

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, March 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**
 - 5.1. Proclamation of March 2025 as Bleeding Disorders Awareness Month (3)
- 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 February 18, 2025 Council Proceedings (4-14)
 - 7.2. City of Thief River Falls Bills, Disbursements and Council Per Diems (15-40)
- 8. NEW BUSINESS**
 - 8.1. Public Safety Aid Purchase (41-43)
 - 8.2. Approval of the TRF Police Department to purchase 2025 Ford Police Interceptor (44)
- 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 Meeting - Monday, March 10 at 7 am

Public Safety Committee Meeting - Monday, March 10 at 4:30 pm in

Administrative Services Committee Meeting - Tuesday, March 11 at 4:30 pm in
Room 201, City Hall

Public Works Committee Meeting - Wednesday, March 12 at 4:30 pm

City Council Meeting - Tuesday, March 18 at 5:30 pm

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.



BLEEDING DISORDERS AWARENESS MONTH PROCLAMATION

WHEREAS, I, Mike Lorenson, Mayor/City Council Member of Thief River Falls, am proud to commemorate March 2025 as Bleeding Disorders Awareness Month in the state of Thief River Falls, MN; and

WHEREAS, this designation will formalize and expand upon the designation 35 years ago of March 1986 as “Hemophilia Awareness Month” by President Ronald Reagan; and

WHEREAS, the federal Department of Health and Human Services designated March 2016 as National Bleeding Disorders Month; and

WHEREAS, Multiple states and local governments, since 2016, have passed a proclamation/resolution declaring March as Bleeding Disorders Awareness Month; and

WHEREAS, Bleeding disorder advocates, during this month, wear a red material around their neck (e.g. leis, scarves, ties); and

WHEREAS, these bleeding disorders, which share the inability to form a proper blood clot, are characterized by extended bleeding after injury, surgery, trauma or menstruation and can lead to significant morbidity and can be fatal if not treated effectively; and

WHEREAS, many individuals with hemophilia became infected with HIV and Hepatitis C in the 1980s due to the contamination of the blood supply and blood products; and

WHEREAS, this Awareness Month in City of Thief River Falls will generate greater awareness and understanding of not only hemophilia but all inheritable bleeding disorders, including von Willebrand disease—which alone impacts an estimated one percent of the U.S. population or more than 3.2 million individuals; and

WHEREAS, this Awareness Month will foster a greater sense of community and shared purpose among individuals with all inheritable bleeding disorders; and

WHEREAS, this Awareness Month will elevate awareness of and engagement in the inheritable bleeding disorders journey beyond our community to the general public, enabling the prevention of illness, unnecessary procedures, and disability; now

NOW, THEREFORE BE IT RESOLVED that, I, Mike Lorenson, Mayor of Thief River Falls, do hereby proclaim the month of March 2025, as:

BLEEDING DISORDERS AWARENESS MONTH in the City of Thief River Falls, and I urge all residents to join me in this special observance.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Thief River Falls, Minnesota to be affixed this 4TH day of March.

Mike Lorenson, Mayor

**City Council Meeting Minutes
Tuesday, February 18, 2025**

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on February 18, 2025. This meeting is being presided over by Mayor Mike Lorenson.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC HEARING

Amendment to Tower Height Ordinance

Richard Baker, Economic/Community Development Director presented a review of the ordinance amendment. Brian Wikstrom was present with Eric Bergman (Greatplains) via zoom to answer questions regarding the proposed Tower Height Ordinance Amendment. Travis Giffen, Public Works Director, noted his concerns regarding tower height and safety for residents who live in the fall radius.

PUBLIC FORUM

Connie and Tony Dorn, on behalf of the Heritage Center, addressed the Council to express their appreciation and to invite all councilmembers to the Heritage Center on March 3 for dinner, art unveiling and a message from the new Director. Mayor Lorenson will also be there for Q&A.

**PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION
ANNOUNCEMENTS**

APPROVE AGENDA

Councilmember Scott Pream motioned, being seconded by Councilmember Steve Narverud, to approve the agenda. On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 02.30.25: Approval of February 4, 2025 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced RESOLUTION 02.30.25, being seconded by Councilmember Scott Pream, that:

THEREFORE BE IT RESOLVED, By the City Council, to approve the February 4, 2025 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.31.25: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced RESOLUTION 02.31.25, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize \$789,389.13. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.43.25: Approval of Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License

A Councilmember requested removal from the Consent Agenda for discussion, Councilmember Steve Narverud, being seconded by Councilmember Michele McCraw, that:

RESOLUTION NO. 02.43.25 be placed in New Business for discussion.

