

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, February 4, 2025

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

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. 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.*
- 5. PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**
- 6. 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.*
- 7. 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.*
 - 7.1. Approval of January 21, 2025 Council Proceedings (3-9)
 - 7.2. City of Thief River Falls Bills and Disbursements and Council Per Diems (10-45)
- 8. NEW BUSINESS**
 - 8.1. Installation of Sump Pump in Depot Elevator Shaft (46-49)
- 9. 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.*

10. UPCOMING MEETINGS

- Public Utilities Committee - February 10 at 7am in Council Chambers
- Public Safety Committee - February 10 at 4:30 pm in Council Chambers
- Administrative Services Committee - February 11 at 4:30 pm in Room 201
- Public Works Committee - February 12 at 4:30 pm in Council Chambers
- City Council Meeting - February 18 at 5:30 pm in Council Chambers

11. INFORMATIONAL ITEMS

12. 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.

City Council Meeting Minutes

Tuesday, January 21, 2025

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on January 21, 2025. This meeting is being presided over by Mayor Mike Lorenson.

PLEDGE OF ALLEGIANCE

OFFICIAL OATH OF OFFICE

Kelly Langness was sworn in as Ward 3 Councilmember.

ROLL CALL

The following Councilmembers were present: Lorenson, McCraw, Arlt, Narverud, Pream, Bolduc, Aarestad and Langness. Mayor Lorenson chaired the meeting.

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

Kevin Bigalka - Corp. Of Engineers

Kevin Bigalka gave an overview of the final RAW Intake Study report and project objective to study the Red Lake River for suitable location for new RAW water intake location.

APPROVE AGENDA

Councilmember Jason Aarestad motioned, being seconded by Councilmember Scott Pream, to approve the agenda.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 01.24.25: Approval of January 7, 2025 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Scott Pream introduced RESOLUTION 01.24.25, being seconded by Councilmember Steve Narverud, that:

THEREFORE BE IT RESOLVED By the City Council, to approve the January 7, 2025 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.25.25 : Approval of January 9, 2025 Adjourned Council Proceedings

Presented as part of the Consent Agenda, Councilmember Scott Pream introduced RESOLUTION 01.25.25, being seconded by Councilmember Steve Narverud, that:

THEREFORE BE IT RESOLVED By the City Council, to approve the January 9, 2025 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.26.25: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Scott Pream introduced RESOLUTION 01.26.25, being seconded by Councilmember Steve Narverud, that:

THEREFORE BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$803,131.98. A printout of the approved payments and disbursements are attached hereto and made apart hereof.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 01.15.25: 2025 Boards and Commissions Committee Assignments

Following discussion, Councilmember Michele McCraw introduced Resolution 01.15.25, being seconded by Councilmember Steve Narverud, that:

THEREFORE, BE IT RESOLVED By the Council, to approve the 2025 Boards and Commissions Committee Assignments.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.16.25: Schedule Public Hearing to Amend City Ordinance 150.06 – Regulating and Controlling Towers

Following discussion, Councilmember Jason Aarestad introduced Resolution 01.16.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, Wikstrom Telephone Company approached the Planning & Zoning Commission requesting a variance to the maximum height restriction of 200 feet as is currently written in our City Ordinance. They are requesting a tower height of 350 feet.

They have been informed that their existing 200' tower base is sinking, and the tower needs to be replaced. They were asking for a variance to install a new self-supporting 350' tower in its place. Currently T-Mobile, Ham Radio, and Wiktel Internet Services are provided on this Tower. The new tower would allow Minnkota Power Company to add Microwave to their power plants in NW Minnesota from Crookston.

Three criteria must be applied when cities consider granting a variance:

- 1) Reasonableness – The property owner proposes to use the property in a reasonable manner.
- 2) Uniqueness – The landowner's problem is due to circumstances unique to the property not caused by the landowner.
- 3) Essential Character – The variance, if granted, will not alter the essential character of the locality.

In this case, the landowner's problem is not due to circumstances unique to the property but instead caused by the landowner's desire to build a taller tower to accommodate the location of Minnkota Power Company. Therefore, the request does not fit the criteria for requesting a variance and thus the request from Planning and Zoning to amend our City Ordinances to allow for an increase in the maximum tower height allowed to be set at 365 feet.

WHEREAS, • Currently, Per City Ordinance 150.06.15.b, Height Limitations the maximum height allowed is 200 feet.

- City ordinance also states, Tower setbacks shall be setback from all property lines by a minimum distance equal to the height of the tower, plus 10 feet, including all antennas, and attachments.

Towers may be located closer to a property line, or public rights-of-way, if the tower is designed and engineered to collapse progressively within the distance between the tower and property line, which design must be documented by and signed by a qualified professional engineer licensed in Minnesota. In all cases, the tower shall meet the setbacks of the underlining Zoning district.

- If the Ordinance change is approved, Wikstrom Telephone Co, per City Ordinance, would still be required to apply for a Conditional Use Permit and secure a building permit. Before issuing a building permit, proof that the proposed tower complies with regulations administered by the Federal Aviation Administration (FAA) and the Federal Communications Commission (FCC), and others; tower setback requirements, aesthetic requirements to blend into the surrounding environment unless color is dictated by federal or state authorities.

- Fewer Towers is the preference in and near airports and within the city limits of Thief River Falls. Minnkota Power Company has indicated that, if need be, they will build their own separate tower to accommodate their Microwave transmission requirements. The additional tower height is needed because the line-of-sight requirements of Microwave signals and the need to accommodate for the curvature of the earth.

- The requested tower design would be of a tripod design and not a monopole design. Sec. 150.06.6.b of City Code states: Commercial wireless telecommunication service towers shall be of a

monopole design unless the city determines that an alternative design would accommodate co-location of additional antennas or would better blend into the surrounding environment.

- Current zoning requirements allow towers to be erected in I-1 Light Industrial Districts and I-2 General Industrial Districts as a conditional use. In the particular instance that is prompting this ordinance change request, the proposed tower is situated on I-2 with R-3 High Density Residential District across the street to the east and north of the property

THEREFORE, BE IT RESOLVED Approve scheduling a Public Hearing to be held at the February 18th City Council meeting to consider amending City Ordinance 150.06 – Regulating and Controlling Towers.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.17.25: Approve the Progression Step Raise for McLain Stennes (Apprentice Lineman)

Following discussion, Councilmember Steve Narverud introduced Resolution 01.17.25, being seconded by Councilmember Scott Pream, that:

WHEREAS, McLain Stennes was hired as an Apprentice Lineman on July 15, 2024. At that time McLain had 2959 hours of Linework registered as an Apprentice. McLain needed to complete 4000 hours of Linework, and complete Book 1 and Book 2 of the Apprentice Lineman Training Program to progress to Step 3 of the Apprentice Lineman position. On January 15, 2025, McLain will have fulfilled those requirements. The next date McLain will be able to qualify for a Progression Step Raise will be January 15, 2026. January 15th will become McLain's Anniversary date for Progression Step raises.

THEREFORE, BE IT RESOLVED Approve the progression Step raise of McLain Stennes from Step 2 (\$38.27) to Step 3 (\$39.80) of the Apprentice Lineman position. The position is a Teamster Union #320 position.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.18.25: 2025 Scrap Metal Bids

Following discussion, Councilmember Scott Pream introduced Resolution 01.18.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The City of TRF Electric Department advertised for an RFP on Scrap Metal Services for scrap metal generated by the Electric Department. Two proposals were received and reviewed

THEREFORE, BE IT RESOLVED To approve the Phillips Iron and Metal Inc. proposal for Scrap Metal Services from January 1, 2025 to December 31, 2029.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.19.25: 2025 MMUA (Minnesota Municipal Utilities Association) Service Agreement

Following discussion, Councilmember Steve Narverud introduced Resolution 01.19.25, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, This agreement provides for the services of a person engaged by MMUA, in the capacity of a Regional Safety Coordinator. This person will plan, organize and /or conduct regular monthly safety meetings at Thief River Falls Municipal Utilities. They will maintain a standard of safety management, record keeping and reporting system. They will also meet with the City of Thief River Falls 24 days per year.

THEREFORE, BE IT RESOLVED To authorize the City Administrator to sign the 2025 MMUA Service Agreement. This agreement is dated and in force from January 1, 2025 through December 31, 2025.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.20.25: Designate CSAH #11 as a State Aid Route

Following discussion, Councilmember Steve Narverud introduced Resolution 01.20.25, being seconded by Councilmember Scott Pream, that:

WHEREAS, The County Board of the County of Pennington did adopt a resolution on May 14, 2024 locating, establishing, designing and numbering the County State Aid Highway System of Pennington County, and said resolution locates and establishes certain County State Aid Highways within the corporate limits of the City of Thief River Falls, MN.

THEREFORE, BE IT RESOLVED By the City Council of the City of Thief River Falls, that the resolution adopted by the County Board, a copy of which is attached hereto and made a part thereof, locating or establishing the County State Aid Highway system within the City limits (and revoking certain portions of said system) is in all things approved.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.21.25: Bobcat UW56 Powerlease Agreement

Following discussion, Councilmember Scott Pream introduced Resolution 01.21.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The current toolcat is entering expected repairs from use. Critical tasks performed by

the toolcat include 7.5 miles of sidewalk snow removal enforced by city code. Any unexpected repair time on current toolcat would result in contracted work to perform these tasks. Cemetery has need of a dedicated toolcat on premises throughout most of the year. A new toolcat lease and retainage of our current vehicle would allow a dedicated toolcat on cemetery premises when needed, as well as an alternative vehicle when more than one department needs the unit.

THEREFORE, BE IT RESOLVED Enter into a lease agreement for a Bobcat UW56 (toolcat) utility vehicle.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.22.25: MTI Equipment Lease Agreement

Following discussion, Councilmember Steve Narverud introduced Resolution 01.22.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The parks department maintains vegetation growth of 17 parks with a fleet of three (3) mowers.

WHEREAS, The hour usage of the current mower is entering expected repairs from use. Securing a new replacement mower for the fleet at an optimal time frame between expected repairs and trade-in value are important for consistent budgeting reasons.

THEREFORE, BE IT RESOLVED Enter into a lease agreement for one (1) Toro Groundsmaster 4000-D Commercial Mower.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.23.25: Approval for CIS Server at the Depot

Following discussion, Councilmember Scott Pream introduced Resolution 01.23.25, being seconded by Councilmember Megan Arlt, that:

WHEREAS, Our CIS Server at the Depot was purchased in 2020 and has a failing hard drive. The redundant server at Electrical was purchased in 2019; which is almost six (6) years old and has an end-of-life processor (Gen 10).

WHEREAS, The new server will be built to meet our present and further needs

- it will have Raid 6 for super performance
- It would replace our existing CIS server (purchased in 2020) located in City Hall
- The existing server at City Hall would replace the old server located at the Electrical building
- Server 2016 will be upgraded to Server 2022

- SQL Server 2017 will be upgraded to SQL 2019 during this process
- The electrical server can be repurposed

THEREFORE, BE IT RESOLVED Approve for the City of Thief River Falls a new server from Morris Electronics.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

Steve Narverud noted the Carnegie elevator work is complete. We are waiting on parts to come in for the City Hall elevator so it can be scheduled. Richard noted a sump pump needs to be added to the City Hall elevator shaft as well per inspection requirements; he is currently working on getting bids.

