

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, August 17, 2021

**COUNCIL CHAMBERS
CITY HALL – 405 3RD STREET EAST
5:30 PM**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC HEARING**
 - 4.1. Vacation of Street Right-of-Way
- 5. PUBLIC FORUM - *Individuals may address the City Council about any item not included on the regular agenda. A maximum of 5 minutes is allotted for the public forum. The City Council will not take official action on items discussed at this time, with the exception of referral to staff or a committee, board or commission for a future report.***
- 6. PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**
- 7. APPROVE AGENDA - *Council members may add items to the agenda for discussion purposes or staff direction. The Council will not normally take official action on items added to the agenda.***
- 8. CONSENT AGENDA - *These items are considered routine in nature and are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item and place it on the regular agenda for discussion and consideration. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.***
 - 8.1. Approval of August 3, 2021 Council Proceedings
 - 8.2. City of Thief River Falls Bills and Disbursements and Council Per Diems
 - 8.3. Approve to Fill Position Fire Fighter
 - 8.4. Approval to extend our participation in the 2021 TZD Grant in the Speed and Aggressive Driving Special Project with the MN Department of Public Safety (DPS).

- 8.5. Progression Raise for Jeremy Kasprzak, Apprentice Lineworker
- 8.6. Approval of Temporary On Sale Intoxicating Liquor License to Falls Under 40
- 8.7. Approval to Purchase Greenwood Cemetary Markers
- 8.8. Approval to Purchase and Repair Roof at LaFave Park Bathhouse.
- 8.9. Approval to fill position of Public Works Mechanic
- 8.10. Approval of Employment of Jeremy Treitline as Billing Clerk II
- 8.11. Approve Mayor Appointment of Mike Lorensen to go to the Market Rate Study Committee Meetings.

9. NEW BUSINESS

- 9.1. Approval of Banding & Grading JET System
- 9.2. Vacation of Street Right-of-Way
- 9.3. Chief's Coulee Storm Drainage System
- 9.4. Water Treatment Plant Unit Heaters

10. COUNCIL BOARDS AND COMMISSIONS REPORTS - *Not all boards or commissions will have met prior to the Council meeting. These reports are intended to keep the other council members informed of actions or proposed actions taken by these boards and commissions. Only those with something to report would be on the agenda.*

11. UPCOMING MEETINGS

- 11.1. Committee of Whole - August 31st at 5:30 p.m.
- 11.2. City Council Meeting - September 7th at 5:30 p.m.
- 11.3. Utilities Committee - September 13th at 7:00 a.m.
- 11.4. Public Safety/Liquor Committee - September 13th at 4:30 p.m.
- 11.5. Administrative Services Committee - September 14th at 4:30 p.m. *Room 201 City Hall*
- 11.6. Public Works Committee - September 15th at 4:30 p.m.

12. INFORMATIONAL ITEMS

- 12.1. Investment Schedule Dated 07/31/2021

13. ADJOURNMENT

City of Thief River Falls complies with the ADA. Individuals with disabilities requiring special aids should contact the City Administrator, 405 Third Street East, Thief River Falls, MN 56701, 218-681-2943, 48 hours prior to the scheduled meeting.

**NOTICE OF HEARING
CITY COUNCIL
CITY OF THIEF RIVER FALLS**

Notice is hereby given, pursuant to Minnesota Statute 412.851, that adjacent property owners have submitted a request to vacate street right-of-way along the east side of the Canadian Pacific Railroad in Greendale Manufactured Home Park legally described below. Said request will be submitted for review and approval by the City of Thief River Falls.

TRACT "A"

A tract of land in Government Lot 4 of Section 3, Township 153 North, Range 43 West of the Fifth Principal Meridian, Penning County, Minnesota; being a part of Parcel 2 as described in Warranty Deed Doc. No. 90941, on file and of record in the Office of the County Recorder, in and for the County of Pennington, and the State of Minnesota, more particularly described as follows:

Commencing at a point which lies 33.00 feet South of the north line of said Government Lot 4 and on the easterly right of way line of the Canadian Pacific Railway; thence South 07 degrees 17 minutes 56 seconds East, assumed bearing, along said easterly right of way, a distance of 100.00 feet to the point of beginning; thence continuing along said easterly right of way South 07 degrees 17 minutes 56 seconds East 85.00 feet; thence North 88 degrees 47 minutes 57 seconds East 60.34 feet, more or less, to the east line of said Parcel 2 described in Doc. No. 90941; thence North 07 degrees 17 minutes 56 seconds West, along the east line of said Parcel 2, a distance of 85.00 feet; thence South 88 degrees 47 minutes 57 seconds West 60.34 feet, more or less, to the point of beginning.

Said parcel above contains 0.11 acres, more or less, and is subject to easements, restrictions, or reservations of record, if any.

TRACT "B"

A tract of land in Government Lot 4 of Section 3, Township 153 North, Range 43 West of the Fifth Principal Meridian, Penning County, Minnesota; being a part of Parcel 2 as described in Warranty Deed Doc. No. 90941, on file and of record in the Office of the County Recorder, in and for the County of Pennington, and the State of Minnesota, more particularly described as follows:

Commencing at a point which lies 33.00 feet South of the north line of said Government Lot 4 and on the easterly right of way line of the Canadian Pacific Railway; thence South 07 degrees 17 minutes 56 seconds East, assumed bearing, along said easterly right of way, a distance of 274.00 feet to the point of beginning; thence continuing along said easterly right of way South 07

degrees 17 minutes 56 seconds East, 45.87 feet; thence continuing southeasterly along said easterly right of way a distance of 125.00 feet along a tangential curve concave to the northeast having a radius of 5679.47 feet, a central angle of 07 degrees 23 minutes 42 seconds and the chord of said curve bears South 07 degrees 55 minutes 46 seconds East a distance of 124.99 feet; thence North 88 degrees 47 minutes 57 seconds East, non-tangential to last described curve, a distance of 60.34 feet, more or less, to the east line of said Parcel 2 described in Doc. No. 90941; thence northwesterly along the east line of said Parcel 2 a distance of 131.42 feet along a non-tangential curve being concave to the northeast having a radius of 5619.47 feet, a central angle of 01 degree 20 minutes 24 seconds, and the chord of said curve bears North 07 degrees 58 minutes 08 seconds West a distance of 131.41 feet; thence continuing along said east line of Parcel 2, North 07 degrees 17 minutes 56 seconds West, tangent to last described curve, a distance of 39.45 feet; thence South 88 degrees 47 minutes 57 seconds West, a distance of 60.34 feet, more or less, to the point of beginning.

Said parcel above contains 0.23 acres, more or less, and is subject to easements, restrictions, or reservations of record, if any.

TRACT "C"

A tract of land in Government Lot 4 of Section 3, Township 153 North, Range 43 West of the Fifth Principal Meridian, Penning County, Minnesota; being a part of Parcel 2 as described in Warranty Deed Doc. No. 90941, on file and of record in the Office of the County Recorder, in and for the County of Pennington, and the State of Minnesota, more particularly described as follows:

Commencing at a point which lies 33.00 feet South of the north line of said Government Lot 4 and on the easterly right of way line of the Canadian Pacific Railway; thence South 07 degrees 17 minutes 56 seconds East, assumed bearing, along said easterly right of way, a distance of 319.67 feet; thence continuing southwesterly along said easterly right of way a distance of 215.00 feet along a tangential curve being concave to the northeast having a radius of 5679.47 feet, a central angle of 07 degrees 23 minutes 42 seconds, and the chord of said curve bears South 08 degrees 23 minutes 00 seconds East a distance of 214.99 feet to the point of beginning; thence continuing southeasterly along said easterly right of way a distance of 191.02 feet along last said curve being concave to the northeast having a radius of 5679.47 feet, a central angle of 07 degrees 23 minutes 42 seconds, and the chord of said curve bears South 10 degrees 25 minutes 53 seconds East a distance of 191.00 feet; thence North 88 degrees 47 minutes 57 seconds East, non-tangential to last described curve, a distance of 60.34 feet, more or less, to the east line of said Parcel 2 described in Doc. No. 90941; thence continuing northwesterly along said east line of Parcel 2 a distance of 191.08 feet along a non-tangential curve being concave to the northeast having a radius of 5619.47 feet, a central angle of 02 degrees 03 minutes 57 seconds, and the chord of said curve bears North 10 degrees 31 minutes 51 seconds West a

distance of 191.07 feet; thence South 88 degrees 47 minutes 57 seconds West, non-tangential to last described curve, a distance of 60.34 feet, more or less, to the point of beginning.

Said parcel above contains 0.26 acres, more or less, and is subject to easements, restrictions, or reservations of record, if any.

Notice is further given that the City Council will conduct a Hearing on the street vacation at 5:30 P.M. on Tuesday, August 17, 2021, in the City Council Chambers, City Hall, 405 Third Street East, Thief River Falls, MN 56701. All persons wishing to comment on the Street Vacation will have the option to be heard at this time. Persons who wish to submit written comments prior to the Hearing or who have questions should address them to the office of the Zoning Administrator, City Hall, P.O. Box 528, Thief River Falls, MN 56701, or telephone 218-681-8506.

If you have a disability and need an accommodation in order to attend this Hearing, please contact the undersigned as soon as possible or at least 3 working days in advance of the Hearing at the above telephone number.

Dated this 30th day of July 2021.

CITY OF THIEF RIVER FALLS

/s/ Mark Borseth

Mark Borseth
Zoning Administrator

Published in the Wednesday, August 4 & August 11, 2021, edition of The Times.

COUNCIL PROCEEDINGS

Tuesday, August 3, 2021

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on August 3, 2021. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALEGIANCE

ROLL CALL

The following Councilmembers were present: Holmer, Lorensen, McCraw, Bolduc, Narverud, Howe and Prudhomme arrived at 5:36 p.m. Aarestad was absent. Mayor Holmer chaired the meeting.

PUBLIC FORUM

- Kim Rosendahl with Elite Athletics and Ethan Klaphake, approached the council requesting that Elite Athletics be reimbursed for lost revenues during the days he has had to be closed while the arena has been closed for emergency purposes.. Kim understands the reasoning for additional police in Thief River Falls utilizing Ralph.

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Howe motioned, being seconded by Councilmember Lorensen, to approve the agenda.

On vote being taken, the agenda was unanimously passed. Councilmember Prudhomme was not present for vote.

CONSENT AGENDA

RESOLUTION NO. 08.180.21: Approval of July 20, 2021 Council Proceedings

Following discussion, Councilmember Narverud introduced Resolution No. 8-180-21, being seconded by Councilmember McCraw, that:

BE IT RESOLVED, by the City Council, to approve July 20, 2021 Council and Hearing Proceedings.

On vote being taken, the resolution was unanimously passed. Councilmember Prudhomme was not present for vote.

RESOLUTION NO. 08.181.21: City of Thief River Falls Bills and Disbursements

Following discussion, Councilmember Narverud introduced Resolution No. 8-181-21, being seconded by Councilmember McCraw, that:

BE IT RESOLVED, by the City Council, to authorize payment of bills and disbursements in the total amount of \$2,006,593.68. A printout of the approved payments, disbursements and per diems are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed. Councilmember Prudhomme was not present for vote.

NEW BUSINESS

RESOLUTION NO. 08.182.21: Approval of Vacation of Street Right-of-Way

Following discussion, Councilmember Narverud introduced Resolution No. 8.182.21, being seconded by Councilmember Lorensen, that:

WHEREAS, This street right-of-way was dedicated to the city when Greendale Manufactured Home Park was being developed to facilitate the construction of a loop road. When the streets were constructed, cul-de-sacs were built rather than the loop road. As a result, this property was not needed, and mobile homes were placed partially on a portion of this right-of-way.

WHEREAS, Snettings are in the process of cleaning up any title issues in the park and are requesting this right-of-way be vacated and deeded to them. This was discussed in 2012 when the Greenwood Street underpass was constructed with agreement from the city and the process was never formally completed.

THEREFORE, BE IT RESOLVED, by the City Council, to approve a call for hearing at the Tuesday, August 17th council meeting at 5:30 P.M. to consider the vacation of street right-of-way adjacent to the Canadian Pacific Railroad in Greendale Manufactured Home Park as legally described in the attached Hearing notice and dedicate the full right-of-way to Leslie Snetting.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 08.183.21: Letter to Support the USDA Rural Cooperative Development Grant Proposal

Following discussion, Councilmember Narverud introduced Resolution No. 8.183.21, being seconded by Councilmember Howe, that:

WHEREAS, Through AURI's Cooperative Development Center's proposal, Thief River Falls would benefit through one of the proposed projects. The Northern Pride Cooperative project would help grow an established industry in the region with direct benefits to the city. The feasibility assessment of adding an additional processing line will increase markets for local growers and will create and retain jobs and generate economic growth to the region.

THEREFORE, BE IT RESOLVED, by the City Council, to approve Brian Holmer, Mayor to sign a letter of support of the USDA Rural Cooperative Development Grant Proposal from the Agricultural Utilization Research Institute's Cooperative Development Center.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Mayor Holmer attended the Coalition of Greater MN Cities and was installed to serve as Vice President of the Coalition of Greater Minnesota Cities (CGMC) on July 30 at the Coalition's summer conference in Alexandria.

- Mayor Holmer also received the Excellence in Service Award from CGMC on July 29 at the Coalition's summer conference in Alexandria.

UPCOMING MEETINGS

1. Utilities Committee - August 9th at 7:00 a.m.
2. Public Safety/Liquor Committee - August 9th at 4:30 p.m.
3. Administrative Services Committee - August 10th at 3:00 p.m.
4. Public Works Committee - August 11th at 4:30 p.m.
5. City Council Meeting - August 17th at 5:30 p.m.

INFORMATIONAL ITEMS

- Letter from Public Works Director, Travis Giffen to request Mn Dot to change the street light timing back to the way it was on Highway 32 was successful.

ADJOURNMENT

There being no further discussion, Councilmember Bolduc moved, being seconded by Councilmember Narverud to adjourn at 5:41 p.m. On vote being taken, the Chair declared the motion unanimously carried.

COUNCIL PER DIEM TO BE PAID ON 08/26/21 PAYROLL
Presented 08/17/2021 Council Meeting

Mike Lorenson - July 2021

07/09/21	Building Committee	7am	City Hall	\$32.50
07/12/21	Utilities Committee	7am	City Hall	\$32.50
07/12/21	Public Safety/Liquor Committee	4:30pm	City Hall	\$32.50
07/14/21	Market Study Meeting	7am	MS Teams	\$32.50
07/22/21	Budget	1pm	City Hall	\$32.50
07/28/21	Market Study Meeting	10am	MS Teams	\$32.50
07/28/21	Building Committee	3pm	City Hall	\$32.50

\$227.50

Curt Howe - July 2021

07/09/21	Building Committee	7am-8:15am	City Hall	\$32.50
07/13/21	CVB Meeting	12-1:00pm	Quality Inn	\$32.50
07/14/21	Public Works Committee	7am-8:30	Council Chambers	\$32.50
07/21/21	Airport Mtg	7:30am	Justic Center	\$32.50
07/28/21	Building Committee	3-4pm	Council Chambers	\$32.50

\$162.50

Steve Narverud- July 2021

07/06/21	Long Range Planning	1 hour	Council Chambers	\$32.50
07/09/21	Building Committee	2 hours	Council Chambers	\$32.50
07/08/21	Pickleball Dedication	1 hour	Pickleball Courts	\$32.50
07/12/21	Public Safety Committee	2 hours	Council Chambers	\$32.50
07/14/21	Public Works Committee	2 hours	Council Chambers	\$32.50
07/28/21	Building Committee	1/2 hour	Council Chambers	\$32.50

\$195.00

CITY OF THIEF RIVER FALLS

EXPENSE ACCOUNT CODES

FUND	DEPARTMENT	DESCRIPTION
100	GENERAL FUND	
	4110	City Council
	4140	Elections
	4150	City Administration
	4160	City Attorney
	4192	IT Department
	4194	Government Buildings
	4210	Police
	4215	Emergency Management
	4220	Fire
	4240	Building Official
	4312	Street
	4315	Sanitation
	4316	Street Lighting
	4510	Park Department
	4511	Multi-Events Center (VenuWorks)
	4512	Recreation
	4513	Tourist Park (VenuWorks)
	4530	Arenas (VenuWorks)
	4550	Branch Library
	4560	Carnegie Library Building
	4570	201 Atlantic Ave Garage
	4650	Public Works
	4670	General Administration
210	COMMUNITY DEVELOPMENT REVOLVING LOAN FUND	
230	TRF K-9 UNIT FUND	
260	MECC	
270	TRAIN CANOPY	
610	LIQUOR	
620	WATER UTILITY	
670	STORM WATER UTILITY	
680	WASTEWATER UTILITY	
690	ELECTRIC UTILITY	
810	POLICE RELIEF ASSOCIATION	
820	GREENWOOD CEMETERY FUND	