RESOLUTION NO. 02.44.25: J&M Displays Fireworks Display Permit Application

A Councilmember requested removal from the Consent Agenda for discussion, Councilmember Steve Narverud, being seconded by Councilmember Michele McCraw, that:

RESOLUTION NO. 02.44.25 be placed in New Business for discussion.

RESOLUTION NO. 02.45.25: Approval of Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License

A Councilmember requested removal from the Consent Agenda for discussion, Councilmember Steve Narverud, being seconded by Councilmember Michele McCraw, that:

RESOLUTION NO. 02.45.25 be placed in New Business for discussion.

RESOLUTION NO. 02.46.25: Parade Application to Pennington County Fair Association during the Pennington County Fair

A Councilmember requested removal from the Consent Agenda for discussion, Councilmember Steve Narverud, being seconded by Councilmember Michele McCraw, that:

RESOLUTION NO. 02.46.25 be placed in New Business for discussion.

NEW BUSINESS

Amend City Ordinance 150.06 – Regulating and Controlling Towers

Resolution failed due to lack of motion.

RESOLUTION NO.02.32.25: Adopt Cannabis & Lower-Potency Hemp retail Registration Form and Fees

Following discussion, Councilmember Scott Pream introduced Resolution 02.32.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Local governments play a critical role in the licensing process, serving as a near-final approval check on cannabis businesses nearing the awarding of a state license for operations. Once an applicant has been vetted by OCM and is selected for proceeding in the verification process, they are then required to receive the local government's certification of zoning compliance and, if applicable, retail registration before operations may commence.

Local retail registration

Once the licensing process begins, local retail registration applies to cannabis retailers or other cannabis/hemp businesses that are seeking a retail endorsement. Local governments issue a retail registration after verifying that the business:

- Has a valid license or license preapproval issued by OCM
- Paid a registration fee or renewal fee to the local government

Initial registration fees collected by a local government may be \$500 or up to half the amount of the applicable initial license fee, whichever is less. Renewal registration fees may be \$1,000 or up to half the amount of the applicable renewal license fee, whichever is less.

- Is found in compliance with state law and local ordinances
- Is current on all property taxes and assessments for the proposed retail location

Local certification of zoning compliance

During the application and licensing process for cannabis businesses, OCM will notify a local government when an applicant intends to operate within their jurisdiction and request a certification as to whether a proposed cannabis business complies with local zoning ordinances, and if applicable, whether the proposed business complies with state fire code and building code. According to Minnesota's cannabis law, a local unit of government has 30 days to respond to this request for certification of compliance. If a local government does not respond to OCM's request for certification of compliance within the 30 days, the cannabis law allows OCM to issue a license. OCM may not issue the final approval for a license if the local government has indicated they are not in compliance.

Compliance checks

Local governments must conduct compliance checks for cannabis and hemp businesses holding retail registration at least once per calendar year. These checks must verify compliance with age verification procedures and compliance with any applicable local ordinances.

WHEREAS, Per State Statute 342 and the City of Thief River Falls' Cannabis & Lower-Potency Hemp Edibles Ordinance we need to create a Retail Registration Form and may adopt Registration fees which would be used to cover the cost of administration and required yearly compliance checks.

THEREFORE, BE IT RESOLVED Adopt the Cannabis & Lower-Potency Hemp retail Registration Form and Fees. And adopting by reference City Code Chapter 10, which, among other things, contain penalty provisions.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.33.25: TIF Agreement with Sanford Health Network North

Following discussion, Councilmember Scott Pream introduced Resolution 02.33.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The City Council approved TIF District 1-12 in 2021 to aid in the demolition of the old Sanford Hospital to eliminate the blight of the old hospital while providing a clean property to a future developer. The proposed development project that would have generated a tax increment to pay the note did not materialize and the TIF Agreement was never executed.

This is a 26-year TIF Agreement, or reimbursement up to \$3,000,000, which ever should occur first and was certified on November 12, 2021.