Jason Aarestad noted this is a busy weekend in Thief River Falls; 1st Annual Frost Fest activities, Fish Fry at St. Bernards and Hairball concert at the Ralph.

UPCOMING MEETINGS

- City Council - February 4, 2025 at 5:30 pm
- Public Utilities Committee - February 10, 2025 at 7:00 am
- Public Safety Committee - February 10, 2025 at 4:30 pm
- Administrative Services Committee - February 11, 2025 at 4:30 pm
- Public Works Committee - February 12, 2025 at 4:30 pm

INFORMATIONAL ITEMS

- December 2024 Investment Summary
- Mayor Meet and Greet - Mike noted his upcoming events schedule and commented on his recent open line appearance. He provided a recap of events and a welcome letter that was presented at orientation.

ADJOURNMENT

There being no further discussion, Councilmember Scott Pream being seconded by Councilmember Julie Bolduc to adjourn at 6:29 pm. On vote being taken, the Chair declared the motion unanimously carried.

Mike Lorenson, Mayor

Attest: _____
Angela Philipp, City Administrator



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01263 - PYPKT01484 - 2025 01 23 #2 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001452	01/23/2025	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		24,205.14
INTERNAL REVENUE SERVICE	INV0001452	01/23/2025	740-20150	Payroll Taxes Payable	FED W/H		26,199.70
INTERNAL REVENUE SERVICE	INV0001452	01/23/2025	740-20150	Payroll Taxes Payable	MEDICARE		8,199.32
Vendor INTERNAL REVENUE SERVICE Total:							58,604.16
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIRE...	INV0001461	01/16/2025	100-4150-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001461	01/16/2025	100-4220-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001461	01/16/2025	100-4312-61340	MSRS HCSP	HCSP Retiree		300.00
MINNESOTA STATE RETIRE...	INV0001461	01/16/2025	100-4315-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0001461	01/16/2025	100-4510-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001461	01/16/2025	100-4650-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0001461	01/16/2025	690-4825-61340	MSRS HCSP	HCSP Retiree		100.00
Vendor MINNESOTA STATE RETIREMENT SYS Total:							1,200.00
Vendor: MINNESOTA TEAMSTERS NO. 320							
MINNESOTA TEAMSTERS N...	INV0001448	01/23/2025	740-24000	Clearing Account	Union Dues		4,305.00
Vendor MINNESOTA TEAMSTERS NO. 320 Total:							4,305.00
Vendor: MINNESOTA U I FUND							
MINNESOTA U I FUND	INV0001454	01/10/2025	100-4510-61410	Unemployment Compensat...	2024 4th QTR		142.00
MINNESOTA U I FUND	INV0001454	01/10/2025	610-4825-61410	Unemployment Compensat...	2024 4th QTR		39.70
Vendor MINNESOTA U I FUND Total:							181.70
Vendor: MN DPT OF REVENUE - GARNISHMENTS							
MN DPT OF REVENUE - GA...	INV0001449	01/23/2025	740-24000	Clearing Account	Garnishment		448.54
Vendor MN DPT OF REVENUE - GARNISHMENTS Total:							448.54
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT...	INV0001451	01/23/2025	740-20160	State Withholding	State W/H Tax		12,910.21
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							12,910.21
Vendor: P E R A OF MN							
P E R A OF MN	INV0001450	01/23/2025	740-20180	PERA Payable	PERA EE/ER COORD		27,216.20
P E R A OF MN	INV0001450	01/23/2025	740-20180	PERA Payable	PERA EE/ER DEF		388.76
P E R A OF MN	INV0001450	01/23/2025	740-20180	PERA Payable	PERA EE/ER P&F		25,389.02
Vendor P E R A OF MN Total:							52,993.98
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	100-4150-61330	Life Insurance	Life Ins Premium		66.30
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	100-4194-61330	Life Insurance	Life Ins Premium		9.35

Council Approval Register

Packet: APPKT01263 - PYPKT01484 - 2025 01 23 #2 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	100-4210-61330	Life Insurance	Life Ins Premium		175.10
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	100-4220-61330	Life Insurance	Life Ins Premium		68.85
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	100-4312-61330	Life Insurance	Life Ins Premium		51.00
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	100-4315-61330	Life Insurance	Life Ins Premium		51.00
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	100-4510-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	100-4650-61330	Life Insurance	Life Ins Premium		60.35
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	100-4660-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	610-4825-61330	Life Insurance	Life Ins Premium		69.70
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	620-4825-61330	Life Insurance	Life Ins Premium		43.75
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	680-4825-61330	Life Insurance	Life Ins Premium		34.45
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	690-4825-61330	Life Insurance	Life Ins Premium		171.70
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	740-24000	Clearing Account	Life Ins Premium		684.42
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	740-4870-63640	Life Insurance - COBRA	Life Ins COBRA		48.90
SUN LIFE FINANCIAL - LIFE	INV0001447	01/23/2025	820-4825-61330	Life Insurance	Life Ins Premium		9.35
Vendor SUN LIFE FINANCIAL - LIFE Total:							1,566.32

Vendor: VANTAGEPOINT ICMA

VANTAGEPOINT ICMA	INV0001444	01/23/2025	740-24000	Clearing Account	Contributions Employee		4,842.94
Vendor VANTAGEPOINT ICMA Total:							4,842.94

Vendor: WEX BANK

WEX BANK	INV0001446	01/23/2025	740-24000	Clearing Account	HSA		415.62
WEX BANK	INV0001459	01/16/2025	100-4150-61310	Health Insurance	VEBA City Contribution		251.20
WEX BANK	INV0001459	01/16/2025	100-4194-61310	Health Insurance	VEBA Employer Contribution		251.20
WEX BANK	INV0001459	01/16/2025	100-4210-61310	Health Insurance	VEBA City Contribution		3,343.94
WEX BANK	INV0001459	01/16/2025	100-4220-61310	Health Insurance	VEBA City Contribution		1,643.16
WEX BANK	INV0001459	01/16/2025	100-4650-61310	Health Insurance	VEBA City Contribution		3,595.14
WEX BANK	INV0001459	01/16/2025	610-4825-61310	Health Insurance	VEBA City Contributions		251.20
WEX BANK	INV0001459	01/16/2025	680-4825-61310	Health Insurance	VEBA City Contribution		1,391.96
WEX BANK	INV0001459	01/16/2025	690-4825-61310	Health Insurance	VEBA City Contribution		4,735.90
WEX BANK	INV0001460	01/16/2025	100-4150-61310	Health Insurance	HSA City Contribution		2,841.54
WEX BANK	INV0001460	01/16/2025	100-4210-61310	Health Insurance	HSA City Contribution		947.18
WEX BANK	INV0001460	01/16/2025	100-4220-61310	Health Insurance	HSA City Contribution		753.60
WEX BANK	INV0001460	01/16/2025	100-4650-61310	Health Insurance	HSA City Contribution		2,145.56
WEX BANK	INV0001460	01/16/2025	610-4825-61310	Health Insurance	HSA City Contribution		695.98
WEX BANK	INV0001460	01/16/2025	680-4825-61310	Health Insurance	HSA City Contribution		947.18
WEX BANK	INV0001460	01/16/2025	690-4825-61310	Health Insurance	HSA City Contribution		502.40
Vendor WEX BANK Total:							24,712.76

Vendor: WEX HEALTH INC

WEX HEALTH INC	INV0001455	01/14/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		2.83
WEX HEALTH INC	INV0001456	01/14/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		27.00
WEX HEALTH INC	INV0001457	01/13/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		600.00
WEX HEALTH INC	INV0001458	01/24/2025	100-4670-62990	Misc. Operating Expense	WEX Administrative Fees - J...		129.25
WEX HEALTH INC	INV0001458	01/24/2025	610-4840-62990	Misc. Operating Expense	WEX Administrative Fees - J...		13.75
WEX HEALTH INC	INV0001458	01/24/2025	620-4840-62990	Misc. Operating Expense	WEX Administrative Fees - J...		11.00

Council Approval Register

Packet: APPKT01263 - PYPKT01484 - 2025 01 23 #2 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
WEX HEALTH INC	INV0001458	01/24/2025	690-4840-62990	Misc. Operating Expense	WEX Administrative Fees - J...		52.25
WEX HEALTH INC	INV0001462	01/21/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		274.15
Vendor WEX HEALTH INC Total:							1,110.23
Grand Total:							162,875.84

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	17,647.82
610 - LIQUOR DISPENSARY	1,070.33
620 - WATER UTILITY FUND	54.75
680 - WASTEWATER UTILITY FUND	2,373.59
690 - ELECTRIC UTILITY FUND	5,562.25
740 - TRF HEALTH INSURANCE FUND	136,157.75
820 - GREENWOOD CEMETERY FUND	9.35
Grand Total:	162,875.84

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	3,092.74
100-4150-61330	Life Insurance	66.30
100-4150-61340	MSRS HCSP	200.00
100-4194-61310	Health Insurance	251.20
100-4194-61330	Life Insurance	9.35
100-4210-61310	Health Insurance	4,291.12
100-4210-61330	Life Insurance	175.10
100-4220-61310	Health Insurance	2,396.76
100-4220-61330	Life Insurance	68.85
100-4220-61340	MSRS HCSP	200.00
100-4312-61330	Life Insurance	51.00
100-4312-61340	MSRS HCSP	300.00
100-4315-61330	Life Insurance	51.00
100-4315-61340	MSRS HCSP	100.00
100-4510-61330	Life Insurance	9.35
100-4510-61340	MSRS HCSP	200.00
100-4510-61410	Unemployment Compen...	142.00
100-4650-61310	Health Insurance	5,740.70
100-4650-61330	Life Insurance	60.35
100-4650-61340	MSRS HCSP	100.00
100-4660-61330	Life Insurance	12.75
100-4670-62990	Misc. Operating Expense	129.25
610-4825-61310	Health Insurance	947.18
610-4825-61330	Life Insurance	69.70
610-4825-61410	Unemployment Compen...	39.70
610-4840-62990	Misc. Operating Expense	13.75
620-4825-61330	Life Insurance	43.75
620-4840-62990	Misc. Operating Expense	11.00
680-4825-61310	Health Insurance	2,339.14
680-4825-61330	Life Insurance	34.45
690-4825-61310	Health Insurance	5,238.30

Account Summary

Account Number	Account Name	Expense Amount
690-4825-61330	Life Insurance	171.70
690-4825-61340	MSRS HCSP	100.00
690-4840-62990	Misc. Operating Expense	52.25
740-20150	Payroll Taxes Payable	58,604.16
740-20160	State Withholding	12,910.21
740-20180	PERA Payable	52,993.98
740-20300	Flex Payroll Deductions	903.98
740-24000	Clearing Account	10,696.52
740-4870-63640	Life Insurance - COBRA	48.90
820-4825-61330	Life Insurance	9.35
Grand Total:		162,875.84