City of Thief River Falls, MN

Refund Check Register

Refund Check Detail

UBPKT00070 - Refunds 01 UBPKT00069 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
	VOID CHECK		84805	0.00				
	VOID CHECK		84806	0.00				
	VOID CHECK		84807	0.00				
	VOID CHECK		84808	0.00				
	VOID CHECK		84809	0.00				
	VOID CHECK		84810	0.00				
	VOID CHECK		84811	0.00				
	VOID CHECK		84812	0.00				
	VOID CHECK		84813	0.00				
	VOID CHECK		84814	0.00				
	VOID CHECK		84815	0.00				
	VOID CHECK		84816	0.00				
	VOID CHECK		84817	0.00				
	VOID CHECK		84818	0.00				
	VOID CHECK		84819	0.00				
	VOID CHECK		84820	0.00				
	VOID CHECK		84821	0.00				
	VOID CHECK		84822	0.00				
	VOID CHECK		84823	0.00				
	VOID CHECK		84824	0.00				
	VOID CHECK		84825	70.02			70.02	Generated From Billing
02-00174-000	BROUILLETTE, AMY L	7/29/2021	84826	71.00			71.00	Generated From Billing
03-00305-001	DREVLOW, BRIELLE L	7/29/2021	84827	85.35			85.35	Generated From Billing
06-04436-005	LARA, ALEX L	7/29/2021	84828	96.44			96.44	Generated From Billing
11-01340-006	JUHL, DYLAN D	7/29/2021	84829	85.79			85.79	Generated From Billing
12-01429-004	BERGERON, ELLEN Y	7/29/2021	84830	126.90			126.90	Generated From Billing
12-04353-000	ANDERSON, NIKI L	7/29/2021	84831	89.77			89.77	Generated From Billing
14-01666-002	HANSEN, DANIEL A	7/29/2021	84832	151.66			151.66	Generated From Billing
14-01712-005	CHERVESTAD, BRETT J	7/29/2021	84833	311.13			311.13	Generated From Billing
17-02219-000	LUND, DANIEL S	7/29/2021	84834	130.21			130.21	Generated From Billing
20-02704-008	STEFFENSEN, ZACHARY M	7/29/2021	84835	176.42			176.42	Generated From Billing
23-04471-000	RUDI, MICHAEL T	7/29/2021	84836	31.83			31.83	Generated From Billing
26-03704-004	OSMONDSON, JAKE R	7/29/2021	84837	79.60			79.60	Generated From Billing
26-03743-000	VAGLE, TIMOTHY C	7/29/2021	84838	151.02			151.02	Generated From Billing
26-04885-007	BRUMMELL, CYNDELE	7/29/2021	84839	40.19			40.19	Generated From Billing
26-04888-002	HILL, SARAH L	7/29/2021	84840	171.27			171.27	Generated From Billing
26-04908-009	DUPREE, KRISTY A	7/29/2021	84841	22.99			22.99	Generated From Billing
26-04945-002	BIERK, JULIE A	7/29/2021	84842	10.48			10.48	Generated From Billing
27-04451-004	MEHRKENS, DENISE A	7/29/2021						

UBPKT00070 - Refunds 01 UBPKT00069 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
31-05118-001	PARKER, BRYCE J	7/29/2021	84843	142.69			142.69	Generated From Billing
31-05123-001	GORSUCH, AUSTIN D	7/29/2021	84844	200.03			200.03	Generated From Billing
Total Refunds: 40				Total Refunded Amount:	2,244.79			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	2244.79
Revenue Total:	2244.79

General Ledger Distribution

Posting Date: 07/28/2021

	Account Number	Account Name	Posting Amount	IFT
Fund:	690 - ELECTRIC UTILITY FUND			
	690-10101	Cash & Investments	-2,244.79	Yes
	690-11530	Accts Receivalbe - Billing	2,244.79	
		690 Total:	0.00	
Fund:	999 - POOL CASH FUND			
	999-10101	Pooled Cash & Investments	-2,244.79	
	999-20700	Due To Other Funds	2,244.79	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	



Equal Opportunity Employer

City of Thief River Falls

#7.02

AUGUST 17th, 2021 CITY COUNCIL MEETING

SUMMARY OF DISBURSEMENTS

7/29/2021	AP PACKET #99 - #15 PAYROLL BILLS	\$195,380.85
7/30/2021	AP PACKET #105 - DIRECT PAYABLES	\$46,133.11
7/29/2021	UB PACKET #70 - UTILITY BILLING REFUND CHECKS	\$2,244.79
8/5/2021	AP PACKET #107 - DIRECT PAYABLES	\$8,560.52
8/10/2021	AP PACKET #108 - DIRECT PAYABLES	\$110,350.13
8/17/2021	AP PACKET #111 - COUNCIL MEETING BILLS	\$303,440.89
GRAND TOTAL OF DISBURSEMENTS		\$666,110.29



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00111 - 08/17/21 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	81974	08/18/2021	820-4840-62990	Misc. Operating Expense	HAND CULTIVATOR/DEGER/		46.96
ACE HARDWARE	82206	08/18/2021	100-4194-62230	Building Maint & Repair	ROPE - FLAG POLE		50.23
ACE HARDWARE	82375	08/18/2021	620-4840-62990	Misc. Operating Expense	CUT WHEEL/PVC CAP		33.92
ACE HARDWARE	82476	08/18/2021	100-4510-62210	Equipment Maint & Repair	ELBOW INSERT/BUSHING/C		10.54
ACE HARDWARE	83197	08/18/2021	100-4510-62240	Department Maint & Repair	BROOM/DUSTPAN		33.98
ACE HARDWARE	83585	08/18/2021	620-4840-62990	Misc. Operating Expense	FREEZER BAGS/FASTENERS/		15.25
ACE HARDWARE	84369	08/18/2021	100-4194-62230	Building Maint & Repair	DOOR LOCKS/MNTG TAPE		10.96
ACE HARDWARE	84445	08/18/2021	100-4510-62240	Department Maint & Repair	HAND SPRAYER		17.99
ACE HARDWARE	84478	08/18/2021	820-4850-62230	Building Maint & Repair	CAULK		7.59
Vendor ACE HARDWARE Total:							227.42
Vendor: AMERICAN WELDING & GAS INC							
AMERICAN WELDING & GA	7916081	08/18/2021	620-4840-62160	Chemicals	CHEMICALS		2,627.41
AMERICAN WELDING & GA	7947834	08/18/2021	620-4840-62160	Chemicals	CHEMICALS		4,656.35
Vendor AMERICAN WELDING & GAS INC Total:							7,283.76
Vendor: ARCHIVESOCIAL INC							
ARCHIVESOCIAL INC	17690	08/18/2021	100-4192-63020	Computer Maintenance & li	1 YR SUBSCRIPTION 08/01/		2,988.00
Vendor ARCHIVESOCIAL INC Total:							2,988.00
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3488449	08/18/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		1,384.65
Vendor ARTISAN BEER COMPANY Total:							1,384.65
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPL	103663100	08/18/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		21.25
BELLBOY CORP - BAR SUPPL	103663100	08/18/2021	610-4810-62590	Misc. Mdse for Resale	STYRO COOLERS		53.00
Vendor BELLBOY CORP - BAR SUPPLY Total:							74.25
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	90481000	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		2,703.97
Vendor BELLBOY CORP - LIQUOR Total:							2,703.97
Vendor: BERNICK'S							
BERNICK'S	196940	08/18/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		412.92
Vendor BERNICK'S Total:							412.92
Vendor: BEVERAGE WHOLESALERS INC							
BEVERAGE WHOLESALERS I	175657	08/18/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		1,130.60
BEVERAGE WHOLESALERS I	177221	08/18/2021	610-4810-62540	Soft Drinks/Mix for Resale	BEER PURCHASE		652.40
Vendor BEVERAGE WHOLESALERS INC Total:							1,783.00

Council Approval Register

Packet: APPKT00111 - 08/17/21 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC	37145-747056	08/18/2021	100-4670-62990	Misc. Operating Expense	FLEX FEE - JULY 2021		180.00
Vendor BRADY MARTZ & ASSOC PC INC Total:							180.00
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	340404392	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		225.00
BREAKTHRU BEVERAGE	340404393	08/18/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		232.00
BREAKTHRU BEVERAGE	340404394	08/18/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		530.17
BREAKTHRU BEVERAGE	340404395	08/18/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		1,044.23
BREAKTHRU BEVERAGE	340404396	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		4,707.30
Vendor BREAKTHRU BEVERAGE Total:							6,738.70
Vendor: BREDESON OFFICE SUPPLY							
BREDESON OFFICE SUPPLY	473124	08/18/2021	100-4210-62010	Office Supplies	LAMINATING SHEETS/RED P		36.90
Vendor BREDESON OFFICE SUPPLY Total:							36.90
Vendor: BRIAN MOYER							
BRIAN MOYER	822	08/18/2021	100-4510-63030	Contracts Expense	STUMP GRINDING SERVICE		3,416.00
BRIAN MOYER	824	08/18/2021	100-4510-63030	Contracts Expense	TREE/STUMP GRINDING SE		1,450.00
Vendor BRIAN MOYER Total:							4,866.00
Vendor: BRODIN SHEET METAL INC							
BRODIN SHEET METAL INC	60907	08/18/2021	100-4220-62210	Equipment Maint & Repair	FILTERS		88.00
BRODIN SHEET METAL INC	60910	08/18/2021	610-4850-62210	Equipment Maint & Repair	CONDENSER COIL CLEANED		135.25
Vendor BRODIN SHEET METAL INC Total:							223.25
Vendor: BUDGET							
BUDGET	3608	08/18/2021	620-4850-62230	Building Maint & Repair	LG WSR AIRCONDITIONER		299.99
Vendor BUDGET Total:							299.99
Vendor: CANNON TECHNOLOGIES INC							
CANNON TECHNOLOGIES IN	944102515	08/18/2021	690-4850-62360	Distribution Maint	AMI GATEWAY		813.96
Vendor CANNON TECHNOLOGIES INC Total:							813.96
Vendor: CATCHALL UNDERGROUND SAFETY LL							
CATCHALL UNDERGROUND	46	08/18/2021	690-4890-62630	Garden Valley Fiber Project	LOCATES - 07/01 - 07/31/21		29,516.66
Vendor CATCHALL UNDERGROUND SAFETY LL Total:							29,516.66
Vendor: COLE PAPERS INC							
COLE PAPERS INC	10010866	08/18/2021	100-4510-62230	Building Maint & Repair	ELECTRONIC TOWEL DISPEN		163.20
Vendor COLE PAPERS INC Total:							163.20
Vendor: CORE & MAIN LP							
CORE & MAIN LP	311819	08/18/2021	620-4850-62200	System Expense	PARTS - FILL STATION REPAI		439.44
Vendor CORE & MAIN LP Total:							439.44
Vendor: D & D BEVERAGE BRAINERD							
D & D BEVERAGE BRAINERD	1430366	08/18/2021	610-4810-62520	Beer for Resale	610481062520		3,300.90
Vendor D & D BEVERAGE BRAINERD Total:							3,300.90

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	82180528	08/18/2021	100-4540-62990	Misc. Operating Expense	RELAY/WW LIFT SCADA		463.55
DIGI KEY CORPORATION	82505689	08/18/2021	690-4850-62210	Equipment Maint & Repair	NEW BATTERY - LOCATOR		26.45
DIGI KEY CORPORATION	82639233	08/18/2021	100-4540-62990	Misc. Operating Expense	MATERIALS - WW SCADA		100.43
Vendor DIGI KEY CORPORATION Total:							590.43
Vendor: DWIGHT TANGQUIST							
DWIGHT TANGQUIST	JULY 2021	08/18/2021	610-4840-62140	Off Sale Supplies	HIPPO BAGS		861.00
Vendor DWIGHT TANGQUIST Total:							861.00
Vendor: E & A SERVICES LLC							
E & A SERVICES LLC	2809	08/18/2021	100-4510-62240	Department Maint & Repair	FLORINTINE TILLING - ANNI		160.00
Vendor E & A SERVICES LLC Total:							160.00
Vendor: EAZY PACK N SHIP							
EAZY PACK N SHIP	5212	08/18/2021	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE		101.59
EAZY PACK N SHIP	5228	08/18/2021	680-4840-62170	Field Supplies	SHIPPING CHARGES - WW S		27.08
EAZY PACK N SHIP	5265	08/18/2021	680-4840-62170	Field Supplies	SHIPPING CHARGES - WW S		13.54
EAZY PACK N SHIP	5273	08/18/2021	620-4850-62210	Equipment Maint & Repair	SHIPPING CHARGES - SCALE		84.40
EAZY PACK N SHIP	5488	08/18/2021	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE		103.01
EAZY PACK N SHIP	5505	08/18/2021	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE		121.67
EAZY PACK N SHIP	5599	08/18/2021	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE		121.67
EAZY PACK N SHIP	5649	08/18/2021	100-4192-63020	Computer Maintenance & li	MAILER ENVELOPE		0.51
EAZY PACK N SHIP	5669	08/18/2021	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE		102.77
Vendor EAZY PACK N SHIP Total:							676.24
Vendor: EVANS SCRAP AND STEEL INC							
EVANS SCRAP AND STEEL IN	235796	08/18/2021	100-4510-62210	Equipment Maint & Repair	TORO SPRAYER		17.40
Vendor EVANS SCRAP AND STEEL INC Total:							17.40
Vendor: FALLS TOWING LLC							
FALLS TOWING LLC	16083	08/18/2021	100-4210-62990	Misc. Operating Expense	TOWING CHARGES - 07/24/		175.00
Vendor FALLS TOWING LLC Total:							175.00
Vendor: FARMERS UNION OIL COMPANY							
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		3,348.73
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		32.57
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	100-4220-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		281.17
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	100-4240-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		35.34
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		1,644.38
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	100-4315-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		1,092.20
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	100-4510-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		1,354.18
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	100-4650-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		54.97
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	620-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		651.07
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	670-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		246.18
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	680-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		592.80
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		1,611.60

Council Approval Register

Packet: APPKT00111 - 08/17/21 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
FARMERS UNION OIL COMP	JULY 2021	08/18/2021	820-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - JULY 202		264.76
Vendor FARMERS UNION OIL COMPANY Total:							11,209.95
Vendor: FASTENAL COMPANY							
FASTENAL COMPANY	116740	08/18/2021	100-4540-62990	Misc. Operating Expense	PLIERS SET - SEWER LIFTS S		51.99
FASTENAL COMPANY	116742	08/18/2021	620-4840-62990	Misc. Operating Expense	GLOVES		487.54
FASTENAL COMPANY	116743	08/18/2021	100-4194-62880	Personal Protective Equipm	GLOVES		18.97
FASTENAL COMPANY	116828	08/18/2021	680-4840-62990	Misc. Operating Expense	HAND SOAP		122.76
FASTENAL COMPANY	116862	08/18/2021	100-4312-62240	Department Maint & Repair	HARDWARE		47.70
FASTENAL COMPANY	116863	08/18/2021	620-4850-62210	Equipment Maint & Repair	'21 RAM PROMASTER SHEL		168.97
FASTENAL COMPANY	116923	08/18/2021	620-4850-62210	Equipment Maint & Repair	DRAWERS - VAN		84.32
FASTENAL COMPANY	116993	08/18/2021	100-4540-62990	Misc. Operating Expense	SUPPLIES - LIFT STATION SC		328.41
FASTENAL COMPANY	117076	08/18/2021	620-4850-62210	Equipment Maint & Repair	DRAWERS - VAN		140.61
FASTENAL COMPANY	117182	08/18/2021	690-4840-62990	Misc. Operating Expense	BOLTS - STREET LIGHTS		22.30
FASTENAL COMPANY	117184	08/18/2021	100-4540-62990	Misc. Operating Expense	CABLE TIES - WW SCADA		209.03
Vendor FASTENAL COMPANY Total:							1,682.60
Vendor: FLEET SUPPLY							
FLEET SUPPLY	111332	08/18/2021	100-4510-62240	Department Maint & Repair	SPRAY WAND		19.99
FLEET SUPPLY	4500	08/18/2021	670-4850-62210	Equipment Maint & Repair	GAS GUN KIT - VCACTRON		62.58
FLEET SUPPLY	4579	08/18/2021	680-4840-62880	Personal Protective Equipm	COATED GLOVES - JETTING		24.73
FLEET SUPPLY	4707	08/18/2021	680-4840-62880	Personal Protective Equipm	SAFETY VEST		14.44
Vendor FLEET SUPPLY Total:							121.74
Vendor: GRAINGER INC							
GRAINGER INC	9002711522	08/18/2021	620-4850-62230	Building Maint & Repair	AIR FILTERS - WTP HVAC		237.84
Vendor GRAINGER INC Total:							237.84
Vendor: GRAYBAR ELECTRIC COMPANY INC							
GRAYBAR ELECTRIC COMPA	9322542023	08/18/2021	690-14100	Inventory - Materials	PVC COND/STEEL COND		196.80
Vendor GRAYBAR ELECTRIC COMPANY INC Total:							196.80
Vendor: H & S CONSTRUCTION INC							
H & S CONSTRUCTION INC	1355	08/18/2021	690-4890-63030	Contracts Expense	CONCRETE ELECTRICAL PAD		3,000.00
Vendor H & S CONSTRUCTION INC Total:							3,000.00
Vendor: HACH COMPANY							
HACH COMPANY	12550326	08/18/2021	620-4890-63110	Consulting Fees	ANNUAL MAINTENANCE		8,149.00
HACH COMPANY	12553631	08/18/2021	620-4840-62170	Field Supplies	LAB EXPENSE		260.22
Vendor HACH COMPANY Total:							8,409.22
Vendor: HAWKINS INC							
HAWKINS INC	4978391	08/18/2021	620-4840-62160	Chemicals	CHEMICALS		2,960.00
HAWKINS INC	4981996	08/18/2021	620-4840-62160	Chemicals	CHEMICALS		6,867.03
HAWKINS INC	4994573	08/18/2021	620-4840-62160	Chemicals	CHEMICALS		163.80
HAWKINS INC	4996810	08/18/2021	620-4840-62160	Chemicals	CHEMICALS		928.30
Vendor HAWKINS INC Total:							10,919.13