WHEREAS, Sanford has five years for a project to occur, or the TIF District would be decertified. Final available increment will be dependent on the completed development and may be higher or lower than the estimates.

Dorsey & Whitney, LLP will be responsible for collecting all signed documents and recording all necessary documents once the agreement is executed by Sanford Health Network North and the City of Thief Falls.

Without this TIF District and Agreement, the City of Thief River Falls would most likely still be looking at an old, dilapidated hospital building and the site would not be prepared for a future development.

THEREFORE, BE IT RESOLVED Approve the Tax Increment Financing (TIF) Redevelopment Agreement for District 1-12 with Sanford Health Network North for the purpose of providing financial assistance in the demolition of the old Sanford Hospital Building and directing the Mayor and City Administrator to execute all necessary documents of the TIF Agreement including all exhibits.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.34.25: Approve an agreement with Remloh & Associates LLC

Following discussion, Councilmember Steve Narverud introduced Resolution 02.34.25, being seconded by Councilmember Scott Pream, that:

WHEREAS, The City of Thief Falls has existing initiatives being worked on that need legislative action. One project is working on moving the City of Thief River Falls water in-take for our drinking water and another is acquiring funds for City Hall and the Carnegie Library as historical buildings to have the ability to make the buildings energy efficient. The draft contract is in review with legal counsel.

THEREFORE, BE IT RESOLVED to authorize the City Administrator to fully execute the contract with Remloh & Associates LLC to authorize Brian Holmer to provide professional lobbying services for the City of Thief River Falls effective February 19,

2025.

On vote being taken, the resolution passed. Julie Bolduc opposed.

RESOLUTION NO.02.35.25: Plastic Refuse Bags

Following discussion, Councilmember Michele McCraw introduced Resolution 02.35.25, seconded by Councilmember Steve Narverud, that:

WHEREAS, The city of Thief River Falls purchases plastic refuse bags on an annual basis for distribution to the residents of the City. The city has historically used black garbage bags with "TRF" printed on them to indicate they are a sanitation customer of the city. Revolution Materials is the lowest bid and has supplied the City with sanitation bids since 2012. Bags features remain the same as the previous two years of 1/3 mil thickness with white printed "TRF" lettering, flat seal and no ties.

THEREFORE, BE IT RESOLVED Approve the purchase of plastic refuse bags from Revolution Materials, Inc. in the amount of \$37,740.00.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO.02.47.25: Approval Public Safety Aid Purchase - Turnout Gear

Following discussion, Councilmember Scott Pream introduced Resolution 02.47.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The Fire Department purchased three sets of turnout gear at a total cost of \$10,242.78. A partial payment of \$6,500 was made from the 2024 budget leaving a remaining balance of \$3,742.78.

WHEREAS, To meet current NFPA standards for turnout gear the fire department cycles turnout gear every ten years. In order to stay current the fire department must purchase approximately three sets of turnout gear per year.

THEREFORE, BE IT RESOLVED Approve spending \$3,742.78 From the Public Safety Aid money for the purchase of turnout gear.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.36.25: Creation of Assistant Fire Chief job description and grading thru DDA

Following discussion, Councilmember Steve Narverud introduced Resolution 02.36.25, being seconded by Councilmember Julie Bolduc, that:

WHEREAS, Public Safety Committee approved the recommendation on 2/10/2025.

THEREFORE, BE IT RESOLVED To approve the creation of an Assistant Fire Chief job description and to have it graded by DDA.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO.02.37.25: Fill Position of Fire Fighter

Following discussion, Councilmember Michele McCraw introduced Resolution 02.37.25, being seconded by Councilmember Scott Pream, that:

WHEREAS, A position has opened due to the intent to retire submitted by Mark Bieganeck, effective May 3, 2025. The department needs to fill the position to run efficiently.

THEREFORE, BE IT RESOLVED Approve and authorize to fill a vacant position of Fire Fighter Teamster 320 fire union position, due to the upcoming retirement of Mark Bieganeck. The position will be opened to the public for filling.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO.02.38.25: MMUA Apprenticeship Lineman Program

Following discussion, Councilmember Steve Narverud introduced Resolution 02.38.25, being seconded by Councilmember Julie Bolduc, that:

WHEREAS, The MN Department of Labor and Industry (MNDLI) had standards and requirements that an apprentice lineman must meet and complete in order to become a Journey Lineman. There are standards that currently need to be updated with the DOLI and records that need to be submitted to the MNDLI on the progress of the apprentice lineman. MMUA will update the standards and progress of the apprentice lineman in order for him to complete the apprenticeship program and become a registered Journey Lineman with the MNDLI. MMUA will address any inquiries or audits from the MNDLI.