Project Account Summary

Project Account Key	Expense Amount
None	162,875.84
Grand Total:	162,875.84



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01271 - 01/24/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ..	1ST HALF JAN 2025	01/06/2025	100-4192-62020	Computer Supplies	1ST HALF JAN 2025 - I T ACC...		25.62
AMAZON CAPITAL SERVICES ..	1ST HALF JAN 2025	01/06/2025	100-4192-62020	Computer Supplies	1ST HALF JAN 2025 - CYBER ...		24.99
AMAZON CAPITAL SERVICES ..	1ST HALF JAN 2025	01/06/2025	680-4850-62210	Equipment Maint & Repair	1ST HALF JAN 2025 - BLOCK...		86.49
AMAZON CAPITAL SERVICES ..	1ST HALF JAN 2025	01/06/2025	690-4850-62210	Equipment Maint & Repair	1ST HALF JAN 2025 - PORT ...		32.99
AMAZON CAPITAL SERVICES ..	1ST HALF JAN 2025	01/06/2025	690-4850-62360	Distribution Maint	1ST HALF JAN 2025 - ELECT...		99.45
Vendor AMAZON CAPITAL SERVICES INC Total:							269.54
Vendor: MINNESOTA ENERGY GROUP (CITY HALL)							
MINNESOTA ENERGY GROU...	5320499680	12/31/2024	100-4194-63890	Utilities Expense	GAS METER READING - DEC ...		35.94
Vendor MINNESOTA ENERGY GROUP (CITY HALL) Total:							35.94
Vendor: MINNESOTA ENERGY GROUP (FIRE-IT BLDG-CARNEGIE-TRF-MARK)							
MINNESOTA ENERGY GROU...	5316999831	12/31/2024	100-4220-63890	Utilities Expense	GAS METER READING - DEC ...		396.41
MINNESOTA ENERGY GROU...	5316999831	12/31/2024	100-4550-63890	Utilities Expense	GAS METER READING - DEC ...		726.37
MINNESOTA ENERGY GROU...	5316999831	12/31/2024	100-4560-63890	Utilities Expense	GAS METER READING - DEC ...		505.95
MINNESOTA ENERGY GROU...	5316999831	12/31/2024	100-4570-63890	Utilities Expense	GAS METER READING - DEC ...		697.05
MINNESOTA ENERGY GROU...	5316999831	12/31/2024	680-4830-63890	Utilities Expense	GAS METER READING - DEC ...		26.26
Vendor MINNESOTA ENERGY GROUP (FIRE-IT BLDG-CARNEGIE-TRF-MARK) Total:							2,352.04
Vendor: MINNESOTA ENERGY GROUP (ST-STNT-PRKS)							
MINNESOTA ENERGY GROU...	5330052640	12/31/2024	100-4312-63890	Utilities Expense	GAS METER READING - DEC ...		692.41
MINNESOTA ENERGY GROU...	5330052640	12/31/2024	100-4315-63890	Utilities Expense	GAS METER READING - DEC ...		494.38
MINNESOTA ENERGY GROU...	5330052640	12/31/2024	100-4510-63890	Utilities Expense	GAS METER READING - DEC ...		82.79
MINNESOTA ENERGY GROU...	5330052640	12/31/2024	100-4510-63890	Utilities Expense	GAS METER READING - DEC ...		211.88
Vendor MINNESOTA ENERGY GROUP (ST-STNT-PRKS) Total:							1,481.46
Vendor: MN DPT OF REVENUE - SALES/USE TAX							
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	100-20220	Sales Tax Payable	SALES TAX - DEC 2024		11,619.31
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	100-4210-62120	Gas-Oil-Lube	USE TAX - DEC 2024		-2.65
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	100-4210-62210	Equipment Maint & Repair	USE TAX - DEC 2024		-11.14
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	100-4225-64400	Travel, Conference, School	USE TAX - DEC 2024		-100.93
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	100-4315-62010	Office Supplies	USE TAX - DEC 2024		24.97
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	100-4315-62210	Equipment Maint & Repair	USE TAX - DEC 2024		38.86
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	610-4840-62140	Off Sale Supplies	USE TAX - DEC 2024		112.30
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	610-4840-62400	Small Tools and Minor Equip	USE TAX - DEC 2024		6.21
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	620-20220	Sales Tax Payable	SALES TAX - DEC 2024		2,487.67
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	690-20220	Sales Tax Payable	SALES TAX - DEC 2024		61,365.82
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	690-4840-62010	Office Supplies	USE TAX - DEC 2024		8.72
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	690-4840-62880	Personal Protective Equipm...	USE TAX - DEC 2024		64.26

Council Approval Register

Packet: APPKT01271 - 01/24/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	690-4840-62990	Misc. Operating Expense	USE TAX - DEC 2024		8.08
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	690-4850-62210	Equipment Maint & Repair	USE TAX - DEC 2024		41.02
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	690-4850-62230	Building Maint & Repair	USE TAX - DEC 2024		27.98
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	690-4850-62350	Power Plant/Dam Maint	USE TAX - DEC 2024		8.53
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	690-4850-62360	Distribution Maint	USE TAX - DEC 2024		8.43
MN DPT OF REVENUE - SAL...	DEC 2024 - ASHLEY	01/22/2025	690-4890-63030	Contracts Expense	USE TAX - DEC 2024		7.56
MN DPT OF REVENUE - SAL...	DEC 2024 - LQR	01/22/2025	610-20220	Sales Tax Payable	SALES TAX - DEC 2024		45,411.00
MN DPT OF REVENUE - SAL...	DEC 2024	01/22/2025	100-20220	Sales Tax Payable	SALES TAX - DEC 2024		1.00
Vendor MN DPT OF REVENUE - SALES/USE TAX Total:							121,127.00
Vendor: PEPSI BEVERAGES COMPANY							
PEPSI BEVERAGES COMPANY	67173255	01/09/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		441.05
Vendor PEPSI BEVERAGES COMPANY Total:							441.05
Vendor: SCHMITZ BUILDERS INC							
SCHMITZ BUILDERS INC	PAY RQST #2	12/31/2024	100-4671-62200	System Expense	PROF SRVCS - PAY RQST #2 /..		7,932.50
SCHMITZ BUILDERS INC	PAY RQST #4	10/31/2024	100-4671-62200	System Expense	PROF SRVCS - PAY RQST #4 /..		59,897.50
SCHMITZ BUILDERS INC	PAY RQST #5	12/31/2024	100-4671-62200	System Expense	PROF SRVCS - PAY RQST #5 /..		63,448.60
Vendor SCHMITZ BUILDERS INC Total:							131,278.60
Vendor: TREVOR SWANSON							
TREVOR SWANSON	4TH QTR 2024	12/31/2024	100-4220-61060	Temporary Salaries	OCT ONLY OF 4TH QTR V F F...		48.33
Vendor TREVOR SWANSON Total:							48.33
Grand Total:							257,033.96

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	146,790.14
610 - LIQUOR DISPENSARY	45,970.56
620 - WATER UTILITY FUND	2,487.67
680 - WASTEWATER UTILITY FUND	112.75
690 - ELECTRIC UTILITY FUND	61,672.84
Grand Total:	257,033.96

Account Summary

Account Number	Account Name	Expense Amount
100-20220	Sales Tax Payable	11,620.31
100-4192-62020	Computer Supplies	50.61
100-4194-63890	Utilities Expense	35.94
100-4210-62120	Gas-Oil-Lube	-2.65
100-4210-62210	Equipment Maint & Repa..	-11.14
100-4220-61060	Temporary Salaries	48.33
100-4220-63890	Utilities Expense	396.41
100-4225-64400	Travel, Conference, Sch...	-100.93
100-4312-63890	Utilities Expense	692.41
100-4315-62010	Office Supplies	24.97
100-4315-62210	Equipment Maint & Repa..	38.86
100-4315-63890	Utilities Expense	494.38
100-4510-63890	Utilities Expense	294.67
100-4550-63890	Utilities Expense	726.37
100-4560-63890	Utilities Expense	505.95
100-4570-63890	Utilities Expense	697.05
100-4671-62200	System Expense	131,278.60
610-20220	Sales Tax Payable	45,411.00
610-4810-62540	Soft Drinks/Mix for Resa...	441.05
610-4840-62140	Off Sale Supplies	112.30
610-4840-62400	Small Tools and Minor E...	6.21
620-20220	Sales Tax Payable	2,487.67
680-4830-63890	Utilities Expense	26.26
680-4850-62210	Equipment Maint & Repa..	86.49
690-20220	Sales Tax Payable	61,365.82
690-4840-62010	Office Supplies	8.72
690-4840-62880	Personal Protective Equi...	64.26
690-4840-62990	Misc. Operating Expense	8.08
690-4850-62210	Equipment Maint & Repa..	74.01
690-4850-62230	Building Maint & Repair	27.98
690-4850-62350	Power Plant/Dam Maint	8.53
690-4850-62360	Distribution Maint	107.88

Account Summary

Account Number	Account Name	Expense Amount
690-4890-63030	Contracts Expense	7.56
Grand Total:		257,033.96

Project Account Summary

Project Account Key	Expense Amount
None	257,033.96
Grand Total:	257,033.96



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01272 - 01/27/25 ELECTRIC INVENTORY PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ELAN FINANCIAL SERVICES							
ELAN FINANCIAL SERVICES	156006	01/13/2025	690-14100	Inventory - Materials	Red Arrow Traffic Signal LED		134.00
ELAN FINANCIAL SERVICES	156006	01/13/2025	690-14100	Inventory - Materials	Green Arrow LED		201.00
ELAN FINANCIAL SERVICES	156006	01/13/2025	690-14100	Inventory - Materials	Green Traffic Signal		49.00
ELAN FINANCIAL SERVICES	156006	01/13/2025	690-14100	Inventory - Materials	Red Traffic Signal LED		98.00
ELAN FINANCIAL SERVICES	156006	01/13/2025	690-14100	Inventory - Materials	Amber Arrow Traffic Signal ...		148.00
ELAN FINANCIAL SERVICES	156006	01/13/2025	690-14100	Inventory - Materials	AMBER Traffic Signal LED		98.00
Vendor ELAN FINANCIAL SERVICES Total:							728.00
Vendor: STUART C IRBY CO							
STUART C IRBY CO	S013610987.005	01/13/2025	690-14100	Inventory - Materials	Model 422 Switch #681-19-...		60,491.25
Vendor STUART C IRBY CO Total:							60,491.25
Vendor: T & R ELECTRIC SUPPLY CO INC							
T & R ELECTRIC SUPPLY CO ...	180932	01/13/2025	690-14100	Inventory - Materials	T&R REBUILD 37.5 120/240 ...		2,858.37
T & R ELECTRIC SUPPLY CO ...	180932	01/13/2025	690-14100	Inventory - Materials	T&R REBUILD 100 240/120 ...		4,396.31
T & R ELECTRIC SUPPLY CO ...	180932	01/13/2025	690-14100	Inventory - Materials	T&R REBUILD 50 120/240 #...		3,087.08
T & R ELECTRIC SUPPLY CO ...	180932	01/13/2025	690-14100	Inventory - Materials	T&R REBUILD 75 120/240 #...		3,841.63
T & R ELECTRIC SUPPLY CO ...	180932	01/13/2025	690-14100	Inventory - Materials	T&R REBUILD 50 120/240 #...		3,087.08
T & R ELECTRIC SUPPLY CO ...	247299	01/04/2025	690-14100	Inventory - Materials	INVENTORY CREDIT - 3 SING...		60.00
T & R ELECTRIC SUPPLY CO ...	247299-REV	01/04/2025	690-14100	Inventory - Materials	CREDIT - SINGLE PHASE POL...		-60.00
T & R ELECTRIC SUPPLY CO ...	247299-REV	01/04/2025	690-14100	Inventory - Materials	CREDIT - SINGLE PHASE POL...		-60.00
Vendor T & R ELECTRIC SUPPLY CO INC Total:							17,210.47
Grand Total:							78,429.72