Council Approval Register

Packet: APPKT00111 - 08/17/21 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: HEARING ON MAIN							
HEARING ON MAIN	BARRY	08/18/2021	100-4220-62990	Misc. Operating Expense	HEARING ASSESSMENT - P B		45.00
HEARING ON MAIN	CRANDALL	08/18/2021	100-4220-62990	Misc. Operating Expense	HEARING ASSESSMENT - SH		45.00
Vendor HEARING ON MAIN Total:							90.00
Vendor: HUGOS #7							
HUGOS #7	02136561	08/18/2021	100-4210-62990	Misc. Operating Expense	FOIL PASTA/RACK ROASTER		52.60
HUGOS #7	2136853	08/18/2021	100-4210-62990	Misc. Operating Expense	COUNTRYTIME - NIGHT TO		26.81
Vendor HUGOS #7 Total:							79.41
Vendor: IAN LUND							
IAN LUND	SAFETY FOOTWEAR	08/18/2021	690-4840-62880	Personal Protective Equipm	REIMBURSE - SAFETY TOED		100.00
Vendor IAN LUND Total:							100.00
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUTI	3421529	08/18/2021	100-4150-62010	Office Supplies	TONER/BINDERS/HVY DUTY		157.80
INNOVATIVE OFFICE SOLUTI	3421529	08/18/2021	100-4220-62990	Misc. Operating Expense	TONER/BINDERS/HVY DUTY		61.55
INNOVATIVE OFFICE SOLUTI	3421529	08/18/2021	100-4670-62010	Office Supplies	TONER/BINDERS/HVY DUTY		19.86
INNOVATIVE OFFICE SOLUTI	3425221	08/18/2021	100-4150-62010	Office Supplies	LABELS/PENS/FOLDER/BIN		45.08
INNOVATIVE OFFICE SOLUTI	3425221	08/18/2021	100-4670-62010	Office Supplies	LABELS/PENS/FOLDER/BIN		16.97
INNOVATIVE OFFICE SOLUTI	3425221	08/18/2021	620-4840-62010	Office Supplies	LABELS/PENS/FOLDER BIND		32.01
Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:							333.27
Vendor: INTEGRATED PROCESS SOLUTIONS							
INTEGRATED PROCESS SOLU	S1001316	08/18/2021	620-4850-62220	Plant Equip Maint & Repair	LABOR - WTP FILTER BLOW		750.00
Vendor INTEGRATED PROCESS SOLUTIONS Total:							750.00
Vendor: ITL PATCH COMPANY INC							
ITL PATCH COMPANY INC	521B2D10-0001	08/18/2021	100-4210-62880	Personal Protective Equipm	UNIFORM PATCHES		411.50
Vendor ITL PATCH COMPANY INC Total:							411.50
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU	1858261	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		5,894.68
JOHNSON BROTHERS LIQU	1858262	08/18/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		1,972.95
JOHNSON BROTHERS LIQU	1858263	08/18/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		210.00
JOHNSON BROTHERS LIQU	1858264	08/18/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		134.50
JOHNSON BROTHERS LIQU	1858265	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,104.19
JOHNSON BROTHERS LIQU	1858266	08/18/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		2,525.08
JOHNSON BROTHERS LIQU	1858267	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,141.00
JOHNSON BROTHERS LIQU	1858268	08/18/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		3,440.00
JOHNSON BROTHERS LIQU	1858269	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		9,888.00
Vendor JOHNSON BROTHERS LIQUOR Total:							26,310.40
Vendor: JOHNSON CONTROLS							
JOHNSON CONTROLS	1-106116665431	08/18/2021	620-4850-62230	Building Maint & Repair	WTP HVAC REPAIR		1,624.95
Vendor JOHNSON CONTROLS Total:							1,624.95

Council Approval Register

Packet: APPKT00111 - 08/17/21 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: JOSHUA PUTZKE							
JOSHUA PUTZKE	W1219327	08/18/2021	100-4210-62880	Personal Protective Equipm	REIMBURSE - UNIFORM PA		163.18
Vendor JOSHUA PUTZKE Total:							163.18
Vendor: LEE PLUMBING & HEATING INC							
LEE PLUMBING & HEATING I	84325	08/18/2021	690-4850-62230	Building Maint & Repair	PLUMBING LEAK - ELEC SHO		1,028.03
LEE PLUMBING & HEATING I	84326	08/18/2021	620-4850-62230	Building Maint & Repair	WTP TOILET REPAIRS		58.50
LEE PLUMBING & HEATING I	84393	08/18/2021	620-4850-62200	System Expense	PVC PIPE/COUPLING - SERVI		115.22
LEE PLUMBING & HEATING I	84394	08/18/2021	100-4312-62210	Equipment Maint & Repair	STEAMER REPAIRS		388.89
LEE PLUMBING & HEATING I	84394	08/18/2021	620-4850-62210	Equipment Maint & Repair	STEAMER REPAIRS		388.89
LEE PLUMBING & HEATING I	84492	08/18/2021	620-4850-62200	System Expense	MATERIALS - CURB BOX REP		361.86
Vendor LEE PLUMBING & HEATING INC Total:							2,341.39
Vendor: LESLIE MICHAEL COTA							
LESLIE MICHAEL COTA	632777	08/18/2021	610-4890-63030	Contracts Expense	GRASS MOWING SERVICES		430.00
LESLIE MICHAEL COTA	632778	08/18/2021	100-4240-63030	Contracts Expense	GRASS MOWING SERVICES		680.00
Vendor LESLIE MICHAEL COTA Total:							1,110.00
Vendor: MARK BRUGGEMAN							
MARK BRUGGEMAN	07/16/21 REIMBURSEMENT	08/18/2021	100-4210-63320	Training Expense	REIMBURSE - MEALS EXPEN		118.78
Vendor MARK BRUGGEMAN Total:							118.78
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	614610	08/18/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		18,040.30
MC KINNON COMPANY INC	615457	08/18/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		3,350.91
MC KINNON COMPANY INC	615457	08/18/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		35.90
MC KINNON COMPANY INC	615588	08/18/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		9,929.84
MC KINNON COMPANY INC	615588	08/18/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		192.00
MC KINNON COMPANY INC	615591	08/18/2021	610-4810-62520	Beer for Resale	BEER CREDIT		-226.57
MC KINNON COMPANY INC	616513	08/18/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		11,598.80
MC KINNON COMPANY INC	636000051	08/18/2021	610-4810-62520	Beer for Resale	BEER CREDIT		-30.00
Vendor MC KINNON COMPANY INC Total:							42,891.18
Vendor: MCFOA							
MCFOA	RENEE OLSON	08/18/2021	100-4150-64330	Dues and Subscriptions	MEMBERSHIP APPLICATION		45.00
Vendor MCFOA Total:							45.00
Vendor: MICHAEL J ROFF							
MICHAEL J ROFF	REIMBURSE - GASOLINE	08/18/2021	100-4210-62120	Gas-Oil-Lube	REIMBURSE GASOLINE PUR		30.01
MICHAEL J ROFF	REIMBURSE - UNIFORM	08/18/2021	100-4210-62880	Personal Protective Equipm	REIMBURSE - UNIFORM ALL		100.00
Vendor MICHAEL J ROFF Total:							130.01
Vendor: MORRIS ELECTRONICS INC							
MORRIS ELECTRONICS INC	20163036	08/18/2021	100-4192-63020	Computer Maintenance & li	SERVICE DAY		350.00
MORRIS ELECTRONICS INC	20163036	08/18/2021	630-4890-63020	Computer Maintenance & li	RALPH FIREWALL		700.00
Vendor MORRIS ELECTRONICS INC Total:							1,050.00
Vendor: MTI DISTRIBUTING INC							
MTI DISTRIBUTING INC	1311972-00	08/18/2021	100-4510-62240	Department Maint & Repair	RIM/COVER - MOWER		441.93

Council Approval Register

Packet: APPKT00111 - 08/17/21 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MTI DISTRIBUTING INC	1311972-01	08/18/2021	100-4510-62210	Equipment Maint & Repair	LATCH - MOWER		24.68
MTI DISTRIBUTING INC	1314165-00	08/18/2021	100-4510-62210	Equipment Maint & Repair	VALVE CONTROL - MOWER		43.75
MTI DISTRIBUTING INC	1314165-01	08/18/2021	100-4510-62210	Equipment Maint & Repair	AIR VALVE CONTROL - MO		326.32
Vendor MTI DISTRIBUTING INC Total:							836.68
Vendor: N A P A AUTO PARTS THF RVR FL							
N A P A AUTO PARTS THF R	703848	08/18/2021	690-4840-62990	Misc. Operating Expense	ANTIFREEZE TESTER		19.99
N A P A AUTO PARTS THF R	703880	08/18/2021	100-4312-62240	Department Maint & Repair	PUNCH/CHISEL		46.46
N A P A AUTO PARTS THF R	704407	08/18/2021	100-4312-62240	Department Maint & Repair	PICKLE FORK KIT/CONNECT		53.04
N A P A AUTO PARTS THF R	704661	08/18/2021	100-4315-62210	Equipment Maint & Repair	DEF PUMP		205.69
Vendor N A P A AUTO PARTS THF RVR FL Total:							325.18
Vendor: N F P A							
N F P A	7991228X	08/18/2021	100-4220-64330	Dues and Subscriptions	ANNUAL MEMBERSHIP DUE		175.00
Vendor N F P A Total:							175.00
Vendor: NORTHERN STATE BANK							
NORTHERN STATE BANK	14-065-2	08/18/2021	100-4150-63030	Contracts Expense	MONTHLY SERVICE CHARGE		305.67
Vendor NORTHERN STATE BANK Total:							305.67
Vendor: NORTHWOODS ICE OF BEMIDJI INC							
NORTHWOODS ICE OF BEM	51095	08/18/2021	610-4810-62590	Misc. Mdse for Resale	ICE PURCHASE		270.00
NORTHWOODS ICE OF BEM	51243	08/18/2021	610-4810-62590	Misc. Mdse for Resale	ICE PURCHASE		251.10
NORTHWOODS ICE OF BEM	51261	08/18/2021	610-4810-62590	Misc. Mdse for Resale	ICE PURCHASE		405.00
NORTHWOODS ICE OF BEM	51332	08/18/2021	610-4810-62590	Misc. Mdse for Resale	ICE PURCHASE		433.50
NORTHWOODS ICE OF BEM	51355	08/18/2021	610-4810-62590	Misc. Mdse for Resale	610481062590		432.00
NORTHWOODS ICE OF BEM	51396	08/18/2021	610-4810-62590	Misc. Mdse for Resale	ICE PURCHASE		413.10
NORTHWOODS ICE OF BEM	54341	08/18/2021	610-4810-62590	Misc. Mdse for Resale	ICE PURCHASE		48.60
Vendor NORTHWOODS ICE OF BEMIDJI INC Total:							2,253.30
Vendor: PAUSTIS WINE COMPANY							
PAUSTIS WINE COMPANY	134461	08/18/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		3,298.00
PAUSTIS WINE COMPANY	134461	08/18/2021	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES		49.50
PAUSTIS WINE COMPANY	134522	08/18/2021	610-4810-62510	Liquor for Resale	WINE PURCHASE		1,000.00
PAUSTIS WINE COMPANY	134522	08/18/2021	610-4810-62610	Freight In (Liquor)	FREIGHT PURCHASE		25.00
Vendor PAUSTIS WINE COMPANY Total:							4,372.50
Vendor: PENNINGTON CO HUMANE SOCIETY							
PENNINGTON CO HUMANE	AUGUST 2021	08/18/2021	100-4210-63100	Animal Control	2021 ANIMAL CONTROL SE		1,400.00
Vendor PENNINGTON CO HUMANE SOCIETY Total:							1,400.00
Vendor: PENNINGTON FAST LUBE INC							
PENNINGTON FAST LUBE IN	43316	08/18/2021	690-4850-62230	Building Maint & Repair	TIRES - RING O MATIC		231.74
PENNINGTON FAST LUBE IN	43341	08/18/2021	100-4210-62210	Equipment Maint & Repair	BLOWER RESISTOR & HARN		247.28
PENNINGTON FAST LUBE IN	43379	08/18/2021	680-4850-62210	Equipment Maint & Repair	STEERING SHAFT - 08 FORD		298.99
PENNINGTON FAST LUBE IN	75288	08/18/2021	100-4210-63320	Training Expense	OIL CHANGE		53.95
Vendor PENNINGTON FAST LUBE INC Total:							831.96

Council Approval Register

Packet: APPKT00111 - 08/17/21 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6246079	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		366.95
PHILLIPS WINE & SPIRITS	6247834	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		13,151.39
PHILLIPS WINE & SPIRITS	6247835	08/18/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		1,524.25
Vendor PHILLIPS WINE & SPIRITS Total:							15,042.59
Vendor: POLK COUNTY SOLID WASTE							
POLK COUNTY SOLID WAST	21-7005	08/18/2021	100-4210-62990	Misc. Operating Expense	PHARM DISPOSAL		242.74
Vendor POLK COUNTY SOLID WASTE Total:							242.74
Vendor: QUALITY SPRAY FOAM							
QUALITY SPRAY FOAM	1209	08/18/2021	550-4680-65900	Work in Process-Constructi	SERVICES ON GREENWOOD		27,865.06
QUALITY SPRAY FOAM	1211	08/18/2021	550-4680-65900	Work in Process-Constructi	SEEDING CR 7		750.00
Vendor QUALITY SPRAY FOAM Total:							28,615.06
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I	JUL 2021	08/18/2021	680-4830-63890	Utilities Expense	ELECTRIC READING - JULY 2		90.54
Vendor RED LAKE ELECTRIC COOP INC Total:							90.54
Vendor: RUDE CONSTRUCTION TRF INC							
RUDE CONSTRUCTION TRF I	13451	08/18/2021	690-4840-62990	Misc. Operating Expense	BLACK DIRT		211.61
Vendor RUDE CONSTRUCTION TRF INC Total:							211.61
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF M	2105185	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,349.70
SOUTHERN GLAZERS OF M	2106832	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,714.50
SOUTHERN GLAZERS OF M	2106833	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		5,062.41
SOUTHERN GLAZERS OF M	2106833	08/18/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		378.00
SOUTHERN GLAZERS OF M	2106834	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		2,927.50
SOUTHERN GLAZERS OF M	2109535	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,918.00
SOUTHERN GLAZERS OF M	2109536	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,523.55
SOUTHERN GLAZERS OF M	2109537	08/18/2021	610-4810-62530	Wine for Resale	WINE PURCHASE		624.00
SOUTHERN GLAZERS OF M	2109538	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,284.30
SOUTHERN GLAZERS OF M	5073076	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		8,600.00
SOUTHERN GLAZERS OF M	5073077	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		2,604.00
SOUTHERN GLAZERS OF M	5073078	08/18/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		2,803.00
Vendor SOUTHERN GLAZERS OF MN Total:							30,788.96
Vendor: ST HILAIRE SUPPLY COMPANY							
ST HILAIRE SUPPLY COMPA	352450	08/18/2021	620-4850-62200	System Expense	STATIONARY ROD		131.40
Vendor ST HILAIRE SUPPLY COMPANY Total:							131.40
Vendor: STUART C IRBY CO							
STUART C IRBY CO	12462947.005	08/18/2021	690-14100	Inventory - Materials	TRANSFORMER COVERS		57.88
STUART C IRBY CO	12505777.001	08/18/2021	690-14100	Inventory - Materials	LOAD BREAK ELBOW		2,912.88
STUART C IRBY CO	12521459.002	08/18/2021	690-4840-62990	Misc. Operating Expense	AERIAL BUCKET ROPE & SN		79.30
STUART C IRBY CO	12535930.001	08/18/2021	690-14100	Inventory - Materials	CABLE		8,185.56
Vendor STUART C IRBY CO Total:							11,235.62

Council Approval Register

Packet: APPKT00111 - 08/17/21 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: TRF RADIO							
TRF RADIO	28853-1	08/18/2021	100-4150-63590	Printing & Publications	RADIO ADVERTISING - UB C		75.00
TRF RADIO	28866-1	08/18/2021	100-4110-63490	Advertising	RADIO ADVERTISING - PARA		75.00
TRF RADIO	29030-1	08/18/2021	100-4650-63590	Printing & Publications	RADIO ADVERTISING - GIS T		150.00
Vendor TRF RADIO Total:							300.00
Vendor: TYLER TECHNOLOGIES INC							
TYLER TECHNOLOGIES INC	025-343866	08/18/2021	500-4680-65900	Work in Process-Constructi	CIS PRODUCTION ASSISTAN		260.00
Vendor TYLER TECHNOLOGIES INC Total:							260.00
Vendor: UNIVERSAL SCREENPRINT							
UNIVERSAL SCREENPRINT	40489	08/18/2021	100-4220-62990	Misc. Operating Expense	EQUIPMENT TAGS / SIGNAG		248.00
Vendor UNIVERSAL SCREENPRINT Total:							248.00
Vendor: VERIZON WIRELESS #742042583							
VERIZON WIRELESS #74204	9885313112	08/18/2021	100-4150-63210	Communication Expense	MONTHLY IPAD CHARGES -		51.22
VERIZON WIRELESS #74204	9885313112	08/18/2021	620-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		40.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	620-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		35.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	620-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		37.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	680-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		35.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		40.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		35.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		40.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		35.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		40.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		40.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		35.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		35.01
VERIZON WIRELESS #74204	9885313112	08/18/2021	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES -		40.01
Vendor VERIZON WIRELESS #742042583 Total:							538.35
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	149	08/18/2021	100-4315-63030	Contracts Expense	GARBAGE TIPPING FEES - JU		24,473.40
WASTE MASTERS LLC	17X00259	08/18/2021	100-4315-63030	Contracts Expense	DOWNTOWN APARTMENT		187.50
Vendor WASTE MASTERS LLC Total:							24,660.90
Vendor: WAYNE JOHNSON							
WAYNE JOHNSON	REIMBURSE EXPENSES	08/18/2021	620-4890-64400	Travel, Conference, School	REIMBURSE GASOLINE PUR		62.97
WAYNE JOHNSON	REIMBURSE EXPENSES	08/18/2021	620-4890-64400	Travel, Conference, School	REIMBURSE UBER FARE - PI		28.91
Vendor WAYNE JOHNSON Total:							91.88
Vendor: WESTSIDE MOTORS OF TRF INC							
WESTSIDE MOTORS OF TRF	14140	08/18/2021	100-4210-62210	Equipment Maint & Repair	IDLER PULLEY REPAIR		248.67
Vendor WESTSIDE MOTORS OF TRF INC Total:							248.67