THEREFORE, BE IT RESOLVED Enroll Apprentice Lineman, McLain Stennes, into the Apprenticeship Lineman program with MMUA.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO.02.39.25: Approval of TRF Police Department Squad Car Purchase

Following discussion, Councilmember Scott Pream introduced Resolution 02.39.25, being seconded by Councilmember Kelly Langness, that:

WHEREAS, This purchase request was submitted to the public Safety committee. This vehicle will be a regular use patrol vehicle replacing aging vehicles in our fleet.

WHEREAS, This vehicle will be built specifically for the Thief River Falls Police Department.

THEREFORE, BE IT RESOLVED Approval of TRF Police Department to purchase a 2025 Ford Explorer Police Interceptor on State Bid through Thief River Ford.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO.02.40.25: Approval of the TRF Police Department to enter into a MOU with Pennington County and Marshall County as it pertains to the membership of the NorthStar Special Response Team.

Following discussion, Councilmember Michele McCraw introduced Resolution 02.40.25, being seconded by Councilmember Kelly Langness, that:

WHEREAS, The Police Department has a signed MOU in place with Pennington County. Since signing that MOU Marshall County has become a member of the NorthStar SRT team. Furthermore, each member of the team is now asked to contribute \$5000 toward training, equipment and costs associated with the team. Thief River Falls will be the fiscal host for that account.

WHEREAS, This was discussed at the Public Safety Committee, and it was recommended to be brought to the Council for approval.

THEREFORE, BE IT RESOLVED Approval of TRF Police Department signing an MOU with Pennington and Marshall Counties as members of the NorthStar SRT and Authorize Chief Adam and Mayor Lorenson to sign said memorandum.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO.02.41.25: Statement of Work for Civic Optimize

Following discussion, Councilmember Scott Pream introduced Resolution 02.41.25, being seconded by Councilmember Julie Bolduc, that:

WHEREAS, This is a renewal of a contract that we began with Civic Optimize in 2022.

WHEREAS, Prior to Civic Optimize the City did not have any submittable forms, the City uses them in many aspects including, but, not limited to:

- Employment Applications
- Utility Billing Applications
- Parking Tickets
- Park Rentals
- City Council Applications
- Policys

THEREFORE, BE IT RESOLVED Authorize the City Administrator to execute a 3-year contract with Civic Optimize.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO.02.42.25: Approval of Thief River Falls Amateur Hockey Association (TRFAHA) Premises Permit Application for Gambling License at the Ralph Engelstad Arena

Following discussion, Councilmember Steve Narverud introduced Resolution 02.42.25, being seconded by Councilmember Scott Pream, that:

WHEREAS, TRFAHA holds its Mega Raffle annually and Premise Permit Application is required for Gambling License approval by the State of Minnesota.

WHEREAS, It should be noted that the State of Minnesota will be the licensing agent. The State of Minnesota requires that the City of Thief River Falls approve the application prior to its submittal to the State of Minnesota for licensing approval.

THEREFORE, BE IT RESOLVED By the City Council, to approve the Thief River Falls Amateur Hockey Association (TRFAHA) Premise Permit Application for Gambling License at the Ralph Engelstad Arena.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO.02.43.25: Approval of Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License

Following discussion, Councilmember Scott Pream introduced Resolution 02.43.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Pennington County Fair Association applies for a Permit each year.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED By the City Council, to grant the Pennington County Fair Association a Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License, dates of July 20, 2025 from noon to midnight at the Fairgrounds during the Pennington County Fair.

On vote being taken, the resolution was unanimously passed with Kelly Langness abstained.

RESOLUTION NO.02.44.25: J & M Displays Fireworks Display Permit Application

Following discussion, Councilmember Steve Narverud introduced Resolution 02.44.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, J & M Displays will be performing at the Pennington County Fair on July 17th from 8 pm to 10 pm.