Fund Summary

Fund	Expense Amount
690 - ELECTRIC UTILITY FUND	78,429.72
Grand Total:	78,429.72

Account Summary

Account Number	Account Name	Expense Amount
690-14100	Inventory - Materials	78,429.72
Grand Total:		78,429.72

Project Account Summary

Project Account Key	Expense Amount
None	78,429.72
Grand Total:	78,429.72



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01279 - 01/29/25 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3739387	01/13/2025	610-4810-62520	Beer for Resale	BEER		688.60
Vendor ARTISAN BEER COMPANY Total:							688.60
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPLY	0108721400-CR	12/31/2024	610-4810-62540	Soft Drinks/Mix for Resale	MIX CREDIT - HORIZON LIQ...		-24.00
BELLBOY CORP - BAR SUPPLY	0109396400	01/21/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		187.15
Vendor BELLBOY CORP - BAR SUPPLY Total:							163.15
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0206478500	01/21/2025	610-4810-62510	Liquor for Resale	LIQUOR		6,320.85
Vendor BELLBOY CORP - LIQUOR Total:							6,320.85
Vendor: BERNICK'S							
BERNICK'S	20081739	01/03/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		179.50
BERNICK'S	20083178	01/17/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		251.80
Vendor BERNICK'S Total:							431.30
Vendor: BEVERAGE WHOLESALERS INC							
BEVERAGE WHOLESALERS I...	363095	01/07/2025	610-4810-62520	Beer for Resale	BEER		243.20
BEVERAGE WHOLESALERS I...	363546	01/09/2025	610-4810-62520	Beer for Resale	BEER		447.40
Vendor BEVERAGE WHOLESALERS INC Total:							690.60
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	119495882	01/08/2025	610-4810-62510	Liquor for Resale	LIQUOR		503.09
BREAKTHRU BEVERAGE	119669960	01/21/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		29.35
BREAKTHRU BEVERAGE	119670179	01/21/2025	610-4810-62510	Liquor for Resale	LIQUOR		6,109.95
BREAKTHRU BEVERAGE	119670179	01/21/2025	610-4810-62530	Wine for Resale	WINE		120.00
BREAKTHRU BEVERAGE	119670179	01/21/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		148.02
BREAKTHRU BEVERAGE	413148227	01/10/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-44.02
Vendor BREAKTHRU BEVERAGE Total:							6,866.39
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	2042615	01/16/2025	610-4810-62520	Beer for Resale	BEER		365.90
C & L DISTRIBUTING	2042615	01/16/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		36.00
Vendor C & L DISTRIBUTING Total:							401.90
Vendor: DWIGHT TANGQUIST							
DWIGHT TANGQUIST	01 10 25	01/10/2025	610-4840-62140	Off Sale Supplies	SAMPLE CUPS		29.80
Vendor DWIGHT TANGQUIST Total:							29.80

Council Approval Register

Packet: APPKT01279 - 01/29/25 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: IHEARTMEDIA							
IHEARTMEDIA	8822205401	12/31/2024	610-4880-63490	Advertising	RADIO ADVERTISING - DEC ...		853.85
Vendor IHEARTMEDIA Total:							853.85
Vendor: IRONWOOD STUDIO LLC							
IRONWOOD STUDIO LLC	3671	01/14/2025	610-4850-62230	Building Maint & Repair	INSPECT / ADJUST AUTOMA...		225.00
Vendor IRONWOOD STUDIO LLC Total:							225.00
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2699139	12/30/2024	610-4810-62530	Wine for Resale	WINE		2,416.00
JOHNSON BROTHERS LIQU...	2699631	12/30/2024	610-4810-62530	Wine for Resale	WINE		832.00
JOHNSON BROTHERS LIQU...	2707146	01/13/2025	610-4810-62510	Liquor for Resale	LIQUOR		3,786.20
JOHNSON BROTHERS LIQU...	2707147	01/13/2025	610-4810-62530	Wine for Resale	WINE		7,509.00
Vendor JOHNSON BROTHERS LIQUOR Total:							14,543.20
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	822339	01/03/2025	610-4810-62510	Liquor for Resale	LIQUOR		1,281.00
MC KINNON COMPANY INC	822339	01/03/2025	610-4810-62520	Beer for Resale	BEER		3,711.00
MC KINNON COMPANY INC	822609	01/07/2025	610-4810-62520	Beer for Resale	BEER		7,240.15
MC KINNON COMPANY INC	822613	01/07/2025	610-4810-62520	Beer for Resale	BEER CREDIT		-304.60
MC KINNON COMPANY INC	822613	01/07/2025	610-4810-62530	Wine for Resale	WINE CREDIT		-12.25
MC KINNON COMPANY INC	823691	01/10/2025	610-4810-62520	Beer for Resale	BEER CREDIT		-110.42
MC KINNON COMPANY INC	823692	01/10/2025	610-4810-62510	Liquor for Resale	LIQUOR		285.00
MC KINNON COMPANY INC	823692	01/10/2025	610-4810-62520	Beer for Resale	BEER		3,898.10
MC KINNON COMPANY INC	823948	01/14/2025	610-4810-62520	Beer for Resale	BEER		50.60
MC KINNON COMPANY INC	823949	01/14/2025	610-4810-62520	Beer for Resale	BEER		4,810.45
MC KINNON COMPANY INC	823949	01/14/2025	610-4810-62530	Wine for Resale	WINE		147.00
MC KINNON COMPANY INC	824993	01/17/2025	610-4810-62520	Beer for Resale	BEER		5,063.25
MC KINNON COMPANY INC	824993	01/17/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		54.70
MC KINNON COMPANY INC	825005	01/17/2025	610-4810-62520	Beer for Resale	BEER CREDIT		-62.00
Vendor MC KINNON COMPANY INC Total:							26,051.98
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	154301	01/03/2025	610-4810-62520	Beer for Resale	BEER		2,188.15
NORTHWEST BEVERAGE INC	154310	01/06/2025	610-4810-62520	Beer for Resale	BEER		8,147.00
NORTHWEST BEVERAGE INC	154310	01/06/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		190.00
NORTHWEST BEVERAGE INC	154338	01/06/2025	610-4810-62520	Beer for Resale	BEER		675.00
NORTHWEST BEVERAGE INC	154423	01/10/2025	610-4810-62520	Beer for Resale	BEER		7,341.25
NORTHWEST BEVERAGE INC	154423	01/10/2025	610-4810-62590	Misc. Mdse for Resale	STEINS		30.00
NORTHWEST BEVERAGE INC	154430	01/13/2025	610-4810-62510	Liquor for Resale	LIQUOR		58.60
NORTHWEST BEVERAGE INC	154430	01/13/2025	610-4810-62520	Beer for Resale	BEER		4,664.25
Vendor NORTHWEST BEVERAGE INC Total:							23,294.25
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6912328	01/13/2025	610-4810-62510	Liquor for Resale	LIQUOR		1,931.40
PHILLIPS WINE & SPIRITS	6912329	01/13/2025	610-4810-62530	Wine for Resale	WINE		348.65

Council Approval Register

Packet: APPKT01279 - 01/29/25 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
PHILLIPS WINE & SPIRITS	6912330	01/13/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		172.80
Vendor PHILLIPS WINE & SPIRITS Total:							2,452.85
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2577258	01/14/2025	610-4810-62530	Wine for Resale	WINE		2,574.66
SOUTHERN GLAZERS OF MN	2577259	01/14/2025	610-4810-62510	Liquor for Resale	LIQUOR		1,979.80
SOUTHERN GLAZERS OF MN	2579778	01/21/2025	610-4810-62510	Liquor for Resale	610481062510		4,121.64
SOUTHERN GLAZERS OF MN	2579778	01/21/2025	610-4810-62530	Wine for Resale	WINE		555.98
SOUTHERN GLAZERS OF MN	2579779	01/21/2025	610-4810-62510	Liquor for Resale	LIQUOR		2,309.00
SOUTHERN GLAZERS OF MN	2579780	01/21/2025	610-4810-62510	Liquor for Resale	LIQUOR		2,313.05
Vendor SOUTHERN GLAZERS OF MN Total:							13,854.13
Grand Total:							96,867.85

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	96,867.85
Grand Total:	96,867.85

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	30,955.56
610-4810-62520	Beer for Resale	49,057.28
610-4810-62530	Wine for Resale	14,491.04
610-4810-62540	Soft Drinks/Mix for Resa...	1,225.32
610-4810-62590	Misc. Mdse for Resale	30.00
610-4840-62140	Off Sale Supplies	29.80
610-4850-62230	Building Maint & Repair	225.00
610-4880-63490	Advertising	853.85
Grand Total:		96,867.85

Project Account Summary

Project Account Key	Expense Amount
None	96,867.85
Grand Total:	96,867.85



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01280 - 01/29/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BERTS TRUCK EQUIPMENT MOORHEAD							
BERTS TRUCK EQUIPMENT ...	S 102487	01/21/2025	100-4312-62210	Equipment Maint & Repair	CONTROL SWITCH - #5526		122.32
Vendor BERTS TRUCK EQUIPMENT MOORHEAD Total:							122.32
Vendor: CAPITAL ONE							
CAPITAL ONE	1660408734	01/19/2025	100-4210-62990	Misc. Operating Expense	OFFICE SUPPLIES		41.46
CAPITAL ONE	1660408734	01/19/2025	690-4840-62990	Misc. Operating Expense	ADHESIVE - #105		90.20
CAPITAL ONE	1660408734	01/19/2025	690-4840-62990	Misc. Operating Expense	RETURN CREDIT - ADHESIVE		-72.16
Vendor CAPITAL ONE Total:							59.50
Vendor: ELAN FINANCIAL SERVICES							
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4150-64330	Dues and Subscriptions	01/16/25 STMT - MCFOA M...		50.00
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4210-62990	Misc. Operating Expense	01/16/25 STMT - FAA REG F...		5.00
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4210-62990	Misc. Operating Expense	01/16/25 STMT - PHONE ST...		0.99
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4210-63320	Training Expense	01/16/25 STMT - A HART / ...		300.00
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4210-63320	Training Expense	01/16/25 STMT - DMT RECE...		75.00
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4225-64400	Travel, Conference, School	01/16/25 STMT - PIZZA / TR...		97.19
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4312-62400	Small Tools and Minor Equip	01/16/25 STMT - MECHANIC...		2,475.89
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4315-62010	Office Supplies	01/16/25 STMT - JAN 2025 ...		13.49
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4315-62210	Equipment Maint & Repair	01/16/25 STMT - PARTS - TV...		82.01
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4315-62400	Small Tools and Minor Equip	01/16/25 STMT - MECHANIC...		2,475.89
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	100-4650-64330	Dues and Subscriptions	01/16/25 STMT - NOTARY R...		120.00
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	620-4840-62010	Office Supplies	01/16/25 STMT - JAN 2025 ...		31.48
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	620-4890-64400	Travel, Conference, School	01/16/25 STMT - 2025 RRBC...		309.45
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	630-4850-62230	Building Maint & Repair	01/16/25 STMT - ELEC PERM...		36.00
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	680-4840-62010	Office Supplies	01/16/25 STMT - EMAIL SU...		9.00
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	690-16400	Machinery & Equipment	01/16/25 STMT - STORAGE/...		4,583.47
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	690-4840-62010	Office Supplies	01/16/25 STMT - JAN 2025 ...		35.98
ELAN FINANCIAL SERVICES	DEC 24 / JAN 25	01/16/2025	690-4890-64400	Travel, Conference, School	01/16/25 STMT - REG FEE - ...		820.00
Vendor ELAN FINANCIAL SERVICES Total:							11,520.84
Vendor: T R F CONVENTION &							
T R F CONVENTION &	DEC 2024	01/28/2025	100-4670-63030	Contracts Expense	DEC 2024 LODGING TAX		9,911.13
Vendor T R F CONVENTION & Total:							9,911.13
Vendor: U S POSTMASTER							
U S POSTMASTER	FEB 2025	01/29/2025	100-4315-62010	Office Supplies	POSTAGE - FEB 2025 UTILITY..		298.60
U S POSTMASTER	FEB 2025	01/29/2025	620-4840-62010	Office Supplies	POSTAGE - FEB 2025 UTILITY..		696.72
U S POSTMASTER	FEB 2025	01/29/2025	680-4840-62010	Office Supplies	POSTAGE - FEB 2025 UTILITY..		199.06