Council Approval Register

Packet: APPKT00111 - 08/17/21 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: YVONNE PEDERSON							
YVONNE PEDERSON	SEP 2021	08/18/2021	810-4820-61500	Annuity Payments	POLICE PENSION - SEP 2021		990.89
Vendor YVONNE PEDERSON Total:							990.89
Grand Total:							303,440.89

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	49,715.65
500 - 2019 SOFTWARE PROJECT	260.00
550 - 2019 WESTSIDE DIVERSION	28,615.06
610 - LIQUOR DISPENSARY	139,483.57
620 - WATER UTILITY FUND	33,472.91
630 - ARENAS - VENUWORKS	700.00
670 - STORM WATER UTILITY FUND	308.76
680 - WASTEWATER UTILITY FUND	1,219.89
690 - ELECTRIC UTILITY FUND	48,354.85
810 - POLICE RELIEF ASSOCIATION	990.89
820 - GREENWOOD CEMETERY FUND	319.31
Grand Total:	303,440.89

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63490	Advertising	75.00
100-4150-62010	Office Supplies	202.88
100-4150-63030	Contracts Expense	305.67
100-4150-63210	Communication Expense	51.22
100-4150-63590	Printing & Publications	75.00
100-4150-64330	Dues and Subscriptions	45.00
100-4192-63020	Computer Maintenance	3,338.51
100-4194-62230	Building Maint & Repair	61.19
100-4194-62880	Personal Protective Equi	18.97
100-4210-62010	Office Supplies	36.90
100-4210-62120	Gas-Oil-Lube	3,411.31
100-4210-62210	Equipment Maint & Rep	495.95
100-4210-62880	Personal Protective Equi	674.68
100-4210-62990	Misc. Operating Expense	497.15
100-4210-63100	Animal Control	1,400.00
100-4210-63320	Training Expense	172.73
100-4220-62120	Gas-Oil-Lube	281.17
100-4220-62210	Equipment Maint & Rep	88.00
100-4220-62990	Misc. Operating Expense	399.55
100-4220-64330	Dues and Subscriptions	175.00
100-4240-62120	Gas-Oil-Lube	35.34
100-4240-63030	Contracts Expense	680.00
100-4312-62120	Gas-Oil-Lube	1,644.38
100-4312-62210	Equipment Maint & Rep	388.89
100-4312-62240	Department Maint & Re	147.20
100-4315-62120	Gas-Oil-Lube	1,092.20
100-4315-62210	Equipment Maint & Rep	205.69

Account Summary

Account Number	Account Name	Expense Amount
100-4315-63030	Contracts Expense	24,660.90
100-4510-62120	Gas-Oil-Lube	1,354.18
100-4510-62210	Equipment Maint & Rep	422.69
100-4510-62230	Building Maint & Repair	163.20
100-4510-62240	Department Maint & Re	673.89
100-4510-63030	Contracts Expense	4,866.00
100-4540-62990	Misc. Operating Expense	1,153.41
100-4650-62120	Gas-Oil-Lube	54.97
100-4650-63590	Printing & Publications	150.00
100-4670-62010	Office Supplies	36.83
100-4670-62990	Misc. Operating Expense	180.00
500-4680-65900	Work in Process-Constru	260.00
550-4680-65900	Work in Process-Constru	28,615.06
610-4810-62510	Liquor for Resale	69,969.44
610-4810-62520	Beer for Resale	48,689.43
610-4810-62530	Wine for Resale	15,230.51
610-4810-62540	Soft Drinks/Mix for Resal	1,787.14
610-4810-62590	Misc. Mdse for Resale	2,306.30
610-4810-62610	Freight in (Liquor)	74.50
610-4840-62140	Off Sale Supplies	861.00
610-4850-62210	Equipment Maint & Rep	135.25
610-4890-63030	Contracts Expense	430.00
620-4830-63210	Communication Expense	112.03
620-4840-62010	Office Supplies	32.01
620-4840-62120	Gas-Oil-Lube	651.07
620-4840-62160	Chemicals	18,202.89
620-4840-62170	Field Supplies	810.93
620-4840-62990	Misc. Operating Expense	536.71
620-4850-62200	System Expense	1,047.92
620-4850-62210	Equipment Maint & Rep	867.19
620-4850-62220	Plant Equip Maint & Rep	750.00
620-4850-62230	Building Maint & Repair	2,221.28
620-4890-63110	Consulting Fees	8,149.00
620-4890-64400	Travel, Conference, Scho	91.88
630-4890-63020	Computer Maintenance	700.00
670-4840-62120	Gas-Oil-Lube	246.18
670-4850-62210	Equipment Maint & Rep	62.58
680-4830-63210	Communication Expense	35.01
680-4830-63890	Utilities Expense	90.54
680-4840-62120	Gas-Oil-Lube	592.80
680-4840-62170	Field Supplies	40.62
680-4840-62880	Personal Protective Equi	39.17

Account Summary

Account Number	Account Name	Expense Amount
680-4840-62990	Misc. Operating Expense	122.76
680-4850-62210	Equipment Maint & Rep	298.99
690-14100	Inventory - Materials	11,353.12
690-4830-63210	Communication Expense	340.09
690-4840-62120	Gas-Oil-Lube	1,611.60
690-4840-62880	Personal Protective Equi	100.00
690-4840-62990	Misc. Operating Expense	333.20
690-4850-62210	Equipment Maint & Rep	26.45
690-4850-62230	Building Maint & Repair	1,259.77
690-4850-62360	Distribution Maint	813.96
690-4890-62630	Garden Valley Fiber Proj	29,516.66
690-4890-63030	Contracts Expense	3,000.00
810-4820-61500	Annuity Payments	990.89
820-4840-62120	Gas-Oil-Lube	264.76
820-4840-62990	Misc. Operating Expense	46.96
820-4850-62230	Building Maint & Repair	7.59
	Grand Total:	303,440.89

Project Account Summary

Project Account Key	Expense Amount
None	303,440.89
Grand Total:	303,440.89



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00099 - PYPKT00142 - 2021 07 29 #15 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: GALLAGHER BENEFIT SERVICES INC							
GALLAGHER BENEFIT SERVI	INV0000122	07/29/2021	690-4840-62990	Misc. Operating Expense	Job Description Evaluation		400.00
Vendor GALLAGHER BENEFIT SERVICES INC Total:							400.00
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVIC	INV0000115	07/29/2021	100-4670-62990	Misc. Operating Expense	PCORI Fee		422.94
INTERNAL REVENUE SERVIC	INV0000121	07/29/2021	740-20150	Payroll Taxes Payable	FED W/H		22,953.48
INTERNAL REVENUE SERVIC	INV0000121	07/29/2021	740-20150	Payroll Taxes Payable	MEDICARE		6,712.46
INTERNAL REVENUE SERVIC	INV0000121	07/29/2021	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		19,395.64
Vendor INTERNAL REVENUE SERVICE Total:							49,484.52
Vendor: MN DPT OF HUMAN SERVICES							
MN DPT OF HUMAN SERVIC	INV0000118	07/29/2021	740-24000	Clearing Account	Garnishment		125.51
Vendor MN DPT OF HUMAN SERVICES Total:							125.51
Vendor: MN DPT OF REVENUE							
MN DPT OF REVENUE	INV0000120	07/29/2021	740-20160	State Withholding	State W/H Tax		10,444.38
Vendor MN DPT OF REVENUE Total:							10,444.38
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COO	INV0000116	08/01/2021	100-4150-61310	Health Insurance	Health Insurance Premium		4,485.52
NORTHWEST SERVICE COO	INV0000116	08/01/2021	100-4210-61310	Health Insurance	Health Insurance Premium		16,238.42
NORTHWEST SERVICE COO	INV0000116	08/01/2021	100-4220-61310	Health Insurance	Health Insurance Premium		5,682.87
NORTHWEST SERVICE COO	INV0000116	08/01/2021	100-4240-61310	Health Insurance	Health Insurance Premium		1,339.10
NORTHWEST SERVICE COO	INV0000116	08/01/2021	100-4312-61310	Health Insurance	Health Insurance Premium		5,136.72
NORTHWEST SERVICE COO	INV0000116	08/01/2021	100-4315-61310	Health Insurance	Health Insurance Premium		6,279.66
NORTHWEST SERVICE COO	INV0000116	08/01/2021	100-4510-61310	Health Insurance	Health Insurance Premium		1,751.34
NORTHWEST SERVICE COO	INV0000116	08/01/2021	100-4650-61310	Health Insurance	Health Insurance Premium		583.78
NORTHWEST SERVICE COO	INV0000116	08/01/2021	610-4825-61310	Health Insurance	Health Insurance Premium		4,356.78
NORTHWEST SERVICE COO	INV0000116	08/01/2021	620-4825-61310	Health Insurance	Health Insurance Premium		3,773.00
NORTHWEST SERVICE COO	INV0000116	08/01/2021	680-4825-61310	Health Insurance	Health Insurance Premium		5,116.98
NORTHWEST SERVICE COO	INV0000116	08/01/2021	690-4825-61310	Health Insurance	Health Insurance Premium		12,503.51
NORTHWEST SERVICE COO	INV0000116	08/01/2021	740-4870-63620	Employee BC/BS Monthly Bi	Health Insurance Employee		16,186.36
NORTHWEST SERVICE COO	INV0000116	08/01/2021	740-4870-63660	Retiree BC/BS Monthly billi	Health Insurance Retiree Au		4,054.00
NORTHWEST SERVICE COO	INV0000116	08/01/2021	820-4825-61310	Health Insurance	Health Insurance Premium		803.46
Vendor NORTHWEST SERVICE COOPERATIVE Total:							88,291.50
Vendor: P E R A OF MN							
P E R A OF MN	INV0000119	07/29/2021	740-20180	PERA Payable	PERA EE/ER COORD		21,276.27
P E R A OF MN	INV0000119	07/29/2021	740-20180	PERA Payable	PERA EE/ER P&F		22,138.67
Vendor P E R A OF MN Total:							43,414.94

Council Approval Register

Packet: APPKT00099 - PYPKT00142 - 2021 07 29 #15 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0000117	07/29/2021	740-24000	Clearing Account	Contributions Employee		3,220.00
Vendor VANTAGEPOINT ICMA Total:							3,220.00
Grand Total:							195,380.85

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	41,920.35
610 - LIQUOR DISPENSARY	4,356.78
620 - WATER UTILITY FUND	3,773.00
680 - WASTEWATER UTILITY FUND	5,116.98
690 - ELECTRIC UTILITY FUND	12,903.51
740 - TRF HEALTH INSURANCE FUND	126,506.77
820 - GREENWOOD CEMETERY FUND	803.46
Grand Total:	195,380.85

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	4,485.52
100-4210-61310	Health Insurance	16,238.42
100-4220-61310	Health Insurance	5,682.87
100-4240-61310	Health Insurance	1,339.10
100-4312-61310	Health Insurance	5,136.72
100-4315-61310	Health Insurance	6,279.66
100-4510-61310	Health Insurance	1,751.34
100-4650-61310	Health Insurance	583.78
100-4670-62990	Misc. Operating Expense	422.94
610-4825-61310	Health Insurance	4,356.78
620-4825-61310	Health Insurance	3,773.00
680-4825-61310	Health Insurance	5,116.98
690-4825-61310	Health Insurance	12,503.51
690-4840-62990	Misc. Operating Expense	400.00
740-20150	Payroll Taxes Payable	49,061.58
740-20160	State Withholding	10,444.38
740-20180	PERA Payable	43,414.94
740-24000	Clearing Account	3,345.51
740-4870-63620	Employee BC/BS Monthl	16,186.36
740-4870-63660	Retiree BC/BS Monthly b	4,054.00
820-4825-61310	Health Insurance	803.46
Grand Total:		195,380.85

Project Account Summary

Project Account Key	Expense Amount
None	195,380.85
Grand Total:	195,380.85



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00105 - 07/30/21 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ALDEN POOL AND MUNICIPAL SUPPL							
ALDEN POOL AND MUNICIPAL	201082	07/30/2021	620-4850-62220	Plant Equip Maint & Repair	CHLORINE SCALE REBUILD		625.00
						Vendor ALDEN POOL AND MUNICIPAL SUPPL Total:	625.00
Vendor: KINETIC LEASING INC							
KINETIC LEASING INC	253872	07/30/2021	100-4315-65400	Machinery & Equipment	LEASE PAYMENT - '21 INTL		43,623.00
						Vendor KINETIC LEASING INC Total:	43,623.00
Vendor: U S POSTMASTER							
U S POSTMASTER	AUG 2021 BILLS	07/30/2021	100-4315-62010	Office Supplies	POSTAGE - AUG UTILITY BIL		282.77
U S POSTMASTER	AUG 2021 BILLS	07/30/2021	620-4840-62010	Office Supplies	POSTAGE - AUG UTILITY BIL		659.79
U S POSTMASTER	AUG 2021 BILLS	07/30/2021	680-4840-62010	Office Supplies	POSTAGE - AUG UTILITY BIL		188.51
U S POSTMASTER	AUG 2021 BILLS	07/30/2021	690-4840-62010	Office Supplies	POSTAGE - AUG UTILITY BIL		754.04
						Vendor U S POSTMASTER Total:	1,885.11
						Grand Total:	46,133.11

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	43,905.77
620 - WATER UTILITY FUND	1,284.79
680 - WASTEWATER UTILITY FUND	188.51
690 - ELECTRIC UTILITY FUND	754.04
Grand Total:	46,133.11

Account Summary

Account Number	Account Name	Expense Amount
100-4315-62010	Office Supplies	282.77
100-4315-65400	Machinery & Equipment	43,623.00
620-4840-62010	Office Supplies	659.79
620-4850-62220	Plant Equip Maint & Rep	625.00
680-4840-62010	Office Supplies	188.51
690-4840-62010	Office Supplies	754.04
Grand Total:		46,133.11

Project Account Summary

Project Account Key	Expense Amount
None	46,133.11
Grand Total:	46,133.11



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00107 - 08/05/21 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES	166TFV3KGCKQ	08/05/2021	100-4540-62990	Misc. Operating Expense	KETTLEBELL WEIGHTS - WW		172.80
AMAZON CAPITAL SERVICES	1JKGWGRM66HN	08/05/2021	100-4192-62020	Computer Supplies	SCREEN PROTECTOR/PHON		19.95
AMAZON CAPITAL SERVICES	1JKGWGRM66HN	08/05/2021	100-4650-62020	Computer Supplies	OTTERBOX CASE		21.44
Vendor AMAZON CAPITAL SERVICES INC Total:							214.19
Vendor: DAKOTA SUPPLY GROUP							
DAKOTA SUPPLY GROUP	101017631.002	08/05/2021	690-14100	Inventory - Materials	ELBOWS		31.77
DAKOTA SUPPLY GROUP	101046045.003	08/05/2021	100-4540-62990	Misc. Operating Expense	SEWER LIFT SCADA		101.94
DAKOTA SUPPLY GROUP	101046045.004	08/05/2021	100-4540-62990	Misc. Operating Expense	SEWER LIFT SCADA		40.56
DAKOTA SUPPLY GROUP	101079982.001	08/05/2021	690-14100	Inventory - Materials	#TRF PROJECT CVB TIMER/		198.38
DAKOTA SUPPLY GROUP	101079982.002	08/05/2021	690-14100	Inventory - Materials	MATERIALS - #TRF PRJ		98.13
DAKOTA SUPPLY GROUP	101094765.001	08/05/2021	690-14100	Inventory - Materials	240V LAMP - PENN CO FAIR		185.13
DAKOTA SUPPLY GROUP	101100225.001	08/05/2021	100-4540-62990	Misc. Operating Expense	COVER - WW LIFT SCADA		44.16
DAKOTA SUPPLY GROUP	101100323.001	08/05/2021	100-4194-62230	Building Maint & Repair	LIGHT - 2ND FLOOR HALLW		214.67
DAKOTA SUPPLY GROUP	101120535.001	08/05/2021	100-4240-62990	Misc. Operating Expense	4' LED LAMP - OFFICE		69.87
DAKOTA SUPPLY GROUP	101125128.001	08/05/2021	690-4840-62990	Misc. Operating Expense	PVC GLUE		123.08
Vendor DAKOTA SUPPLY GROUP Total:							1,107.69
Vendor: LOCATORS & SUPPLIES INC							
LOCATORS & SUPPLIES INC	282976-CM	08/05/2021	680-4840-62880	Personal Protective Equipm	RETURN CREDIT - WW PPE		-171.98
LOCATORS & SUPPLIES INC	293156	08/05/2021	680-4840-62990	Misc. Operating Expense	GSOC PAINT MARKERS		115.14
LOCATORS & SUPPLIES INC	294280	08/05/2021	620-4840-62990	Misc. Operating Expense	620484062990		160.45
Vendor LOCATORS & SUPPLIES INC Total:							103.61
Vendor: MARK BORSETH							
MARK BORSETH	2021-1	08/05/2021	100-4650-63030	Contracts Expense	PLANNING & ZONING SERVI		862.50
Vendor MARK BORSETH Total:							862.50
Vendor: MINNESOTA ENERGY GROUP-00005							
MINNESOTA ENERGY GROU	JULY 2021	08/05/2021	690-4830-63890	Utilities Expense	GAS METER READING - JULY		71.77
Vendor MINNESOTA ENERGY GROUP-00005 Total:							71.77
Vendor: MN DPT OF LABOR & INDUSTRY							
MN DPT OF LABOR & INDU	JUNE 1131152021	08/05/2021	100-4240-64390	Building Permit Surcharge	2ND QTR BUILDING PERMIT		5,072.59
Vendor MN DPT OF LABOR & INDUSTRY Total:							5,072.59
Vendor: PAYMENT SERVICE NETWORK INC							
PAYMENT SERVICE NETWO	091216146	08/05/2021	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - JULY 20		195.95
Vendor PAYMENT SERVICE NETWORK INC Total:							195.95