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Packet: APPKT01280 - 01/29/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
U S POSTMASTER	FEB 2025	01/29/2025	690-4840-62010	Office Supplies	POSTAGE - FEB 2025 UTILITY..		796.26
Vendor U S POSTMASTER Total:							1,990.64
Vendor: VERIZON WIRELESS #786782900							
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	100-4110-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		336.12
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	100-4150-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		174.18
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	100-4192-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		40.01
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	100-4194-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		41.39
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	100-4210-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		703.63
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	100-4240-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		41.39
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	100-4510-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		82.78
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	100-4650-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		41.39
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	100-4660-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		41.39
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	610-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		41.39
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	620-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		122.79
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	650-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		41.39
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	680-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		41.39
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	690-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		206.95
VERIZON WIRELESS #78678...	JAN/FEB 2025	01/21/2025	820-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB ...		41.39
Vendor VERIZON WIRELESS #786782900 Total:							1,997.58
Grand Total:							25,602.01

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	17,571.25
610 - LIQUOR DISPENSARY	41.39
620 - WATER UTILITY FUND	1,160.44
630 - ARENAS - OAK VIEW GROUP	36.00
650 - TOURIST PARK - OAK VIEW GROUP	41.39
680 - WASTEWATER UTILITY FUND	249.45
690 - ELECTRIC UTILITY FUND	6,460.70
820 - GREENWOOD CEMETERY FUND	41.39
Grand Total:	25,602.01

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63210	Communication Expense	336.12
100-4150-63210	Communication Expense	174.18
100-4150-64330	Dues and Subscriptions	50.00
100-4192-63210	Communication Expense	40.01
100-4194-63210	Communication Expense	41.39
100-4210-62990	Misc. Operating Expense	47.45
100-4210-63210	Communication Expense	703.63
100-4210-63320	Training Expense	375.00
100-4225-64400	Travel, Conference, Sch...	97.19
100-4240-63210	Communication Expense	41.39
100-4312-62210	Equipment Maint & Repa..	122.32
100-4312-62400	Small Tools and Minor E...	2,475.89
100-4315-62010	Office Supplies	312.09
100-4315-62210	Equipment Maint & Repa..	82.01
100-4315-62400	Small Tools and Minor E...	2,475.89
100-4510-63210	Communication Expense	82.78
100-4650-63210	Communication Expense	41.39
100-4650-64330	Dues and Subscriptions	120.00
100-4660-63210	Communication Expense	41.39
100-4670-63030	Contracts Expense	9,911.13
610-4830-63210	Communication Expense	41.39
620-4830-63210	Communication Expense	122.79
620-4840-62010	Office Supplies	728.20
620-4890-64400	Travel, Conference, Sch...	309.45
630-4850-62230	Building Maint & Repair	36.00
650-4830-63210	Communication Expense	41.39
680-4830-63210	Communication Expense	41.39
680-4840-62010	Office Supplies	208.06
690-16400	Machinery & Equipment	4,583.47
690-4830-63210	Communication Expense	206.95

Account Summary

Account Number	Account Name	Expense Amount
690-4840-62010	Office Supplies	832.24
690-4840-62990	Misc. Operating Expense	18.04
690-4890-64400	Travel, Conference, Sch...	820.00
820-4830-63210	Communication Expense	41.39
Grand Total:		25,602.01

Project Account Summary

Project Account Key	Expense Amount
None	25,602.01
Grand Total:	25,602.01



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01278 - 02/04/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC (AE2S)							
ADVANCED ENGINEERING ...	100048	12/27/2024	620-4890-63110	Consulting Fees	PROF SRVCS - DEC '24/CON...		6,324.75
ADVANCED ENGINEERING ...	100058	12/27/2024	550-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - DEC '24/WTP ...		8,042.00
Vendor ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC (AE2S) Total:							14,366.75
Vendor: AUSTIN STAVENESS							
AUSTIN STAVENESS	REIMB - 01 23 25	01/23/2025	620-4890-64400	Travel, Conference, School	REIMBURSE - MEALS / MN R...		47.93
AUSTIN STAVENESS	REIMB - 01 23 25	01/23/2025	620-4890-64400	Travel, Conference, School	REIMBURSE - GASOLINE PU...		55.00
Vendor AUSTIN STAVENESS Total:							102.93
Vendor: AUTO VALUE T R F							
AUTO VALUE T R F	9693446	12/30/2024	620-4840-62990	Misc. Operating Expense	WTP HVAC BELT		16.99
AUTO VALUE T R F	9693516	12/30/2024	100-4315-62210	Equipment Maint & Repair	PARTS - TV 140 TRACTOR		49.54
AUTO VALUE T R F	9693683	01/02/2025	100-4315-62210	Equipment Maint & Repair	PARTS - TV 140 TRACTOR		62.51
AUTO VALUE T R F	9693892	01/03/2025	620-4840-62120	Gas-Oil-Lube	OIL - CAT BACKHOE		89.40
AUTO VALUE T R F	9694866	01/14/2025	100-4210-62990	Misc. Operating Expense	BOOSTER CABLES		23.99
AUTO VALUE T R F	9694980	01/15/2025	620-4850-62210	Equipment Maint & Repair	SOCKET - PRESSURE WASHER		17.48
AUTO VALUE T R F	9695101	01/16/2025	100-4315-62210	Equipment Maint & Repair	SOCKET - PRESSURE WASHER		35.97
AUTO VALUE T R F	9695566	01/21/2025	690-16400	Machinery & Equipment	BALL HITCH - VAN #105		273.47
Vendor AUTO VALUE T R F Total:							569.35
Vendor: BOLTON & MENK INC							
BOLTON & MENK INC	0353464	12/31/2024	680-4890-63110	Consulting Fees	PROF SRVCS - LIFT STN #9 ...		490.50
Vendor BOLTON & MENK INC Total:							490.50
Vendor: BREDESON OFFICE SUPPLY							
BREDESON OFFICE SUPPLY	0213877	01/20/2025	100-4650-62990	Misc. Operating Expense	NOTARY STAMP		18.95
Vendor BREDESON OFFICE SUPPLY Total:							18.95
Vendor: BRODIN SHEET METAL INC							
BRODIN SHEET METAL INC	INV-00000666	01/17/2025	100-4240-53221	Building Permits	REFUND OVERCHARGE - M...		10.00
Vendor BRODIN SHEET METAL INC Total:							10.00
Vendor: CORE & MAIN LP							
CORE & MAIN LP	V706171	01/24/2025	620-4840-62430	Water Meters	METER REPROGRAMMING		4,125.00
CORE & MAIN LP	W329526	01/23/2025	620-4890-63020	Computer Maintenance & li...	SENSUS ANNUAL RNI SAAS ...		7,300.00
Vendor CORE & MAIN LP Total:							11,425.00
Vendor: CRAIG WILLIAMS							
CRAIG WILLIAMS	REIMB - 01 17 25	01/17/2025	100-4210-62120	Gas-Oil-Lube	REIMBURSE - GASOLINE / D...		40.35
CRAIG WILLIAMS	REIMB - 01 17 25	01/17/2025	100-4210-62120	Gas-Oil-Lube	REIMBURSE - GASOLINE / D...		86.99
CRAIG WILLIAMS	REIMB - 01 17 25	01/17/2025	100-4210-63320	Training Expense	REIMBURSE - MEALS / DRE ...		145.67

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
CRAIG WILLIAMS	REIMB - 01 17 25	01/17/2025	100-4210-63320	Training Expense	REIMBURSE - MEALS / DRE ...		115.43
Vendor CRAIG WILLIAMS Total:							388.44
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	109001007	12/13/2024	100-4315-62990	Misc. Operating Expense	BATTERIES - REMOTES		28.36
Vendor DIGI KEY CORPORATION Total:							28.36
Vendor: EHLERS COMPANIES							
EHLERS COMPANIES	1626	12/31/2024	100-4650-63032	Economic Development Serv..	SANFORD REDEVELOPMENT...		300.00
Vendor EHLERS COMPANIES Total:							300.00
Vendor: ELECTRONICS PLUS OF T R F INC							
ELECTRONICS PLUS OF T R F ...	JAN 2025-61	01/02/2025	100-4194-63030	Contracts Expense	2025 PANIC BUTTON SYST...		300.00
Vendor ELECTRONICS PLUS OF T R F INC Total:							300.00
Vendor: GRAINGER INC							
GRAINGER INC	9366061423	01/08/2025	620-4850-62220	Plant Equip Maint & Repair	AMMONIA FEED SOLINOID ...		2,757.20
Vendor GRAINGER INC Total:							2,757.20
Vendor: GRAND FORKS FIRE EQUIPMENT LLC							
GRAND FORKS FIRE EQUIP...	42714	01/27/2025	100-4670-64530	Public Safety Grant Expenses	FF TURNOUT GEAR		3,742.78
Vendor GRAND FORKS FIRE EQUIPMENT LLC Total:							3,742.78
Vendor: GREAT NORTHERN ENVIRONMENTAL							
GREAT NORTHERN ENVIRO...	5805	01/09/2025	620-4850-62220	Plant Equip Maint & Repair	4" GRIT SCREW AUGER - SL...		2,043.50
Vendor GREAT NORTHERN ENVIRONMENTAL Total:							2,043.50
Vendor: GUARDIAN PEST SOLUTIONS INC							
GUARDIAN PEST SOLUTIONS..	2623541	11/20/2024	100-4530-63030	Contracts Expense	RODENT CONTROL PRGM - ...		144.28
GUARDIAN PEST SOLUTIONS..	2623546	11/20/2024	100-4560-63030	Contracts Expense	RODENT CONTROL PRGM - ...		106.42
GUARDIAN PEST SOLUTIONS..	2623552	11/20/2024	100-4194-63030	Contracts Expense	RODENT CONTROL PRGM - ...		151.91
GUARDIAN PEST SOLUTIONS..	2626279	12/23/2024	690-4890-63030	Contracts Expense	RODENT CONTROL PRGM - ...		55.00
GUARDIAN PEST SOLUTIONS..	2629568	12/18/2024	100-4560-63030	Contracts Expense	RODENT CONTROL PRGM - ...		58.78
Vendor GUARDIAN PEST SOLUTIONS INC Total:							516.39
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH...	1200688982	01/15/2025	515-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - CHIEFS COUL...		5,083.50
Vendor HDR ENGINEERING INC - CHICAGO Total:							5,083.50
Vendor: HUBERTS OUTDOOR POWER							
HUBERTS OUTDOOR POWER	1056 - 08/2022	01/29/2025	690-4840-62400	Small Tools and Minor Equip	WAS NOT BILLED AT PICKUP...		223.99
HUBERTS OUTDOOR POWER	91442	11/06/2024	100-4220-62210	Equipment Maint & Repair	REPAIR- SMALL HONDA GE...		19.92
HUBERTS OUTDOOR POWER	92759	12/19/2024	100-4220-62210	Equipment Maint & Repair	REPAIR - PUSH MOWER		26.65
HUBERTS OUTDOOR POWER	94209	01/28/2025	100-4220-62210	Equipment Maint & Repair	FILLER CAP - STIHL CHAINS...		4.92
Vendor HUBERTS OUTDOOR POWER Total:							275.48
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUT...	IN4749594	01/24/2025	100-4194-62990	Misc. Operating Expense	TOILET TISSUE DISPENSER/...		142.13
Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:							142.13

Council Approval Register

Packet: APPKT01278 - 02/04/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: KJELL JOHNSRUD							
KJELL JOHNSRUD	REIMB - 01 07 25	01/07/2025	100-4210-62990	Misc. Operating Expense	REIMBURSE-REMOVE OLD &...		70.00
Vendor KJELL JOHNSRUD Total:							70.00
Vendor: M M U A							
M M U A	65470	01/17/2025	100-4150-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		461.01
M M U A	65470	01/17/2025	100-4194-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		76.84
M M U A	65470	01/17/2025	100-4210-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		1,459.91
M M U A	65470	01/17/2025	100-4220-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		537.86
M M U A	65470	01/17/2025	100-4240-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		76.84
M M U A	65470	01/17/2025	100-4312-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		537.85
M M U A	65470	01/17/2025	100-4315-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		537.85
M M U A	65470	01/17/2025	100-4510-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		384.18
M M U A	65470	01/17/2025	100-4650-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		230.50
M M U A	65470	01/17/2025	100-4660-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		76.84
M M U A	65470	01/17/2025	610-4890-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		461.03
M M U A	65470	01/17/2025	620-4890-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		307.35
M M U A	65470	01/17/2025	660-24000	Clearing Account	1ST QTR 2025 SAFETY PRO...		307.35
M M U A	65470	01/17/2025	680-4890-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		307.35
M M U A	65470	01/17/2025	690-4890-64330	Dues and Subscriptions	1ST QTR 2025 JOB TRNG SA...		1,833.75
M M U A	65470	01/17/2025	690-4890-64410	Safety Training	1ST QTR 2025 SAFETY PRO...		1,306.24
Vendor M M U A Total:							8,902.75
Vendor: MARY JO NABBEN							
MARY JO NABBEN	11 05 24	11/05/2024	100-4140-61060	Temporary Salaries	ELECTION JUDGE & TRNG - ...		243.75
Vendor MARY JO NABBEN Total:							243.75
Vendor: MINNESOTA FIRE SERVICE							
MINNESOTA FIRE SERVICE	13461	01/15/2025	100-4220-64400	Travel, Conference, School	FIRE INSTRUCTOR I TEST		131.00
Vendor MINNESOTA FIRE SERVICE Total:							131.00
Vendor: MINNESOTA G F O A							
MINNESOTA G F O A	2025-2026	01/28/2025	100-4150-64330	Dues and Subscriptions	2025 MGFOA MEMBERSHIP...		70.00
Vendor MINNESOTA G F O A Total:							70.00
Vendor: MN DNR ECOLOGICAL & WATER RSRC							
MN DNR ECOLOGICAL & W...	1984-1240 2025	01/22/2025	620-4890-64370	Taxes and Licenses	WATER PERMIT INVOICE 20...		3,800.37
Vendor MN DNR ECOLOGICAL & WATER RSRC Total:							3,800.37
Vendor: MN DPT OF LABOR & INDUSTRY							
MN DPT OF LABOR & INDUS...	4TH QTR 2024	12/31/2024	100-4240-64390	Building Permit Surcharge	4TH QTR 2024 -BUILDING P...		1,525.68
Vendor MN DPT OF LABOR & INDUSTRY Total:							1,525.68
Vendor: MORRIS ELECTRONICS INC							
MORRIS ELECTRONICS INC	11669	01/20/2025	100-4192-63020	Computer Maintenance & li...	SERVER CONFIG & PREP		200.00
MORRIS ELECTRONICS INC	11688	01/20/2025	100-4192-63020	Computer Maintenance & li...	SERVER PREP		625.00
Vendor MORRIS ELECTRONICS INC Total:							825.00

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Packet: APPKT01278 - 02/04/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: NATIONAL INDUSTRIAL & SAFETY SUPPLY LLC							
NATIONAL INDUSTRIAL & S...	43508	01/20/2025	100-4312-62260	Signs-Brooms-Paint	RETROFLECTIVE DOT TAPE		140.00
Vendor NATIONAL INDUSTRIAL & SAFETY SUPPLY LLC Total:							140.00
Vendor: NORTH RISK PARTNERS LLC							
NORTH RISK PARTNERS LLC	7131451	01/21/2025	100-4670-63610	Insurance Expense	2025 WORKERS COMPENSA...		120,053.19
NORTH RISK PARTNERS LLC	7131451	01/21/2025	610-4870-63610	Insurance Expense	2025 WORKERS COMPENSA...		9,392.68
NORTH RISK PARTNERS LLC	7131451	01/21/2025	620-4870-63610	Insurance Expense	2025 WORKERS COMPENSA...		6,857.15
NORTH RISK PARTNERS LLC	7131451	01/21/2025	680-4870-63610	Insurance Expense	2025 WORKERS COMPENSA...		4,260.36
NORTH RISK PARTNERS LLC	7131451	01/21/2025	690-4870-63610	Insurance Expense	2025 WORKERS COMPENSA...		17,344.01
NORTH RISK PARTNERS LLC	7131451	01/21/2025	820-4870-63610	Insurance Expense	2025 WORKERS COMPENSA...		1,767.61
Vendor NORTH RISK PARTNERS LLC Total:							159,675.00
Vendor: NORTHLAND SECURITIES INC							
NORTHLAND SECURITIES INC	INV-1330	01/21/2025	100-4150-63110	Consulting Fees	ANNUAL DISSEMINATION F...		2,050.00
NORTHLAND SECURITIES INC	INV-1331	01/21/2025	690-4890-63110	Consulting Fees	ANNUAL DISSEMINATION F...		1,500.00
Vendor NORTHLAND SECURITIES INC Total:							3,550.00
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COO...	10672	01/20/2025	100-4670-64330	Dues and Subscriptions	2025 NWSC MEMBERSHIP ...		250.00
Vendor NORTHWEST SERVICE COOPERATIVE Total:							250.00
Vendor: NOW MICRO INC							
NOW MICRO INC	IV555528	01/23/2025	100-4150-62420	Computer Equipment	COMPUTERS - UTILITY BILLI...		4,140.00
Vendor NOW MICRO INC Total:							4,140.00
Vendor: OIL BOYZ EXPRESS LUBE INC							
OIL BOYZ EXPRESS LUBE INC	14274	01/16/2025	690-4840-62120	Gas-Oil-Lube	OIL CHANGE #105		54.51
Vendor OIL BOYZ EXPRESS LUBE INC Total:							54.51
Vendor: PENNINGTON CO AUDITOR							
PENNINGTON CO AUDITOR	4TH QTR 2024	01/28/2025	100-4210-63030	Contracts Expense	4TH QTR 2024 LEC BILLING		145,203.70
Vendor PENNINGTON CO AUDITOR Total:							145,203.70
Vendor: PENNINGTON CO HUMANE SOCIETY							
PENNINGTON CO HUMANE ...	07 2024	12/31/2024	100-4210-63100	Animal Control	ANIMAL CONTROL SERVICES		1,400.00
Vendor PENNINGTON CO HUMANE SOCIETY Total:							1,400.00
Vendor: RICHARD BAKER							
RICHARD BAKER	REIMB - 01 10 25	01/10/2025	100-4660-64400	Travel, Conference, School	REIMBURSE - MILEAGE / CV...		112.00
Vendor RICHARD BAKER Total:							112.00
Vendor: RMB ENVIRONMENTAL LAB INC							
RMB ENVIRONMENTAL LAB ...	D070426	01/23/2025	620-4840-62170	Field Supplies	LAB ANALYSIS - STATE SAM...		287.38
Vendor RMB ENVIRONMENTAL LAB INC Total:							287.38
Vendor: SEAN O'CONNOR							
SEAN O'CONNOR	REIMB - 01 17 25	01/17/2025	100-4210-62990	Misc. Operating Expense	REIMBURSE - SEWING SERV...		50.00
Vendor SEAN O'CONNOR Total:							50.00

Council Approval Register

Packet: APPKT01278 - 02/04/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: SJOBERG'S CABLE TV							
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	100-4192-63020	Computer Maintenance & li...	MONTHLY SERVICE - FEB 20...		225.00
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	100-4192-63020	Computer Maintenance & li...	MONTHLY SERVICE - FEB 20...		81.90
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	100-4220-63020	Computer Maintenance & li...	MONTHLY SERVICE - FEB 20...		49.95
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	100-4312-63020	Computer Maintenance & li...	MONTHLY SERVICE - FEB 20...		56.95
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	100-4510-63210	Communication Expense	MONTHLY SERVICE - FEB 20...		104.50
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	100-4560-63210	Communication Expense	MONTHLY SERVICE - FEB 20...		40.39
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	610-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - FEB 20...		56.95
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	620-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20...		25.84
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	620-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - FEB 20...		49.80
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	680-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20...		85.50
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	680-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20...		475.00
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	690-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20...		142.50
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	690-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20...		142.50
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	690-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20...		34.90
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - FEB 20...		225.00
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - FEB 20...		49.95
SJOBERG'S CABLE TV	FEB 2025	01/28/2025	690-4890-63020	Computer Maintenance & li...	MONTHLY SERVICE - FEB 20...		42.95
Vendor SJOBERG'S CABLE TV Total:							1,889.58
Vendor: STATION 59							
STATION 59	1025499	12/31/2024	100-4210-62990	Misc. Operating Expense	10 ADDITIONAL CAR WASH...		110.00
Vendor STATION 59 Total:							110.00
Vendor: TARGET SOLUTIONS LEARNING LLC							
TARGET SOLUTIONS LEARN...	110393	02/01/2025	100-4220-64400	Travel, Conference, School	MEMBERSHIP / MAINTENA...		1,096.19
Vendor TARGET SOLUTIONS LEARNING LLC Total:							1,096.19
Vendor: TITAN MACHINERY - CROOKSTON							
TITAN MACHINERY - CROOK...	PS0604896-1	01/23/2025	100-4315-62210	Equipment Maint & Repair	TRACTOR PARTS		22.17
Vendor TITAN MACHINERY - CROOKSTON Total:							22.17
Vendor: TROY MERCIL CONSTRUCTION LLC							
TROY MERCIL CONSTRUCTI...	847	01/16/2025	820-4890-63030	Contracts Expense	MARION SORENSON - OPEN...		1,200.00
TROY MERCIL CONSTRUCTI...	848	01/20/2025	820-4890-63030	Contracts Expense	FAYE EMMONS - OPEN / CL...		1,200.00
Vendor TROY MERCIL CONSTRUCTION LLC Total:							2,400.00
Vendor: ULINE							
ULINE	187664178	01/09/2025	690-4840-62990	Misc. Operating Expense	RED SHELF BIN / INSERT CA...		175.68
ULINE	188184539	01/21/2025	690-4840-62990	Misc. Operating Expense	TOWELS / BANDAIDS / STO...		362.85
ULINE	188184539	01/21/2025	690-4850-62350	Power Plant/Dam Maint	TOWELS		66.00
Vendor ULINE Total:							604.53
Vendor: USABBLUEBOOK							
USABBLUEBOOK	INV00583338	01/03/2025	620-4850-62220	Plant Equip Maint & Repair	PHOSPHORATE FEED PUMP		237.83
Vendor USABBLUEBOOK Total:							237.83