Council Approval Register

Packet: APPKT00107 - 08/05/21 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: POWERPLAN							
POWERPLAN	2773909	08/05/2021	690-4850-62210	Equipment Maint & Repair	SWIVEL - VERMEER BORING		374.17
POWERPLAN	2774709	08/05/2021	690-4850-62210	Equipment Maint & Repair	GAL BAGS GEL - BORING M		199.80
						Vendor POWERPLAN Total:	573.97
Vendor: RICK HARBOTT							
RICK HARBOTT	2909	08/05/2021	820-4840-62990	Misc. Operating Expense	MEMORIAL FOR TRAVIS HA	Vendor RICK HARBOTT Total:	100.00
							100.00
Vendor: SUNNY HILL DISTRIBUTORS INC							
SUNNY HILL DISTRIBUTORS	359369	08/05/2021	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		158.25
						Vendor SUNNY HILL DISTRIBUTORS INC Total:	158.25
Vendor: TOM HARBOTT							
TOM HARBOTT	REIMBURSEMENT	08/05/2021	820-4840-62880	Personal Protective Equipm	REIMBURSE - SAFETY TOED	Vendor TOM HARBOTT Total:	100.00
							100.00
						Grand Total:	8,560.52

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	6,620.48
610 - LIQUOR DISPENSARY	158.25
620 - WATER UTILITY FUND	160.45
680 - WASTEWATER UTILITY FUND	-56.84
690 - ELECTRIC UTILITY FUND	1,478.18
820 - GREENWOOD CEMETERY FUND	200.00
Grand Total:	8,560.52

Account Summary

Account Number	Account Name	Expense Amount
100-4192-62020	Computer Supplies	19.95
100-4194-62230	Building Maint & Repair	214.67
100-4240-62990	Misc. Operating Expense	69.87
100-4240-64390	Building Permit Surcharg	5,072.59
100-4540-62990	Misc. Operating Expense	359.46
100-4650-62020	Computer Supplies	21.44
100-4650-63030	Contracts Expense	862.50
610-4810-62510	Liquor for Resale	158.25
620-4840-62990	Misc. Operating Expense	160.45
680-4840-62880	Personal Protective Equi	-171.98
680-4840-62990	Misc. Operating Expense	115.14
690-14100	Inventory - Materials	513.41
690-4830-63890	Utilities Expense	71.77
690-4840-62990	Misc. Operating Expense	123.08
690-4850-62210	Equipment Maint & Rep	573.97
690-4890-63060	Credit Card Fees	195.95
820-4840-62880	Personal Protective Equi	100.00
820-4840-62990	Misc. Operating Expense	100.00
Grand Total:	Grand Total:	8,560.52

Project Account Summary

Project Account Key	Expense Amount
None	8,560.52
Grand Total:	8,560.52



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00108 - 08/10/21 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BRIAN MOYER							
BRIAN MOYER	799	08/10/2021	100-4510-63030	Contracts Expense	STUMP GRINDING SERVICE		1,919.00
Vendor BRIAN MOYER Total:							1,919.00
Vendor: CARDMEMBER SERVICE							
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	100-4210-62990	Misc. Operating Expense	AED BATTERY & PADS		254.29
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	100-4210-62990	Misc. Operating Expense	GUN SLING		28.75
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	100-4210-63320	Training Expense	LODGING - M BRUGGEMAN		317.88
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	100-4210-63320	Training Expense	LODGING - B TURESON IN		317.88
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	100-4670-62010	Office Supplies	MERCHANDISE RETURN CR		-12.09
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	100-4670-62010	Office Supplies	MERCHANDISE RETURN CR		-25.00
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	100-4670-62010	Office Supplies	EXPERIAN CR RPT CHARGE		14.99
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	100-4670-62010	Office Supplies	EXPERIAN CR RPT CHARGE		4.99
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	100-4670-62010	Office Supplies	EXPERIAN CR RPT CHARGE		24.99
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	620-4820-61010	Full-Time Salaries	AIRFARE - MPLS 07/01/21		84.00
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	620-4850-62210	Equipment Maint & Repair	VAN CAB FILE CABINET		223.59
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	690-4850-62360	Distribution Maint	ELECTRICAL PERMIT - WATE		36.00
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	690-4850-62360	Distribution Maint	ELECTRICAL PERMIT - VISIT		42.00
CARDMEMBER SERVICE	JUN/JUL 2021 STMT	08/10/2021	690-4890-64400	Travel, Conference, School	2021 USER GROUP CONF RE		1,095.00
Vendor CARDMEMBER SERVICE Total:							2,407.27
Vendor: COCA-COLA BOTTLING COMPANY							
COCA-COLA BOTTLING CO	3716228	08/10/2021	610-4810-62540	Soft Drinks/Mix for Resale	610481062540		478.50
COCA-COLA BOTTLING CO	3716266	08/10/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		154.00
COCA-COLA BOTTLING CO	3716311	08/10/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		320.00
COCA-COLA BOTTLING CO	3716355	08/10/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		231.50
COCA-COLA BOTTLING CO	3751403	08/10/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		244.00
Vendor COCA-COLA BOTTLING COMPANY Total:							1,428.00
Vendor: GARDEN VALLEY TECHNOLOGIES							
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	100-4150-63210	Communication Expense	PHONE CHARGES - AUG 202		0.39
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	100-4150-63210	Communication Expense	PHONE CHARGES - AUG 202		399.00
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	100-4220-63210	Communication Expense	PHONE CHARGES - AUG 202		66.95
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	100-4240-63210	Communication Expense	PHONE CHARGES - AUG 202		36.98
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	100-4312-63210	Communication Expense	PHONE CHARGES - AUG 202		83.97
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	100-4510-63210	Communication Expense	PHONE CHARGES - AUG 202		48.99
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	100-4570-63210	Communication Expense	PHONE CHARGES - AUG 202		9.99
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	100-4650-63210	Communication Expense	PHONE CHARGES - AUG 202		137.97
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	610-4830-63210	Communication Expense	PHONE CHARGES - AUG 202		80.98
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	620-4830-63210	Communication Expense	PHONE CHARGES - AUG 202		222.87

Council Approval Register

Packet: APPKT00108 - 08/10/21 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	630-4830-63210	Communication Expense	PHONE CHARGES - AUG 202		281.85
GARDEN VALLEY TECHNOLO	101091984	08/10/2021	690-4830-63210	Communication Expense	PHONE CHARGES - AUG 202		341.91
Vendor GARDEN VALLEY TECHNOLOGIES Total:							1,711.85
Vendor: MINNESOTA ENERGY GROUP-00003							
MINNESOTA ENERGY GROU	3801710198	08/10/2021	100-4220-63890	Utilities Expense	GAS METER READING - JULY		47.00
MINNESOTA ENERGY GROU	3801710198	08/10/2021	100-4550-63890	Utilities Expense	GAS METER READING - JULY		53.16
MINNESOTA ENERGY GROU	3801710198	08/10/2021	100-4560-63890	Utilities Expense	GAS METER READING - JULY		77.40
MINNESOTA ENERGY GROU	3801710198	08/10/2021	100-4570-63890	Utilities Expense	GAS METER READING - JULY		50.23
MINNESOTA ENERGY GROU	3801710198	08/10/2021	680-4830-63890	Utilities Expense	GAS METER READING - JULY		21.38
Vendor MINNESOTA ENERGY GROUP-00003 Total:							249.17
Vendor: MINNESOTA ENERGY GROUP-00007							
MINNESOTA ENERGY GROU	JUL 2021	08/10/2021	100-4194-63890	Utilities Expense	GAS METER READING - JUL		21.38
Vendor MINNESOTA ENERGY GROUP-00007 Total:							21.38
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE IN	135196	08/10/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		20,042.55
NORTHWEST BEVERAGE IN	135196	08/10/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		71.00
NORTHWEST BEVERAGE IN	135224	08/10/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		1,449.60
NORTHWEST BEVERAGE IN	135296	08/10/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		28,709.15
NORTHWEST BEVERAGE IN	135296	08/10/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		235.50
NORTHWEST BEVERAGE IN	135321	08/10/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		4,038.45
NORTHWEST BEVERAGE IN	135396	08/10/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		1,780.00
NORTHWEST BEVERAGE IN	135397	08/10/2021	610-4810-62520	Beer for Resale	BEER PURCHASE		26,819.00
NORTHWEST BEVERAGE IN	135397	08/10/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX CREDIT		-30.00
Vendor NORTHWEST BEVERAGE INC Total:							83,115.25
Vendor: PEPSI BEVERAGES COMPANY							
PEPSI BEVERAGES COMPAN	50240155	08/10/2021	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		581.60
Vendor PEPSI BEVERAGES COMPANY Total:							581.60
Vendor: POMPS TIRE SERVICE INC							
POMPS TIRE SERVICE INC	1550010119	08/10/2021	100-4210-62210	Equipment Maint & Repair	4 TIRES		726.28
Vendor POMPS TIRE SERVICE INC Total:							726.28
Vendor: T R F CONVENTION &							
T R F CONVENTION &	JUNE 2021	08/10/2021	100-4670-63030	Contracts Expense	JUNE LODGING TAX		16,609.54
Vendor T R F CONVENTION & Total:							16,609.54
Vendor: VERIZON WIRELESS #786782900							
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES		51.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4192-63020	Computer Maintenance & li	WIRELESS PHONE CHARGES		40.01
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4192-63020	Computer Maintenance & li	WIRELESS PHONE CHARGES		40.01
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4192-63210	Communication Expense	WIRELESS PHONE CHARGES		31.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4192-63210	Communication Expense	WIRELESS PHONE CHARGES		31.50

Council Approval Register

Packet: APPKT00108 - 08/10/21 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4194-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		31.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		36.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		31.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		31.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		31.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		31.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4240-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4510-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4510-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	100-4650-63210	Communication Expense	WIRELESS PHONE CHARGES		31.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	610-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	610-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		40.01
VERIZON WIRELESS #78678	9884621224	08/10/2021	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	650-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.76
VERIZON WIRELESS #78678	9884621224	08/10/2021	680-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
VERIZON WIRELESS #78678	9884621224	08/10/2021	820-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.50
Vendor VERIZON WIRELESS #786782900 Total:							1,580.79
Grand Total:							110,350.13

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	22,215.93
610 - LIQUOR DISPENSARY	85,288.83
620 - WATER UTILITY FUND	653.47
630 - ARENAS - VENUWORKS	281.85
650 - TOURIST PARK - VENUWORKS	41.76
680 - WASTEWATER UTILITY FUND	62.88
690 - ELECTRIC UTILITY FUND	1,763.91
820 - GREENWOOD CEMETERY FUND	41.50
Grand Total:	110,350.13

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63210	Communication Expense	533.89
100-4192-63020	Computer Maintenance	80.02
100-4192-63210	Communication Expense	63.00
100-4194-63210	Communication Expense	41.50
100-4194-63890	Utilities Expense	21.38
100-4210-62210	Equipment Maint & Rep	726.28
100-4210-62990	Misc. Operating Expense	283.04
100-4210-63210	Communication Expense	526.00
100-4210-63320	Training Expense	635.76
100-4220-63210	Communication Expense	66.95
100-4220-63890	Utilities Expense	47.00
100-4240-63210	Communication Expense	78.48
100-4312-63210	Communication Expense	83.97
100-4510-63030	Contracts Expense	1,919.00
100-4510-63210	Communication Expense	131.99
100-4550-63890	Utilities Expense	53.16
100-4560-63890	Utilities Expense	77.40
100-4570-63210	Communication Expense	9.99
100-4570-63890	Utilities Expense	50.23
100-4650-63210	Communication Expense	169.47
100-4670-62010	Office Supplies	7.88
100-4670-63030	Contracts Expense	16,609.54
610-4810-62520	Beer for Resale	82,838.75
610-4810-62540	Soft Drinks/Mix for Resal	2,286.10
610-4830-63210	Communication Expense	163.98
620-4820-61010	Full-Time Salaries	84.00
620-4830-63210	Communication Expense	345.88
620-4850-62210	Equipment Maint & Rep	223.59
630-4830-63210	Communication Expense	281.85
650-4830-63210	Communication Expense	41.76

Account Summary

Account Number	Account Name	Expense Amount
680-4830-63210	Communication Expense	41.50
680-4830-63890	Utilities Expense	21.38
690-4830-63210	Communication Expense	590.91
690-4850-62360	Distribution Maint	78.00
690-4890-64400	Travel, Conference, Scho	1,095.00
820-4830-63210	Communication Expense	41.50
Grand Total:		110,350.13

Project Account Summary

Project Account Key	Expense Amount
None	110,350.13
Grand Total:	110,350.13



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Fill Position of Fire Fighter

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: Approve a Public Safety Committee recommendation and authorize to fill a vacant position of Fire Fighter, due to the upcoming retirement of Michael Spears. Position will first be opened to Teamster #320 Fire employees and if not filled through the internal transfer process, the position will be opened to the public for filling.

BACKGROUND: A position has opened due to the intent to retire submitted by Michael Spears, effective August 27, 2021. The department needs to fill the position to run efficiently.

KEY ISSUES: None.

FINANCIAL CONSIDERATIONS: The position of Fire Fighter is a budgeted position.

LEGAL CONSIDERATION: None.

DEPARTMENT/RESPONSIBLE PERSON: Marty Semanko and Rick Beier, Co-Fire Chiefs

ATTACHMENTS:

None



Request for Council Action

DATE: 8/17/2021

SUBJECT: Approval to extend our participation in the Speed and Aggressive Driving Special Project with the MN Department of Public Safety (DPS).

RECOMMENDATION: It is respectfully requested that the Council consider the following Public Safety/Liquor Committee recommendation:

MOTION TO: To approve the extension of the 2021 TZD Grant to the Thief River Falls Police Department to share with the Pennington County Sheriff's office to September 30th, 2021.

BACKGROUND: The MN DPS determined that high speeds contributed to a higher number of traffic fatalities in 2020 and has created an enforcement wave called Speed and Aggressive Driving Special Project to promote safer driving habits. The TRF Police Department has acquired a pending award of \$5,800 for overtime traffic enforcement activities.

KEY ISSUES: The total award of \$5,800 will be split with the Pennington County Sheriff's Office (PCSO). The grant requires a 20% match for a total of \$1,160 (responsibility also to be shared with the PCSO). The match is not a monetary match, rather it requires on-shift officers to log any speed/aggressive driving traffic enforcement activities and this time, based on the officer's hourly straight-pay wage, is counted towards the match requirement. The enforcement wave will continue through September 30th, 2021.

This was previously approved through city council on March 16th, 2021, for this wave to last until July 31st, 2021. Because of the situations going on in Pennington County the Sheriff's office was not able to use up some of the hours and advised the Police Department that they could use them.

FINANCIAL CONSIDERATIONS: This is considered a match grant but will not require a budgetary adjustments or contributions.

LEGAL CONSIDERATION: The grant administrators request that the attached resolutions agreement be signed by the Mayor and returned to DPS.

DEPARTMENT/RESPONSIBLE PERSON: Chief of Police, Marissa Adam

ATTACHMENTS:

None



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Progression Raise for Jeremy Kasprzak, Apprentice Lineworker

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: To accept the Public Utilities Committee recommendation and grant Jeremy Kasprzak, Apprentice Lineworker, a progression raise. Mr. Kasprzak shall progress to Step 6 of 8 of the Grade Level 6/Pay Range 8 Apprentice Lineworker salary schedule, for a new hourly salary of \$31.57 effective to August 26, 2021.

BACKGROUND: Jeremy Kasprzak has completed all requirements to progress to Step 6 of the Journey Lineworker apprentice schedule.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Dale Narlock, Electric Superintendent

ATTACHMENTS:

None



CITY OF THIEF RIVER FALLS

Temporary Intoxicating Liquor License Application

City Code Section 111.086

APPLICANT: Falls Under 40 (Thief River Falls Chamber of Commerce)
(must be a club, charitable, religious, or non-profit organization, duly incorporated as a nonprofit or religious corporation under the laws of Minnesota and in existence for at least three years or a political committee registered under MS 10A.14 and applicant must sponsoring the event that alcohol is being served)

CONTACT PERSON: John Syvertsen

ADDRESS: 1511 Meadowlark CT, Thief River Falls, MN

PHONE: 218-416-2002 syvertjo@live.com

TYPE OF EVENT: Beer tasting Festival

LICENSING PERIOD: Sept 11 2021

HOURS OF OPERATION: 3pm - 7pm

FACILITY/PLACE TO BE USED: Pennington County Fairgrounds

Applicant will present this request to the City Administrator's Office who will forward the application to the Public Safety Committee for review. The application must be presented to the City Administrator's Office at least one month before the event. The Public Safety Committee will present their recommendation to the City Council for action.

If approved, the license will not become valid until approved by the Commissioner.

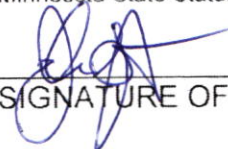
If approved, the applicant must provide suitable Proof of Insurance covering liquor liability. The City of Thief River Falls shall be named as an additional insured.

Cost of the license is \$35.00 per day.

Applicant shall comply with all restrictions, limitations, and regulations for the sale of liquor under the City Code and State Statutes.

Applicant hereby agrees to obtain a resolution of its governing board wherein applicant agrees to indemnify and hold harmless the City of Thief River Falls and its elected officials, employees, and agents, from and against any and all liabilities, judgements, settlements, losses, costs, or charges, including attorneys' fees, incurred by the City of Thief River Falls, and/or any of its elected officials, employees, and agents, as a result of any claim, demand, action, or suit relating to any bodily injury (including death), loss of property, and/or property damage caused by, arising out of, or relating to or associated with the granting of a temporary intoxicating liquor license to applicant.

Applicant also understands that all information contained on this application is public data according to Chapter 13 of the Minnesota State Statute. Failure to provide the requested information may result in the application being denied.