Council Approval Register

Packet: APPKT01278 - 02/04/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VESTIS							
VESTIS	2630380761	01/21/2025	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - 01/21/...		86.75
						Vendor VESTIS Total:	86.75
						Grand Total:	379,439.45

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	288,046.60
515 - CHIEFS COULEE	5,083.50
550 - 2025 CO2 TANK REPLACEMENT	8,042.00
610 - LIQUOR DISPENSARY	9,910.66
620 - WATER UTILITY FUND	34,429.72
660 - AIRPORT FUND	307.35
680 - WASTEWATER UTILITY FUND	5,618.71
690 - ELECTRIC UTILITY FUND	23,833.30
820 - GREENWOOD CEMETERY FUND	4,167.61
Grand Total:	379,439.45

Account Summary

Account Number	Account Name	Expense Amount
100-4140-61060	Temporary Salaries	243.75
100-4150-62420	Computer Equipment	4,140.00
100-4150-63110	Consulting Fees	2,050.00
100-4150-64330	Dues and Subscriptions	70.00
100-4150-64410	Safety Training	461.01
100-4192-63020	Computer Maintenance...	1,131.90
100-4194-62990	Misc. Operating Expense	142.13
100-4194-63030	Contracts Expense	451.91
100-4194-64410	Safety Training	76.84
100-4210-62120	Gas-Oil-Lube	127.34
100-4210-62990	Misc. Operating Expense	253.99
100-4210-63030	Contracts Expense	145,203.70
100-4210-63100	Animal Control	1,400.00
100-4210-63320	Training Expense	261.10
100-4210-64410	Safety Training	1,459.91
100-4220-62210	Equipment Maint & Repa..	51.49
100-4220-63020	Computer Maintenance...	49.95
100-4220-64400	Travel, Conference, Sch...	1,227.19
100-4220-64410	Safety Training	537.86
100-4240-53221	Building Permits	10.00
100-4240-64390	Building Permit Surcharge	1,525.68
100-4240-64410	Safety Training	76.84
100-4312-62260	Signs-Brooms-Paint	140.00
100-4312-63020	Computer Maintenance...	56.95
100-4312-64410	Safety Training	537.85
100-4315-62210	Equipment Maint & Repa..	170.19
100-4315-62990	Misc. Operating Expense	28.36
100-4315-64410	Safety Training	537.85
100-4510-63210	Communication Expense	104.50

Account Summary

Account Number	Account Name	Expense Amount
100-4510-64410	Safety Training	384.18
100-4530-63030	Contracts Expense	144.28
100-4560-63030	Contracts Expense	165.20
100-4560-63210	Communication Expense	40.39
100-4650-62990	Misc. Operating Expense	18.95
100-4650-63032	Economic Development ...	300.00
100-4650-64410	Safety Training	230.50
100-4660-64400	Travel, Conference, Sch...	112.00
100-4660-64410	Safety Training	76.84
100-4670-63610	Insurance Expense	120,053.19
100-4670-64330	Dues and Subscriptions	250.00
100-4670-64530	Public Safety Grant Expe...	3,742.78
515-4680-65920	Work in Process - Eng/Ar...	5,083.50
550-4680-65920	Work in Process - Eng/Ar...	8,042.00
610-4870-63610	Insurance Expense	9,392.68
610-4890-63020	Computer Maintenance...	56.95
610-4890-64410	Safety Training	461.03
620-4830-63210	Communication Expense	25.84
620-4840-62120	Gas-Oil-Lube	89.40
620-4840-62170	Field Supplies	287.38
620-4840-62430	Water Meters	4,125.00
620-4840-62990	Misc. Operating Expense	16.99
620-4850-62210	Equipment Maint & Repa..	17.48
620-4850-62220	Plant Equip Maint & Rep...	5,038.53
620-4870-63610	Insurance Expense	6,857.15
620-4890-63020	Computer Maintenance...	7,349.80
620-4890-63030	Contracts Expense	86.75
620-4890-63110	Consulting Fees	6,324.75
620-4890-64370	Taxes and Licenses	3,800.37
620-4890-64400	Travel, Conference, Sch...	102.93
620-4890-64410	Safety Training	307.35
660-24000	Clearing Account	307.35
680-4830-63210	Communication Expense	560.50
680-4870-63610	Insurance Expense	4,260.36
680-4890-63110	Consulting Fees	490.50
680-4890-64410	Safety Training	307.35
690-16400	Machinery & Equipment	273.47
690-4830-63210	Communication Expense	319.90
690-4840-62120	Gas-Oil-Lube	54.51
690-4840-62400	Small Tools and Minor E...	223.99
690-4840-62990	Misc. Operating Expense	538.53
690-4850-62350	Power Plant/Dam Maint	66.00

Account Summary

Account Number	Account Name	Expense Amount
690-4870-63610	Insurance Expense	17,344.01
690-4890-63020	Computer Maintenance...	317.90
690-4890-63030	Contracts Expense	55.00
690-4890-63110	Consulting Fees	1,500.00
690-4890-64330	Dues and Subscriptions	1,833.75
690-4890-64410	Safety Training	1,306.24
820-4870-63610	Insurance Expense	1,767.61
820-4890-63030	Contracts Expense	2,400.00
Grand Total:		379,439.45

Project Account Summary

Project Account Key	Expense Amount
None	379,439.45
Grand Total:	379,439.45



UBPKT02960 - Refunds 01 UBPKT02957 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-00271-000	SMITH, IRENE B	1/27/2025	94530	87.54			87.54	Generated From Billing
10-01245-001	JUAIRE, CORY P	1/27/2025	94531	156.49			156.49	Generated From Billing
11-01400-005	DEITER, ROBIN S.	1/27/2025	94532	12.34			12.34	Generated From Billing
20-02703-006	LEROL, STEPHANIE Y	1/27/2025	94533	152.48			152.48	Generated From Billing
20-02724-004	FINEDAY, RYLEY P	1/27/2025	94534	62.67			62.67	Generated From Billing
20-02733-005	BATZOLD, BAY A	1/27/2025	94535	199.70			199.70	Generated From Billing
26-05165-002	KIEDROWSKI, EUGENE A	1/27/2025	94536	190.75			190.75	Generated From Billing
31-05028-004	SOCORRO, MOISES A	1/27/2025	94537	207.55			207.55	Generated From Billing
31-05030-005	BERMUDEZ, MIGUEL A GARCELL	1/27/2025	94538	192.14			192.14	Generated From Billing
Total Refunds: 9		Total Refunded Amount:		1,261.66				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	1261.66
Revenue Total:	1261.66

General Ledger Distribution

Posting Date: 01/27/2025

	Account Number	Account Name	Posting Amount	IFT
Fund:	690 - ELECTRIC UTILITY FUND			
	690-10101	Cash & Investments	-1,261.66	Yes
	690-11530	Accts Receivable - Billing	1,261.66	
	690 Total:		0.00	
Fund:	999 - POOL CASH FUND			
	999-10101	Pooled Cash & Investments	-1,261.66	Yes
	999-20700	Due To Other Funds	1,261.66	
	999 Total:		0.00	
	Distribution Total:		0.00	



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01265 - 01/17/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMERICAN WATERWORKS							
AMERICAN WATERWORKS	INV-00000644	12/22/2024	100-4240-53221	Building Permits	REFUND - BUILDING PERMIT...		155.85
Vendor AMERICAN WATERWORKS Total:							155.85
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC P...	DEC 2024	12/31/2024	610-4890-63060	Credit Card Fees	CREDIT CARD FEES - DEC 20...		9,461.89
Vendor BANKCARD ELECTRONIC PYMTS INC Total:							9,461.89
Vendor: GARDEN VALLEY TECHNOLOGIES							
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4150-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		3.52
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4150-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		408.00
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4194-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		63.13
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4220-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		104.13
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4240-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		26.99
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4312-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		41.99
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4315-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		41.98
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4510-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		48.99
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4570-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		59.49
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4650-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		110.97
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4660-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		22.00
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4670-64500	Senior Citizen Programs	PHONE CHARGES - JAN / FEB..		2.42
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	100-4670-64500	Senior Citizen Programs	PHONE CHARGES - JAN / FEB..		82.26
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	610-4830-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		155.34
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	620-4830-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		197.89
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	630-4830-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		329.99
GARDEN VALLEY TECHNOL...	101390789	01/10/2025	690-4830-63210	Communication Expense	PHONE CHARGES - JAN / FEB..		341.90
Vendor GARDEN VALLEY TECHNOLOGIES Total:							2,040.99
Vendor: LEAGUE OF MN CITIES INS TRUST							
LEAGUE OF MN CITIES INS T...	1ST QTR 2025	01/08/2025	100-4670-63610	Insurance Expense	1ST QTR 2025 PROPERTY & ...		46,225.41
LEAGUE OF MN CITIES INS T...	1ST QTR 2025	01/08/2025	610-4870-63610	Insurance Expense	1ST QTR 2025 PROPERTY & ...		2,477.12
LEAGUE OF MN CITIES INS T...	1ST QTR 2025	01/08/2025	620-4870-63610	Insurance Expense	1ST QTR 2025 PROPERTY & ...		10,503.31
LEAGUE OF MN CITIES INS T...	1ST QTR 2025	01/08/2025	680-4870-63610	Insurance Expense	1ST QTR 2025 PROPERTY & ...		5,455.32
LEAGUE OF MN CITIES INS T...	1ST QTR 2025	01/08/2025	690-4870-63610	Insurance Expense	1ST QTR 2025 PROPERTY & ...		16,421.84
LEAGUE OF MN CITIES INS T...	1ST QTR 2025	01/08/2025	820-4870-63610	Insurance Expense	1ST QTR 2025 PROPERTY & ...		133.00
Vendor LEAGUE OF MN CITIES INS TRUST Total:							81,216.00
Vendor: M M U A							
M M U A	64582-2	10/01/2024	690-4890-64410	Safety Training	4TH QTR JOB TRNG & SAFE...		984.38
Vendor M M U A Total:							984.38

Council Approval Register

Packet: APPKT01265 - 01/17/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MARCO TECHNOLOGIES LLC							
MARCO TECHNOLOGIES LLC	546499708	01/01/2025	100-4150-63030	Contracts Expense	COPIER CONTRACT - JAN 20...		565.83
MARCO TECHNOLOGIES LLC	546499708	01/01/2025	100-4650-63030	Contracts Expense	COPIER CONTRACT - JAN 20...		409.26
MARCO TECHNOLOGIES LLC	546499708	01/01/2025	690-4890-63030	Contracts Expense	COPIER CONTRACT - JAN 20...		135.35
Vendor MARCO TECHNOLOGIES LLC Total:							1,110.44
Vendor: MINNESOTA ENERGY GROUP (ELECTRIC)							
MINNESOTA ENERGY GROU...	5313732062	12/31/2024	690-4830-63890	Utilities Expense	GAS METER READING - DEC ...		1,925.90
Vendor MINNESOTA ENERGY GROUP (ELECTRIC) Total:							1,925.90
Vendor: MINNESOTA ENERGY GROUP (HERITAGE CENTER)							
MINNESOTA ENERGY GROU...	5318493593	12/31/2024	100-4670-64500	Senior Citizen Programs	GAS METER READING - DEC ...		282.66
Vendor MINNESOTA ENERGY GROUP (HERITAGE CENTER) Total:							282.66
Vendor: MTI DISTRIBUTING INC							
MTI DISTRIBUTING INC	1455927-00	11/13/2024	100-4510-62210	Equipment Maint & Repair	RADIATOR CAP - TORO MO...		110.44
Vendor MTI DISTRIBUTING INC Total:							110.44
Vendor: N A P A AUTO PARTS THF RVR FL							
N A P A AUTO PARTS THF R...	739761	12/05/2024	100-4312-62210	Equipment Maint & Repair	SWAY BAR REPAIR - #5407		24.99
N A P A AUTO PARTS THF R...	739889	12/11/2024	100-4312-62210	Equipment Maint & Repair	U BOLT - #5526		10.98
N A P A AUTO PARTS THF R...	740029	12/17/2024	100-4315-62210	Equipment Maint & Repair	AIR FILTER		45.98
N A P A AUTO PARTS THF R...	740031	12/17/2024	100-4220-62210	Equipment Maint & Repair	BATTERY - '05 GENERATOR		190.99
N A P A AUTO PARTS THF R...	740031	12/17/2024	100-4220-62990	Misc. Operating Expense	FLOOR DRY		86.94
N A P A AUTO PARTS THF R...	740204	12/26/2024	100-4315-62210	Equipment Maint & Repair	BRAKE FLUID		53.98
N A P A AUTO PARTS THF R...	740257	12/30/2024	100-4312-62210	Equipment Maint & Repair	MISC PARTS - 1995 FORD P...		124.53
Vendor N A P A AUTO PARTS THF RVR FL Total:							538.39
Vendor: NORTHERN MUNICIPAL POWER AGENCY							
NORTHERN MUNICIPAL PO...	DEC 2024	12/31/2024	690-4810-68400	Purchased Power	DE & ENERGY - DEC 2024		1,005,954.66
Vendor NORTHERN MUNICIPAL POWER AGENCY Total:							1,005,954.66
Vendor: O'REILLY AUTOMOTIVE INC							
O'REILLY AUTOMOTIVE INC	1519-388704	12/11/2024	100-4210-62120	Gas-Oil-Lube	ANTIFREEZE		18.38
O'REILLY AUTOMOTIVE INC	1519-390003	12/26/2024	100-4210-62210	Equipment Maint & Repair	WIPER BLADES		75.98
Vendor O'REILLY AUTOMOTIVE INC Total:							94.36
Vendor: RALPH ENGELSTAD ARENA							
RALPH ENGELSTAD ARENA	INV144652	01/14/2025	630-4930-67200	Operating Transfers	1ST QTR 2025 ALLOCATION		181,165.75
Vendor RALPH ENGELSTAD ARENA Total:							181,165.75
Vendor: VERIZON WIRELESS #486397938							
VERIZON WIRELESS #48639...	6102500665	01/01/2025	100-4210-63210	Communication Expense	MONTHLY ACCESS CHARGE -..		295.12
Vendor VERIZON WIRELESS #486397938 Total:							295.12
Grand Total:							1,285,336.83

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	49,693.19
610 - LIQUOR DISPENSARY	12,094.35
620 - WATER UTILITY FUND	10,701.20
630 - ARENAS - OAK VIEW GROUP	181,495.74
680 - WASTEWATER UTILITY FUND	5,455.32
690 - ELECTRIC UTILITY FUND	1,025,764.03
820 - GREENWOOD CEMETERY FUND	133.00
Grand Total:	1,285,336.83

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63030	Contracts Expense	565.83
100-4150-63210	Communication Expense	411.52
100-4194-63210	Communication Expense	63.13
100-4210-62120	Gas-Oil-Lube	18.38
100-4210-62210	Equipment Maint & Repa..	75.98
100-4210-63210	Communication Expense	295.12
100-4220-62210	Equipment Maint & Repa..	190.99
100-4220-62990	Misc. Operating Expense	86.94
100-4220-63210	Communication Expense	104.13
100-4240-53221	Building Permits	155.85
100-4240-63210	Communication Expense	26.99
100-4312-62210	Equipment Maint & Repa..	160.50
100-4312-63210	Communication Expense	41.99
100-4315-62210	Equipment Maint & Repa..	99.96
100-4315-63210	Communication Expense	41.98
100-4510-62210	Equipment Maint & Repa..	110.44
100-4510-63210	Communication Expense	48.99
100-4570-63210	Communication Expense	59.49
100-4650-63030	Contracts Expense	409.26
100-4650-63210	Communication Expense	110.97
100-4660-63210	Communication Expense	22.00
100-4670-63610	Insurance Expense	46,225.41
100-4670-64500	Senior Citizen Programs	367.34
610-4830-63210	Communication Expense	155.34
610-4870-63610	Insurance Expense	2,477.12
610-4890-63060	Credit Card Fees	9,461.89
620-4830-63210	Communication Expense	197.89
620-4870-63610	Insurance Expense	10,503.31
630-4830-63210	Communication Expense	329.99
630-4930-67200	Operating Transfers	181,165.75
680-4870-63610	Insurance Expense	5,455.32

Account Summary

Account Number	Account Name	Expense Amount
690-4810-68400	Purchased Power	1,005,954.66
690-4830-63210	Communication Expense	341.90
690-4830-63890	Utilities Expense	1,925.90
690-4870-63610	Insurance Expense	16,421.84
690-4890-63030	Contracts Expense	135.35
690-4890-64410	Safety Training	984.38
820-4870-63610	Insurance Expense	133.00
Grand Total:		1,285,336.83

Project Account Summary

Project Account Key	Expense Amount
None	1,285,336.83
Grand Total:	1,285,336.83

COUNCIL PER DIEM TO BE PAID ON 02/4/2025 PAYROLL
Presented 02/07/2025 Council Meeting

Kelly Langass - January 2025

1/13/2025	Public Utilities	Detroit Lakes	\$32.50
1/14/2025	Administrative Services	City Hall	\$32.50
1/15/2025	TVF Authority	City Hall	\$32.50
1/17/2025	Orientation	Couty Board Roo	\$32.50
			<u>\$130.00</u>

Julie Bolduc - January 2025

1/5/1900	City Adjourned Meeting	Detroit Lakes	\$32.50
1/13/2025	Public Safety	City Hall	\$32.50
1/15/2025	Public Works	City Hall	\$32.50
1/17/2025	Orientation	Couty Board Roo	\$32.50
			<u>\$130.00</u>

Steven Narverud - January 2025

1/9/2025	Labor	Room 201	\$32.50
1/9/2025	Interviews - Ward 3	City Hall	\$32.50
1/14/2025	Planning and Zoning	City Hall	\$32.50
1/15/2025	Public Works	City Hall	\$32.50
			<u>\$130.00</u>

Mike Lorenson - January 2025

1/9/2025	TAC Meeting	Zoom	\$32.50
1/9/2025	Labo Committee	City Hall	\$32.50
1/9/2025	Ward 3 Interviews	City Hall	\$32.50
1/13/2025	Utilities Committee	City Hall	\$32.50
1/14/2025	Admin Committee	City Hall	\$32.50
1/15/2025	TVF Airport	Airport	\$32.50
1/16/2025	Open Line Radio	KTRF	\$32.50
1/17/2025	New Council Orientation	City Hall	\$32.50
			<u>\$260.00</u>



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: 2/4/2025

SUBJECT: Installation of Sump Pump in Depot Elevator Shaft

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

MOTION TO: Approve the installation of a sump basin in the elevator shaft of the elevator at City Hall and the piping to an existing sump basin by Bernier Plumbing in the amount of \$3,800.00.

BACKGROUND: The elevator inspection report from August 28, 2023, indicated that several items were not in compliance. The last remaining item needing to be addressed from the report is item number five, ASME A17.18.6.4.7 Clean elevator pit / water and oil shall not accumulate on pit floor.

As this is a recurring issue, it was determined that the best course of action is to install a sump pump basin at the bottom of the elevator shaft. And since the elevator needs to be locked out by an elevator technician during this process, an opportune time to do this repair work will be during the time that the upgrade work is being conducted.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The cost of this work will need to come from the capital improvement budget.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Richard Baker, Economic/ Community Development Director

ATTACHMENTS:

1.	Estimate 1124 from Bernier Plumbing
2.	Elevator Inspection Report - 8-28-2023

Bernier Plumbing
12988 210th Ave NE
Thief River Falls, MN 56701



Bill to
TRF City Hall

Estimate no.: 1124
Estimate date: 12/31/2024

#	Product or service	Description	Qty	Rate	Amount
1.	Labor and material	Sump basin in elevator shaft Pipe to existing sump basin	1	\$3,800.00	\$3,800.00
Total					\$3,800.00

Accepted by

08/28/2023

CITY OF THIEF RIVER FALLS
PO BOX 528
THIEF RIV FALLS, MN 56701

RE: HYDRAULIC PASSENGER
Site: Soo Line Depot
405 3rd St E
Thief River Falls, MN 56701

Elevator ID# ELV-04122

Dear Sir or Madam:

I performed an inspection on the elevator-related device at the above site. The required corrections, which were identified during the inspection, are listed on the following page.

Within 60 days from the date on this letter:

- You must complete the listed corrections and call the number below for a follow-up inspection.
 - **OR** – for items that cannot be completed within 60 days, submit a compliance plan to my attention at the address listed at the bottom of this letter or to the email address listed below.
 - Compliance plans **MUST** include the anticipated completion date for items not yet corrected.

Failure to make these corrections or submit a compliance plan could result in your elevator-related device being placed out of service.

If you have any questions regarding this letter, please contact me.

Sincerely,

Gerry Keenan | Elevator Code Rep
Construction Codes and Licensing | Elevator Inspections
(651) 587-6483 | gerald.keenan@state.mn.us

443 Lafayette Road N., St. Paul, MN 55155 • (651) 284-5005 • www.dli.mn.gov

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ELEVATOR INSPECTION REPORT

The following items were identified as being non-compliant with the adopted rules, standards or statutes for regulated elevator related devices.

CORRECTION ITEMS:

1. MR 1307.0047 Subp. 7 Install signage identifying (Elevator Equipment Room Access) with a minimum .5" character height on file room door.
2. MR 1307.0047 Subp. 7 Install signage identifying (Elevator Equipment Room) with a minimum .5" character height on equipment room door.
3. ASME A 17.3 3.4.5 Repair emergency light, it is inoperable with loss of utility power.
4. A17.3 ASME 3.11.1 Repair alarm bell signal, it is inoperable with loss of utility power.
5. ASME A17.1 8.6.4.7.4 Clean elevator pit / Water and oil shall not accumulate on pit floor.