SIGNATURE OF APPLICANT

7/26/2021
DATE

Business Record Details »

Minnesota Business Name
Thief River Falls Chamber of Commerce

Business Type	MN Statute
Nonprofit Corporation (Domestic)	317A
File Number	Home Jurisdiction
4688-NP	Minnesota
Filing Date	Status
08/12/1947	Active / In Good Standing
Renewal Due Date	Registered Office Address
12/31/2022	2017 Hwy 59 SE Thief River Falls, MN 56701 USA
Number of Shares	Registered Agent(s)
NONE	(Optional) Currently No Agent
President	
Ashley Nerhus 102 Main Ave N THIEF RIVER FALLS, MN 56701 USA	

Filing History

Filing History

Select the item(s) you would like to order: Order Selected Copies

☐	Filing Date	Filing	Effective Date
☐	08/12/1947	Original Filing - Nonprofit Corporation (Domestic)	
	08/12/1947	Nonprofit Corporation (Domestic) Business Name (Business Name: Thief River Falls Civic and Commerce Association)	

☐	Filing Date	Filing	Effective Date
☐	10/20/1961	Nonprofit Corporation (Domestic) Business Name (Business Name: Thief River Falls Chamber of Commerce)	
☐	06/28/1990	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
☐	11/20/2009	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
☐	11/1/2016	Registered Office - Nonprofit Corporation (Domestic)	

© 2021 Office of the Minnesota Secretary
of State - Terms & Conditions

The Office of the Secretary of State is an
equal opportunity employer

☒ Subscribe for email updates!



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Thief River Falls Chamber of Commerce		Date organized 8/12/1947	Tax exempt number 41-0643422
Address 102 Main Ave N	City Thief River Falls	State Minnesota	Zip Code 56701
Name of person making application John Syverson		Business phone 218-683-7612	Home phone 218-416-2082
Date(s) of event September 11, 2021	Type of organization ☐ Microdistillery ☐ Small Brewer ☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit		
Organization officer's name John Syverson	City Thief River Falls	State Minnesota	Zip Code 56701
Organization officer's name	City	State Minnesota	Zip Code
Organization officer's name	City	State Minnesota	Zip Code
Organization officer's name	City	State Minnesota	Zip Code

Location where permit will be used. If an outdoor area, describe.

**Penningsen County Fairgrounds
Fenced in area around the bandstand**

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

North Risk Partners

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Approval to Purchase Greenwood Cemetary Markers

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: Approve purchase of cemetery markers from Andover Marker Company in the amount of \$1,272.25.

BACKGROUND: This improvement had been discussed for a few years in response of efforts to improve aesthetics and organizational clarity to greenwood cemetery.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The expense is a budgeted expense covered in the cemetery department's 2021 budget. Labor and installation of materials to be performed by public works department.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Traffis Giffen, Public Works Director

ATTACHMENTS:

1.	Cemetery markers comparison
2.	cemetery lot maps

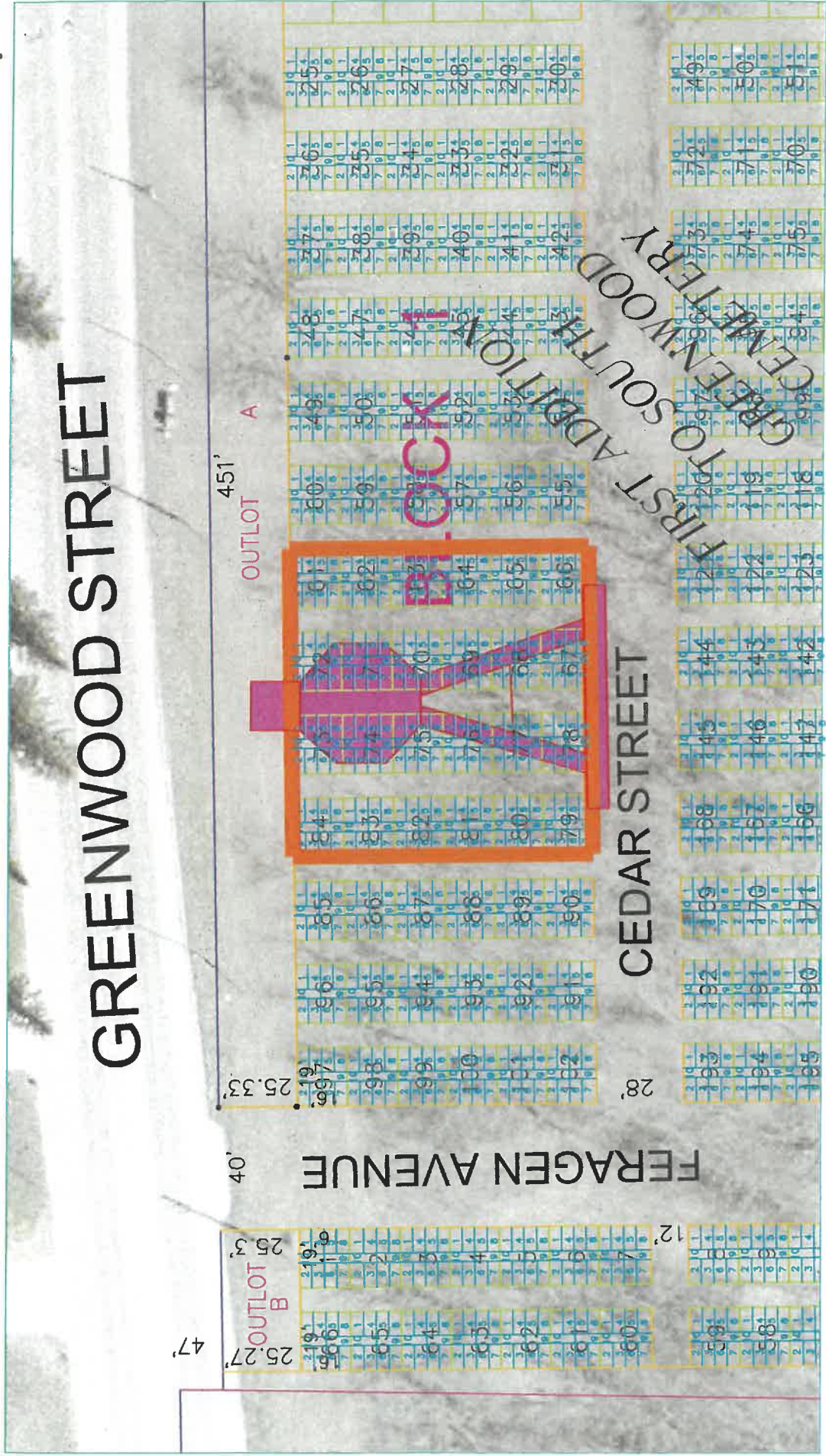


Left top: current cemetery lot # signs

Left bottom: proposed cemetery lot # signs.

Bottom right: vertical sign post on entrances to cemetery indicating which section(s) the entrance is accessing.





American Legion Property Acquisition

Legal Description
Lots 61 - 84, Block 1, First Addition to South Greenwood Cemetery

"Exhibit A"



634 BERKLEY ST
BERKLEY, MA 02779
Phone # (508) 822-3127
Fax # (508) 824-5895

Estimate

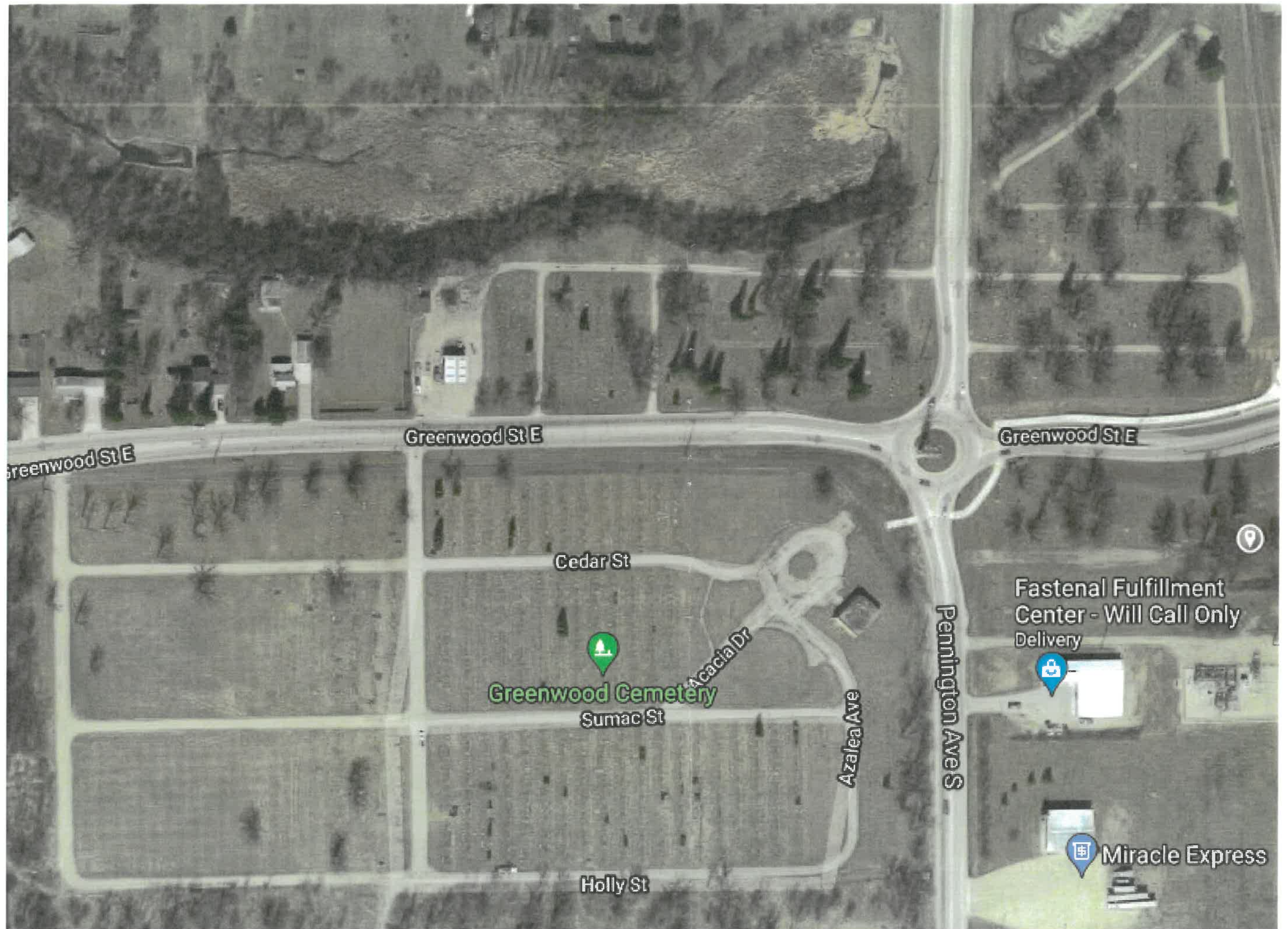
Date	Estimate #
8/10/2021	1693

Name / Address
City of Thief River Falls Public Works Department PO Box 528 Thief River Falls, MN 56701

Ship To
City of Thief River Falls Public Works Department 1121 Atlantic Avenue North Thief River Falls, MN 56701

Item	Description	Qty	Cost	Total
5 " X 5"	5" X 5" with 8" Spike	200	4.90	980.00
Shipping & Handling	UPS Ground*	1	292.25	292.25
*** NOTE *** Shipping charges are estimated and are subject to change with out notice due to surcharges. If you have any questions please feel free to contact us. Thank You!				
Total			\$1,272.25	

Visit us at
www.andovermarker.com





City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Approval to Purchase and Repair Roof at LaFave Park Bathhouse.

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: Approve the purchase materials for roof repair of the building from Peterson Lumber in the amount of \$1,815.28.

BACKGROUND: This improvement had been delayed for a few years in response of the splash park fund progress. The condition is starting to affect the structural integrity of the building, improvement is needed to stop deterioration.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The expense is a budgeted expense covered in the parks department's 2021 budget. Labor and installation of materials to be performed by public works department.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Traffis Giffen, Public Works Director

ATTACHMENTS:

1.	Lafave restroom existing
2.	lafave material estimate

Current roof condition of restrooms at Lafave Park.





Peterson Lumber
1313 N Main Ave
PO Box 678
Thief River Falls MN 56701
218-681-3381



QUOTE

2108-019598

PAGE 1 OF 1

SOLD TO
CITY OF THIEF RIVER FALLS P.O. BOX 528 THIEF RIVER FALLS MN 56701

JOB ADDRESS
CITY OF THIEF RIVER FALLS P.O. BOX 528 THIEF RIVER FALLS MN 56701

ACCOUNT	JOB
CI810	0
CREATED ON	08/11/2021
EXPIRES ON	09/10/2021
BRANCH	1000
CUSTOMER PO#	
STATION	P3
CASHIER	PS1
SALESPERSON	
ORDER ENTRY	PS1
MODIFIED BY	

Thank you for your business!

Item	Description	D	Quantity	U/M	Price	Per	Amount
7RCLM30A	LANDMARK 30 SHINGLES		31	BDL	37.5032	BDL	1162.60
5MREW12D	12' ODE ROLLEX ROOF EDGE WHITE		14	EA	9.4696	EA	132.57
7R2GAF	WINTERGUARD 3 X 32'-6"		3	EA	48.6837	EA	146.05
7R040	DUPONT PRO TEC 160 ROOF UNDERL		1	EA	135.9526	EA	135.95
4MBRKMLDP	BRICK MOULDING		3	LF	1.2000	LF	3.60
5FB114	1 1/4" COIL NAILS		1	CTN	34.5135	CTN	34.51
<i>Handwritten notes:</i> + \$75.00 Nailer rent + 100.00 stain + 25.00 brushes							
					Subtotal		1,615.28
					MINN 6.875% EXE: EXEMPT NO??	Sales Tax	0.00
					Total		1,615.28

Buyer:

Handwritten: + 200.00
\$1,815.28

Signature



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Approval to fill position of Public Works Mechanic

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: To accept the Public Works Committee recommendation to authorize to begin the process to fill a position of Mechanic in the Public Works Department. Position shall be offered to Teamster #320 employees as per union contract and if not filled, shall be opened to the public.

BACKGROUND: The Public Works Department is seeking to fill a position of Mechanic to enable the employee to receive experience alongside the current Mechanic during the fall/winter months, prior to his retirement.

KEY ISSUES: None.

FINANCIAL CONSIDERATIONS: None.

LEGAL CONSIDERATION: None.

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

None



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Approval of Employment of Jeremy Treitline as Billing Clerk II

RECOMMENDATION: It is respectfully requested the Council consider the following:

MOTION TO: To approve the employment of Jeremy Treitline as a Billing Clerk II employee in the Utilities Billing Office. Mr. Treitline shall begin employment on August 24, 2021 at Step 4 (\$28.75 per hour) of the Grade Level 5 Billing Clerk II salary schedule. Employment is contingent upon successful passage of all background and employment requirements.

BACKGROUND: The City Council authorized the process to fill the position by Resolution No. 6-144-21 following the resignation of Ellen Opoien. No internal applications were received, and the position was opened to the public. Mr. Treitline was the recommended applicant to fill the position.

KEY ISSUES: None.

FINANCIAL CONSIDERATIONS: The position is a budgeted 2021 position.

LEGAL CONSIDERATION: None.

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Approve Mayor Appointment of Mike Lorenson to go to the Market Rate Study Committee Meetings

RECOMMENDATION:

MOTION TO:

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON:

ATTACHMENTS:

None



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Approval of Banding & Grading JET System

RECOMMENDATION: It is respectfully requested the council consider the following motion:

MOTION TO: To proceed with the JET position scoring system through David Drown Associates for the classification and compensation study of the employment positions of the City of Thief River Falls workforce.

BACKGROUND: The City of Thief River Falls has for the past 20+ years has utilized the Decision Band Method (DBM) for banding/grading of its employment positions within the City of thief Falls; and

KEY ISSUES: The City of Thief River Falls is in the process of conducting a classification and compensation study of the employment positions through David Drown Associates;

A working group consisting of City staff, union member representation, and City Council have studied three options of banding/grading of the employment positions and has recommended that City utilize the JET scoring system for position classification purposes.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Vacation of Street Right-of-Way

RECOMMENDATION: It is respectfully requested that the Council consider the Following Public Works Committee recommendation:

MOTION TO: Approve the vacation of street right-of-way adjacent to the Canadian Pacific Railroad in Greendale Manufactured Home Park as legally described in the attached Hearing notice and dedicate the full right-of-way to Leslie Snetting. This property is no longer needed by the city, and it would be in the best interest of the city to vacate said right-of-way.

BACKGROUND: This street right-of-way was dedicated to the city when Greendale Manufactured Home Park was being developed to facilitate the construction of a loop road. When the streets were constructed, cul-de-sacs were built rather than the loop road. As a result, this property was not needed, and mobile homes were placed partially on a portion of this right-of-way.

KEY ISSUES: Snetttings are in the process of cleaning up any title issues in the park and are requesting this right-of-way be vacated and deeded to them. This was discussed in 2012 when the Greenwood Street underpass was constructed with agreement from the city and the process was never formally completed.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION: The city council may call for a public hearing and approve a street vacation. This is petitioned street vacation.

DEPARTMENT/RESPONSIBLE PERSON: Mark Borseth – Community Development Consultant

ATTACHMENTS:

1.	Certificate of Survey
----	-----------------------



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Chief's Coulee Storm Drainage System

RECOMMENDATION: It respectfully requested to consider approving Task Order # 1 from HDR Engineering for the preliminary study of the drainage of Chief's Coulee.

MOTION TO: Approve Task Order # 1 with HDR Engineering for Chief's Coulee in the amount of \$19,640.00.

BACKGROUND: The City of Thief River Falls has working with the Red Lake Watershed District and MPCA on different contamination sources in Chief's Coulee for the past few years. Agriculture runoff from North of 15th Street enters the City's storm water system and continues through industrial and urban areas which travels through various segments of the Northeast side of the City, angling Southeast to Red Robe Park where it enters the Red Lake River.

KEY ISSUES: This study will identify the stakeholders and partners, along with identifying deficiencies and analyzing potential improvements along with addressing water quality improvements. This study is expected to take about four months.

FINANCIAL CONSIDERATIONS: Cost of Task order # 1 is \$19,640.00 and will be paid out of the Storm Water Utility.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Wayne Johnson, Water Systems Superintendent

ATTACHMENTS:

1.	2021 TRF HDR Chiefs Coulee Proposal - 3AUG2021
----	--



August 3, 2021

Mr. Wayne Johnson, Water Systems Superintendent
City of Thief River Falls
405 Third Street East
Thief River Falls, MN 56701

RE: Chief's Coulee – Task Order #1

Dear Mr. Johnson,

In response to your request for engineering services for Chief's Coulee, HDR Engineering, Inc. (HDR) is pleased to provide the following proposal for preliminary study of the drainage system known as Chief's Coulee. Future project tasks and services required to successfully complete the project may be identified separately as they arise, under additional task orders.

We look forward to the opportunity to work with you on this project. If you have any questions regarding the attached scope of services, please contact me at (218) 681-6100.

Sincerely,

HDR Engineering, Inc.

Jacob Huwe, P.E.
Project Manager

Christine Wiegert, Vice President
MN/WI Area Manager

Encl: Proposal, Task Order #1
HDR Engineering, Inc. Terms and Conditions for Professional Services
Budget Spreadsheet

Project Understanding and Scope of Services

HDR understands that the City of Thief River Falls (City) is interested in developing a project that will improve conditions throughout a drainage system known as Chief's Coulee. The existing drainage system consists of open channel and storm sewer. The drainage area begins north of the City and is a mixture of agricultural land, industrial areas, and urban development. The downstream receiving water body for this system is the Red Lake River. This scope of work includes tasks and deliverables deemed necessary to assess the drainage system, identify deficiencies, analyze potential improvements and their feasibility, and report the findings to the City. A fee estimate for completing these tasks is presented following the Scope of Services.

Proposed Project Team

The project team will consist of HDR staff that has experience in developing engineering and environmental documentation in addition to well established relationships with agency experts that will likely be involved in this process. The team may consist of the following staff:

Role	Staff
Project Manager	Jacob Huwe, PE
Water Resources Engineers	Dillon Nelson, PE Mike Ryan, PE
Wetlands Scientist	Mike Swenson
Technician	Randy Knott
QA/QC	Nate Dalager, PE
EIT/Civil Coordinators	Brendon Gearhart, EIT Cody Hanson

Scope of Services

1.0 Project Management & Coordination Meetings

This task consists of the overall management of the project, project communication, coordination of conferences/meetings, and contacting of funding partners.

- 1.1 **Project Management.** Monitor and control the Project budget, scope of work, and schedule; management of the Project goals and objectives; management and coordination of resources including staff scheduling and invoicing.

DELIVERABLES:

- Monthly invoices and coordination with the City.

ASSUMPTIONS:

- Duration of the task is ~4 months.

2.0 Assessment

This task includes gathering existing information, determining gaps in the data, and collecting additional survey data. Wetland delineations are not anticipated to be necessary at this time.

- 2.1 **Review Available Data.** HDR will collect and review available data, including:
- Local rainfall and flooding data

- Publicly available LiDAR topography and other GIS data
- Trunk Highway 1 as-built drawings
- Trunk Highway 32 as-built drawings
- City utilities drawings

2.2 **Survey.** HDR will gather field survey for Chief's Coulee. This survey is necessary to:

- Determine the functionality of the drainage system
- Define the drainage area

Survey will include channel cross-sections, culverts, and storm sewer size and invert elevations. Data will be processed and delivered as part of this task.

DELIVERABLES:

- Field survey and gathered data as a digital map including elevations, boundaries, and existing utilities.

ASSUMPTIONS:

- Soil borings will not be required.
- Wetlands will not be delineated.
- Hydraulic modeling is not included in this scope of services.
- Water quality analysis is not included in this scope of services.
- Concept-level analyses will be sufficient to support task 3.3 – Grant Application.

3.0 Planning

This task involves working with the City and other stakeholders to identify the purpose and need for the Project. The City is also interested in pursuing water quality grants. HDR will prepare and submit grant applications to assist with Project planning.

- 3.1 **Stakeholder Meetings.** HDR will prepare information about the drainage system and present the findings to the City and other stakeholders. Up to three meetings are anticipated to solicit enough input for proper project planning and development.
- 3.2 **Concept Alternatives.** HDR will identify up to three initial alternatives, and conduct feasibility analyses. The analyses will include discussion of potential benefits, costs, and challenges for each alternative. Concept drawings may be included to effectively communicate the alternatives.
- 3.3 **Grant Application.** HDR will prepare a water quality related grant application, and work to secure funding for the Project.

DELIVERABLES:

- Concept memorandum.
- Presentations for stakeholder meetings.
- Up to two grant applications for water quality Project funding.

ASSUMPTIONS:

- Three stakeholder meetings will be held in Thief River Falls and attended by one HDR team member.
- Additional alternatives or planning activities not described in this scope of services will require additional time and fee and will be developed as the next task order and proposal for engineering services.

Cost Estimate

The design fee estimate for the completion of Tasks 1 through 3 is **\$19,640**, as outlined in the attached breakdown of tasks, hours, and expenses. This work will be performed on a time and materials not-to-exceed basis. HDR will invoice monthly based on work progress. Our estimated costs are based upon our local experience and understanding of the scope of work and assumptions listed. Should the scope of work be modified, it may be necessary to review scope changes and our cost estimate.

Future Task Orders

The following tasks are anticipated for future phases of this project. *These tasks are not included in the price proposal provided herein*, and would be provided separately at such time as the City elects to initiate them.

- Permitting Support
- Funding Support
- Water Quality Monitoring
- Design of the Preferred Alternative
- Plans and Specifications

Please indicate your acceptance of this proposal by signing the Notice to Proceed (below) and returning one copy of the signed proposal to HDR. If you have any questions, please contact me at 218.681.6100.

Regards,
HDR Engineering, Inc.



Jacob Huwe, PE
Project Manager/Engineer

Christine Wiegert, Vice President
MN-WI Area Manager

Encl: HDR Engineering, Inc. Terms and Conditions for Professional Services, Budget Spreadsheet

NOTICE TO PROCEED

Owner: **City of Thief River Falls**

Consultant: **HDR Engineering, Inc.**

By: _____

By: _____

Name: _____

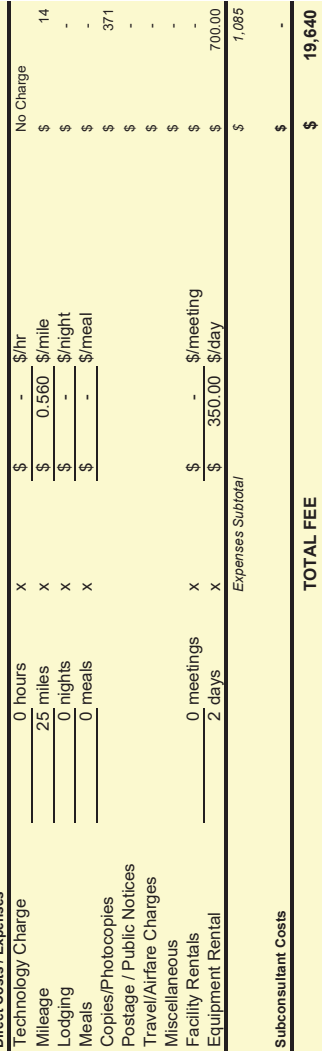
Name: Christine Wiegert, Vice President

Title: _____

Title: MN-WI Area Manager

Labor Charges/Hours per Team Member	
\$, Thousands	Labor Hours
Principal	14
PM	371
Tech	-
Engineer	-
EIT	-
Scientist	-
Planner	-
Controller	-
Accounting	-

Direct Costs / Expenses		Expenses Subtotal	
Technology Charge	0 hours	\$ -	\$/hr
Mileage	25 miles	\$ 0.560	\$/mile
Lodging	0 nights	-	\$/night
Meals	0 meals	-	\$/meal
Copies/Photocopies			
Postage / Public Notices			
Travel/Airfare Charges			
Miscellaneous			
Facility Rentals	0 meetings	\$ -	\$/meeting
Equipment Rental	2 days	\$ 350.00	\$/day
		Expenses Subtotal	
		\$ 700.00	
Subconsultant Costs		\$ 1,085	
TOTAL FEE		\$ 19,640	



HDR Engineering, Inc. Terms and Conditions for Professional Services

1. STANDARD OF PERFORMANCE

The standard of care for all professional engineering, consulting and related services performed or furnished by ENGINEER and its employees under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under the same or similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

2. INSURANCE/INDEMNITY

ENGINEER agrees to procure and maintain, at its expense, Workers' Compensation insurance as required by statute; Employer's Liability of \$250,000; Automobile Liability insurance of \$1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; Commercial General Liability insurance of \$1,000,000 combined single limit for personal injury and property damage; and Professional Liability insurance of \$1,000,000 per claim for protection against claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which ENGINEER is legally liable. If flying an Unmanned Aerial System (UAS or drone), ENGINEER will procure and maintain aircraft unmanned aerial systems insurance of \$1,000,000 per occurrence. OWNER shall be made an additional insured on Commercial General and Automobile Liability insurance policies and certificates of insurance will be furnished to the OWNER. ENGINEER agrees to indemnify OWNER for third party personal injury and property damage claims to the extent caused by ENGINEER's negligent acts, errors or omissions. However, neither Party to this Agreement shall be liable to the other Party for any special, incidental, indirect, or consequential damages (including but not limited to loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; and/or fines or penalties), loss of profits or revenue arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to any such damages caused by the negligence, errors or omissions, strict liability or breach of contract.

3. OPINIONS OF PROBABLE COST (COST ESTIMATES)

Any opinions of probable project cost or probable construction cost provided by ENGINEER are made on the basis of information available to ENGINEER and on the basis of ENGINEER's experience and qualifications, and represents its judgment as an experienced and qualified professional engineer. However, since ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s)' methods of determining prices, or over competitive bidding or market conditions, ENGINEER does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost ENGINEER prepares.

4. CONSTRUCTION PROCEDURES

ENGINEER's observation or monitoring portions of the work performed under construction contracts shall not relieve the contractor from its responsibility for performing work in accordance with applicable contract documents. ENGINEER shall not control or have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction. ENGINEER shall not be responsible for the acts or omissions of the contractor or other parties on the project. ENGINEER shall be entitled to review all construction contract documents and to require that no provisions extend the duties or liabilities of ENGINEER

beyond those set forth in this Agreement. OWNER agrees to include ENGINEER as an indemnified party in OWNER's construction contracts for the work, which shall protect ENGINEER to the same degree as OWNER. Further, OWNER agrees that ENGINEER shall be listed as an additional insured under the construction contractor's liability insurance policies.

5. CONTROLLING LAW

This Agreement is to be governed by the law of the state where ENGINEER's services are performed.

6. SERVICES AND INFORMATION

OWNER will provide all criteria and information pertaining to OWNER's requirements for the project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations. OWNER will also provide copies of any OWNER-furnished Standard Details, Standard Specifications, or Standard Bidding Documents which are to be incorporated into the project.

OWNER will furnish the services of soils/geotechnical engineers or other consultants that include reports and appropriate professional recommendations when such services are deemed necessary by ENGINEER. The OWNER agrees to bear full responsibility for the technical accuracy and content of OWNER-furnished documents and services.

In performing professional engineering and related services hereunder, it is understood by OWNER that ENGINEER is not engaged in rendering any type of legal, insurance or accounting services, opinions or advice. Further, it is the OWNER's sole responsibility to obtain the advice of an attorney, insurance counselor or accountant to protect the OWNER's legal and financial interests. To that end, the OWNER agrees that OWNER or the OWNER's representative will examine all studies, reports, sketches, drawings, specifications, proposals and other documents, opinions or advice prepared or provided by ENGINEER, and will obtain the advice of an attorney, insurance counselor or other consultant as the OWNER deems necessary to protect the OWNER's interests before OWNER takes action or forebears to take action based upon or relying upon the services provided by ENGINEER.

7. SUCCESSORS, ASSIGNS AND BENEFICIARIES

OWNER and ENGINEER, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither OWNER nor ENGINEER will assign, sublet, or transfer any interest in this Agreement or claims arising therefrom without the written consent of the other. No third party beneficiaries are intended under this Agreement.

8. RE-USE OF DOCUMENTS

All documents, including all reports, drawings, specifications, computer software or other items prepared or furnished by ENGINEER pursuant to this Agreement, are instruments of service with respect to the project. ENGINEER retains ownership of all such documents. OWNER may retain copies of the documents for its information and reference in connection with the project; however, none of the documents are intended or represented to be suitable for reuse by OWNER or others on extensions of the project or on any other project. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to ENGINEER, and OWNER will defend, indemnify and hold harmless ENGINEER from all claims, damages, losses and expenses, including attorney's fees, arising or resulting therefrom. Any such verification or adaptation will

entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

9. TERMINATION OF AGREEMENT

OWNER or ENGINEER may terminate the Agreement, in whole or in part, by giving seven (7) days written notice to the other party. Where the method of payment is "lump sum," or cost reimbursement, the final invoice will include all services and expenses associated with the project up to the effective date of termination. An equitable adjustment shall also be made to provide for termination settlement costs ENGINEER incurs as a result of commitments that had become firm before termination, and for a reasonable profit for services performed.

10. SEVERABILITY

If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term or condition.

11. INVOICES

ENGINEER will submit monthly invoices for services rendered and OWNER will make payments to ENGINEER within thirty (30) days of OWNER's receipt of ENGINEER's invoice.

ENGINEER will retain receipts for reimbursable expenses in general accordance with Internal Revenue Service rules pertaining to the support of expenditures for income tax purposes. Receipts will be available for inspection by OWNER's auditors upon request.

If OWNER disputes any items in ENGINEER's invoice for any reason, including the lack of supporting documentation, OWNER may temporarily delete the disputed item and pay the remaining amount of the invoice. OWNER will promptly notify ENGINEER of the dispute and request clarification and/or correction. After any dispute has been settled, ENGINEER will include the disputed item on a subsequent, regularly scheduled invoice, or on a special invoice for the disputed item only.

OWNER recognizes that late payment of invoices results in extra expenses for ENGINEER. ENGINEER retains the right to assess OWNER interest at the rate of one percent (1%) per month, but not to exceed the maximum rate allowed by law, on invoices which are not paid within thirty (30) days from the date OWNER receives ENGINEER's invoice. In the event undisputed portions of ENGINEER's invoices are not paid when due, ENGINEER also reserves the right, after seven (7) days prior written notice, to suspend the performance of its services under this Agreement until all past due amounts have been paid in full.

12. CHANGES

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement. Adjustments in the period of services and in compensation shall be in accordance with applicable paragraphs and sections of this Agreement. Any proposed fees by ENGINEER are estimates to perform the services required to complete the project as ENGINEER understands it to be defined. For those projects involving conceptual or process development services, activities often are not fully definable in the initial planning. In any event, as the project progresses, the facts developed may dictate a change in the services to be performed, which may alter the scope. ENGINEER will inform OWNER of such situations so that changes in scope and adjustments to the time of performance and compensation can be made as required. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance of the services, an equitable adjustment shall be made, and the Agreement modified accordingly.

13. CONTROLLING AGREEMENT

These Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document.

14. EQUAL EMPLOYMENT AND NONDISCRIMINATION

In connection with the services under this Agreement, ENGINEER agrees to comply with the applicable provisions of federal and state Equal Employment Opportunity for individuals based on color, religion, sex, or national origin, or disabled veteran, recently separated veteran, other protected veteran and armed forces service medal veteran status, disabilities under provisions of executive order 11246, and other employment, statutes and regulations, as stated in Title 41 Part 60 of the Code of Federal Regulations § 60-1.4 (a-f), § 60-300.5 (a-e), § 60-741 (a-e).

15. HAZARDOUS MATERIALS

OWNER represents to ENGINEER that, to the best of its knowledge, no hazardous materials are present at the project site. However, in the event hazardous materials are known to be present, OWNER represents that to the best of its knowledge it has disclosed to ENGINEER the existence of all such hazardous materials, including but not limited to asbestos, PCB's, petroleum, hazardous waste, or radioactive material located at or near the project site, including type, quantity and location of such hazardous materials. It is acknowledged by both parties that ENGINEER's scope of services do not include services related in any way to hazardous materials. In the event ENGINEER or any other party encounters undisclosed hazardous materials, ENGINEER shall have the obligation to notify OWNER and, to the extent required by law or regulation, the appropriate governmental officials, and ENGINEER may, at its option and without liability for delay, consequential or any other damages to OWNER, suspend performance of services on that portion of the project affected by hazardous materials until OWNER: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the hazardous materials; and (ii) warrants that the project site is in full compliance with all applicable laws and regulations. OWNER acknowledges that ENGINEER is performing professional services for OWNER and that ENGINEER is not and shall not be required to become an "arranger," "operator," "generator," or "transporter" of hazardous materials, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA), which are or may be encountered at or near the project site in connection with ENGINEER's services under this Agreement. If ENGINEER's services hereunder cannot be performed because of the existence of hazardous materials, ENGINEER shall be entitled to terminate this Agreement for cause on 30 days written notice. To the fullest extent permitted by law, OWNER shall indemnify and hold harmless ENGINEER, its officers, directors, partners, employees, and subconsultants from and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from hazardous materials, provided that (i) any such cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property (other than completed Work), including the loss of use resulting therefrom, and (ii) nothing in this paragraph shall obligate OWNER to indemnify any individual or entity from and against the consequences of that individual's or entity's sole negligence or willful misconduct.

16. EXECUTION

This Agreement, including the exhibits and schedules made part hereof, constitute the entire Agreement between ENGINEER and OWNER, supersedes and controls over all prior written or oral

understandings. This Agreement may be amended, supplemented or modified only by a written instrument duly executed by the parties.

17. ALLOCATION OF RISK

OWNER AND ENGINEER HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING ENGINEER'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE RISKS, SO, TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF ENGINEER (AND ITS RELATED CORPORATIONS, SUBCONSULTANTS AND EMPLOYEES) TO OWNER AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE LESSER OF \$1,000,000 OR ITS FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF ENGINEER'S SERVICES OR THIS AGREEMENT REGARDLESS OF CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY.

18. LITIGATION SUPPORT

In the event ENGINEER is required to respond to a subpoena, government inquiry or other legal process related to the services in connection with a legal or dispute resolution proceeding to which ENGINEER is not a party, OWNER shall reimburse ENGINEER for reasonable costs in responding and compensate ENGINEER at its then standard rates for reasonable time incurred in gathering information and documents and attending depositions, hearings, and trial.

19. NO THIRD PARTY BENEFICIARIES

No third party beneficiaries are intended under this Agreement. In the event a reliance letter or certification is required under the scope of services, the parties agree to use a form that is mutually acceptable to both parties.

20. UTILITY LOCATION

If underground sampling/testing is to be performed, a local utility locating service shall be contacted to make arrangements for all utilities to determine the location of underground utilities. In addition, OWNER shall notify ENGINEER of the presence and location of any underground utilities located on the OWNER's property which are not the responsibility of private/public utilities. ENGINEER shall take reasonable precautions to avoid damaging underground utilities that are properly marked. The OWNER agrees to waive any claim against ENGINEER and will indemnify and hold ENGINEER harmless from any claim of liability, injury or loss caused by or allegedly caused by ENGINEER's damaging of underground utilities that are not properly marked or are not called to ENGINEER's attention prior to beginning the underground sampling/testing.

21. UNMANNED AERIAL SYSTEMS

If operating UAS, ENGINEER will obtain all permits or exemptions required by law to operate any UAS included in the services. ENGINEER's operators have completed the training, certifications and licensure as required by the applicable jurisdiction in which the UAS will be operated. OWNER will obtain any necessary permissions for ENGINEER to operate over private property, and assist, as necessary, with all other necessary permissions for operations.

22. OPERATIONAL TECHNOLOGY SYSTEMS

OWNER agrees that the effectiveness of operational technology systems ("OT Systems") and features designed, recommended or assessed by ENGINEER are dependent upon OWNER's continued operation and maintenance of the OT Systems in accordance with all standards, best practices, laws, and regulations that govern the operation and maintenance of the OT Systems. OWNER shall be solely responsible for operating and maintaining the OT System in accordance with applicable industry standards (i.e. ISA, NIST, etc.)

and best practices, which generally include but are not limited to, cyber security policies and procedures, documentation and training requirements, continuous monitoring of assets for tampering and intrusion, periodic evaluation for asset vulnerabilities, implementation and update of appropriate technical, physical, and operational standards, and offline testing of all software/firmware patches/updates prior to placing updates into production. Additionally, OWNER recognizes and agrees that OT Systems are subject to internal and external breach, compromise, and similar incidents. Security features designed, recommended or assessed by ENGINEER are intended to reduce the likelihood that OT Systems will be compromised by such incidents. However, ENGINEER does not guarantee that OWNER's OT Systems are impenetrable and OWNER agrees to waive any claims against ENGINEER resulting from any such incidents that relate to or affect OWNER's OT Systems.

23. FORCE MAJEURE

ENGINEER shall not be responsible for delays caused by factors beyond ENGINEER's reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, government ordered industry shutdowns, power or server outages, acts of nature, widespread infectious disease outbreaks (including, but not limited to epidemics and pandemics), failure of any governmental or other regulatory authority to act in a timely manner, failure of the OWNER to furnish timely information or approve or disapprove of ENGINEER's services or work product, or delays caused by faulty performance by the OWNER's or by contractors of any level or any other events or circumstances not within the reasonable control of the party affected, whether similar or dissimilar to any of the foregoing. When such delays beyond ENGINEER's reasonable control occur, the OWNER agrees that ENGINEER shall not be responsible for damages, nor shall ENGINEER be deemed in default of this Agreement, and the parties will negotiate an equitable adjustment to ENGINEER's schedule and/or compensation if impacted by the force majeure event or condition.



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 8/17/2021

SUBJECT: Water Treatment Plant Unit Heaters

RECOMMENDATION: It respectfully requested to consider approving the quote from Johnson Controls to replace eleven electric duct heaters.

MOTION TO: Approve the quote from Johnson Controls, Inc to replace eleven electric duct heaters in the amount of \$40,890.00.

BACKGROUND: The Water Treatment Plant was upgraded and increased in capacity in 1991. At that time the heating system was replaced with all electric heat. The duct heaters in the office, control room, lab and climate control room are burning out and need to be replaced. Johnson Controls have been repairing them the last three years, but they are now obsolete.

KEY ISSUES: This project is in the 2022 budget, but because of the current supply chain timelines the material will take several weeks to arrive once ordered.

FINANCIAL CONSIDERATIONS: Quote is for \$ 40,890.00 and is in the 2022 capital budget.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Wayne Johnson, Water Systems Superintendent

ATTACHMENTS:

1.	2021 JCI TRF Water Treatment Plant EDH Replacement
----	--

EDH Replacement Proposal

Fargo ND Common Branch
2320 12TH ST N
FARGO, ND 58102-1806
Phone: 866-598-6956
Fax: 866-818-5332

TO:	Thief River Falls Water Treatment Plant 305 Pennington Ave. S Thief River Falls, MN 56701 Attn: Wayne Johnson	Date:	July 9, 2021
		Project:	Electric Duct Heater Replacement

We propose to furnish eleven electric duct heaters to replace existing and/or perform the work described below for the net price of:

FORTY THOUSAND EIGHT-HUNDRED NINETY AND 00/100 DOLLARS: \$40,890.00

For the above price this proposal includes:

Replacing (11) electric duct heaters with new units. This install consists of removing the existing flanged duct heaters and install new ducting to fill the void. We'll then install the new heaters and have 1" insulation around them. Along with the units, we'll have a JCI technician adding new discharge-air temperature sensors (DA-T) and an IOM module to the existing Metasys system to accommodate the new points. Once installation is complete, Johnson Controls will perform start-up on the new units to ensure proper operation and verify functionality with the building automation system.

The new electric duct heaters are an open-coil configuration which is the same as the existing. Open-coil type heaters generally are considered the most cost-effective construction. If a tubular coil design is desired see the below option.

OPTION 1: ADD: New electric duct heaters will be a tubular design. A tubular design is more robust and is made for harsher environments. Because the live coil is enclosed in a metal sheath, shock hazard due to accidental contact is eliminated in tubular and finned tubular elements. If the possibility exists that conductive material or personnel may come in contact with the element, open-coil heaters are not recommended because they are electrically live.

ADD \$12,855.00 to the above price. _____. Initial to accept.

This proposal DOES NOT include:

- JCI pulling any control wiring. (JCI will provide the wire, owner will pull the wire)
- Replacing any controls material outside the above scope found during the project.

This proposal and alternates listed below are hereby accepted and Johnson Controls is authorized to proceed with work; subject, however to credit approval by Johnson Controls, Inc., Milwaukee, Wisconsin.

This proposal is valid until: August 8, 2021

Thief River Falls- Water
Treatment Plant

Johnson Controls, Inc.

Name: _____

Title: _____

Date: _____

PO: _____

Name: Nick Thomes _____

Title: Assoc. Account Representative _____

Date: July 9th , 2021 _____

TERMS AND CONDITIONS

By accepting this proposal, Purchaser agrees to be bound by the following terms and conditions:

1. **SCOPE OF WORK.** This proposal is based upon the use of straight time labor only. Plastering, patching and painting are excluded. "In-line" duct and piping devices, including, but not limited to, valves, dampers, humidifiers, wells, taps, flow meters, orifices, etc., if required hereunder to be furnished by Johnson Controls, Inc. (hereinafter referred to as JCI), shall be distributed and installed by others under JCI's supervision but at no additional cost to JCI. Purchaser agrees to provide JCI with required field utilities (electricity, toilets, drinking water, project hoist, elevator service, etc.) without charge. JCI agrees to keep the job site clean of debris arising out of its own operations. Purchaser shall not back charge JCI for any costs or expenses without JCI's written consent unless specifically noted in the statement of the scope of work or services undertaken by JCI under this agreement, JCI's obligations under this agreement expressly exclude any work or service of any nature associated or connected with the identification, abatement, clean up, control, removal, or disposal of environment Hazards or dangerous substances, to include but not be limited to asbestos or PCSs, discovered in or on the premises. Any language or provision of the agreement elsewhere contained which may authorize or empower the Purchaser to change, modify, or alter the scope of work or services to be performed by JCI shall not operate to compel JCI to perform any work relating to Hazards without JCI's express written consent.
2. **INVOICING & PAYMENTS.** JCI may invoice Purchaser monthly for all materials delivered to the job site or to an off-site storage facility and for all work performed on-site and off-site. Ten percent (10%) of the contract price is for engineering, drafting and other mobilization costs incurred prior to installation. This 10% shall be included in JCI's initial invoice. Purchaser agrees to pay JCI the amount invoiced upon receipt of the invoice. Waivers of lien will be furnished upon request as the work progresses to the extent payments are received. If JCI's invoice is not paid within 30 days of its issuance, it is delinquent.
3. **MATERIALS.** If the materials or equipment included in this proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of JCI, then in the case of such temporary unavailability, the time for performance of the work shall be extended to the extent thereof, and in the case of permanent unavailability, JCI shall (a) be excused from furnishing said materials or equipment, and (b) be reimbursed for the difference between the cost of the materials or equipment permanently unavailable and the cost of a reasonably available substitute therefore.
4. **WARRANTY.** JCI warrants that the equipment manufactured by it shall be free from defects in material and workmanship arising from normal usage for a period of ninety (90) days from delivery of said equipment, or if installed by JCI, for a period of ninety (90) days from installation. JCI warrants that for equipment furnished and/or installed but not manufactured by JCI, JCI will extend the same warranty terms and conditions which JCI receives from the manufacturer of said equipment. For equipment installed by JCI, if Purchaser provides written notice to JCI of any such defect within thirty (30) days after the appearance or discovery of such defect, JCI shall, at its option, repair or replace the defective equipment. For equipment not installed by JCI, if Purchaser returns the defective equipment to JCI within thirty (30) days after appearance or discovery of such defect, JCI shall, at its option, repair or replace the defective equipment and return said equipment to Purchaser. All transportation charges incurred in connection with the warranty for equipment not installed by JCI shall be borne by Purchaser. These warranties do not extend to any equipment which has been repaired by others, abused, altered or misused, or which has not been properly and reasonably maintained. THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE
5. **LIABILITY.** JCI shall not be liable for any special, indirect or consequential damages arising in any manner from the equipment or material furnished or the work performed pursuant to this agreement.
6. **TAXES.** The price of this proposal does not include duties, sales, use, excise, or other similar taxes, unless required by federal, state or local law. In addition to the stated price, purchaser shall pay all taxes not legally required to be paid by JCI or, alternatively, shall provide JCI with acceptable tax exemption certificates. JCI shall provide Purchaser with any tax payment certificate upon request and after completion and acceptance of the work.
7. **DELAYS.** JCI shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond JCI's control, including, but not limited to, acts of God, fire, riots, labor disputes, conditions of the premises, acts or omissions of the Purchaser, Owner or other Contractors or delays caused by suppliers or subcontractors of JCI, etc.
8. **COMPLIANCE WITH LAWS.** JCI shall comply with all applicable federal, state and local laws and regulations and shall obtain all temporary licenses and permits required for the prosecution of the work. Licenses and permits of a permanent nature shall be procured and paid for by the Purchaser.
9. **DISPUTES.** All disputes involving more than \$15,000 shall be resolved by arbitration in accordance with the rules of the American Arbitration Association. The prevailing party shall recover all legal costs and attorney's fees incurred as a result. Nothing here shall limit any rights under construction lien laws.
10. **INSURANCE.** Insurance coverage in excess of JCI's standard limits will be furnished when requested and required. No credit will be given or premium paid by JCI for insurance afforded by others.
11. **INDEMNITY.** The Parties hereto agree to indemnify each other from any and all liabilities, claims, expenses, losses or damages, including attorneys' fees, which may arise in connection with the execution of the work herein specified and which are caused, in whole or in part, by the negligent act or omission of the Indemnifying Party.

12. OCCUPATIONAL SAFETY AND HEALTH. The Parties hereto agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of, the Occupational Safety and Health Act relating in any way to the project or project site.
13. LEGAL FEES. Purchaser agrees to pay and reimburse JCI for any and all reasonable legal fees which are incurred by JCI in the collection of amounts due and payable under this Agreement.
14. ENTIRE AGREEMENT. This proposal, upon acceptance, shall constitute the entire agreement between the parties and supersedes any prior representations or understandings.
15. CHANGES. No change or modification of any of the terms and conditions stated herein shall be binding upon Johnson unless accepted by Johnson in writing.

**CITY OF THIEF RIVER FALLS
INVESTMENT SUMMARY**

BANK/BROKER	TYPE AND DESCRIPTION OF SECURITY	PAR	MATURITY DATE	YIELD OR INTEREST RATE	CALL DATE	CURRENT MARKET VALUE
<u>RBC</u>						
Goldman Sachs BK SLT Lake City	Certificate of Deposit - Brokered	\$200,000	24-Jan-22	2.95%	23-Jul-19	\$202,836.00
Texas Echange Bk Crowley	Certificate of Deposit - Brokered	\$249,000	25-Mar-22	1.00%	27-Apr-20	\$250,496.49
Albertville Ala Taxable GO	Certificate of Deposit - Brokered	\$255,000	01-Jun-22	0.64%	01-Jun-21	\$255,976.65
Sallie Mae BK Salt lake City	Certificate of Deposit - Brokered	\$82,000	23-Aug-22	2.35%	23-Aug-22	\$83,945.86
Bank Hapoalim BM New York	Certificate of Deposit - Brokered	\$171,000	26-Feb-21	0.25%	26-Aug-22	\$171,229.14
BMW Bnk North Amer Salt Lake	Certificate of Deposit - Brokered	\$209,000	11-Oct-23	1.85%	11-Apr-20	\$215,861.47
Comenity Cap Bk Utah CD 1.2	Certificate of Deposit - Brokered	\$249,000	15-May-24	2.75%	15-May-19	\$264,485.31
New York Community Bank	Certificate of Deposit - Brokered	\$183,000	03-Jun-24	0.30%	03-Dec-21	\$181,852.59
Port Houston Auth Tex Harris	Certificate of Deposit - Brokered	\$500,000	01-Oct-24	2.25%	12-Aug-20	\$527,165.00
Morgan Stanley Pvt Bk	Certificate of Deposit - Brokered	\$245,000	27-Feb-25	1.80%	27-Aug-20	\$255,272.85
State Bk India New York NY	Certificate of Deposit - Brokered	\$183,000	10-Jun-25	1.05%	10-Dec-20	\$185,876.76
JPMorgan Chase Bank N A CD CLL	Certificate of Deposit - Brokered	\$246,000	30-Sep-25	0.40%	31-Mar-21	\$242,893.02
BankUnited A Svgs Bk Miami	Certificate of Deposit - Brokered	\$249,000	31-Mar-26	0.40%	30-Jun-21	\$249,191.73
UBS BK USA Salt Lake City UT	Certificate of Deposit - Brokered	\$245,000	16-Jun-26	0.85%	16-Jul-21	\$243,843.60
Defiance Ohio City Sch Dist	Certificate of Deposit - Brokered	\$550,000	01-Dec-28	0.00%	01-Dec-28	\$483,637.00
Thief River Falls Minn Indpt	Bond - Brokered	\$190,000	01-Feb-27	1.01%	01-Feb-27	\$188,728.90
Plattsburgh NY Pub Impt Bnds	Bond - Brokered	\$200,000	01-Nov-22	2.25%	02-Nov-17	\$203,906.00
RBC INVESTMENTS						\$4,207,198.37
Border State Bank	Certificate of Deposit	\$100,000	16-Dec-19	0.65%	16-Dec-21	\$100,000.00
BORDER STATE BANK INVESTMENTS						\$100,000.00

Texas Capital Bank	Certificate of Deposit - Brokered	\$249,500	17-Sep-21	0.200%	\$249,500.00
Western Alliance Bank	Certificate of Deposit - Brokered	\$245,300	22-Apr-22	0.200%	\$249,500.00
Servisfirst Bank	Certificate of Deposit - Brokered	\$248,600	05-Jul-22	0.160%	\$249,500.00
Greenstate Credit Union	Certificate of Deposit - Brokered	\$249,200	19-Dec-22	0.210%	\$249,200.00

4M INVESTMENTS

\$997,700.00

TOTAL CD INVESTMENTS

\$5,304,898.37

MONEY MARKET ACCOUNTS

Piper Jaffray	First American Gov't Obligations Fund	1.43%	\$3,167,785.23
RBC	US Govt Money Market Fund	0.95%	\$0.01
League of Minnesota Cities	4M Money Market Fund	2.16%	\$6,232,048.33
League of Minnesota Cities	4M Plus Fund	2.20%	\$25,771.88
League of Minnesota Cities	4M LTD Account		<u>\$500,450.00</u>

TOTAL MONEY MARKET SAVINGS

\$9,926,055.45

GRAND TOTAL

07/31/2021 \$15,230,953.82

*Interest paid every 6 months.