WHEREAS, Pursuant to Thief River Falls City Code Section 130.26 and Minnesota Statutes, Section 13.04, Subd. 2, that in order to complete the application necessary for licensing within this municipality, you may be required to supply certain private and/or confidential personal data to the City of Thief River Falls via the completed application form. This private and/or confidential personal data, in addition to all other information provided, will be used by employees of the City of Thief River Falls and the Thief River Falls City Council to determine whether or not the “license” may be granted as requested.

THEREFORE, BE IT RESOLVED To approve a Fireworks Display Permit Application effective July 16, 2025 from 10:15 pm to 10:30 pm for J & M Displays.

On vote being taken, the resolution was unanimously passed with Kelly Langness abstained.

RESOLUTION NO.02.45.25: Approval of Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License

Following discussion, Councilmember Scott Pream introduced Resolution 02.45.25, being seconded by Councilmember Julie Bolduc, that:

WHEREAS, Pennington County Fair Association applies for a permit each year.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED By the City Council, to grant the Pennington County Fair Association a Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License, dates of July 16-19, 2025 from noon to midnight at the Fairgrounds during the Pennington County Fair.

On vote being taken, the resolution was unanimously passed with Kelly Langness abstained.

RESOLUTION NO.02.46.25: Parade Application to Pennington County Fair Association during the Pennington County Fair

Following discussion, Councilmember Michele McCraw introduced Resolution 02.46.25, being seconded by Councilmember Julie Bolduc, that:

WHEREAS, The Pennington County Fair Association has applied for a Parade Application Permit. The route would remain the same as in prior years unless construction causes a route change. If this was to occur, the Pennington County Fair Association would work with the City and Law Enforcement to find a suitable alternative.

THEREFORE, BE IT RESOLVED Approval of Parade Application to Pennington County Fair Association during the Pennington County Fair on July 16, 2025, from 7 - 9:00 p.m.

On vote being taken, the resolution was unanimously passed with Kelly Langness abstained.

COUNCIL BOARDS AND COMMISSIONS REPORTS

Mayor Lorensen noted Utility Billing is moved into its new location and windows are open.

Mayor Lorensen noted Hairball concert was not well attended (802 in attendance).

UPCOMING MEETINGS

- **City Council Meeting** March 4 at 5:30 pm in Council Chambers - City Hall
- **Committee of the Whole** March 4 following City Council Meeting in Council Chambers- City Hall
- **Public Utilities Committee Meeting** March 10 at 7 am in Council Chambers - City Hall
- **Public Safety Committee Meeting** March 10 at 4:30 pm in Council Chambers - City Hall
- **Administrative Services Committee Meeting** March 11 at 4:30 pm in Room 201 - City Hall
- **Public Works Committee Meeting** March 12 at 4:30 pm in Council Chambers - City Hall
- **City Council Meeting** March 18 at 5:30 pm in Council Chambers - City Hall

INFORMATIONAL ITEMS

Investment Summary

Lorenson noted the investment summary included in the agenda packet for review.

Day at the Capital - March 6, 2025

Lorenson noted invites have been sent on behalf of the city for the Day at the Capital.

Strategic Plan

Lorenson handed out a copy of the Strategic Plan and advised councilmembers to review.

Mayor Memo

Lorenson handed out his notes from two recent Meet the Mayor events and asked the council to review.

ADJOURNMENT

There being no further discussion, Councilmember Pream being seconded by Councilmember Bolduc to adjourn to 5pm on March 3, 2025 at the Heritage Center. On vote being taken, the Chair declared the motion unanimously carried.

Mayor, Mike Lorenson

Attest: _____
City Administrator, Angela Philipp



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01299 - 02/14/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AUSTIN STAVENESS							
AUSTIN STAVENESS	REIMB 02 06 25	02/06/2025	680-4890-64400	Travel, Conference, School	REIMB EXP - MN POLLUTION..		79.45
AUSTIN STAVENESS	REIMB 02 06 25	02/06/2025	680-4890-64400	Travel, Conference, School	REIMB EXP - MN POLLUTION..		53.00
AUSTIN STAVENESS	REIMB 02 06 25	02/06/2025	680-4890-64400	Travel, Conference, School	REIMB EXP - MN POLLUTION..		515.16
Vendor AUSTIN STAVENESS Total:							647.61
Vendor: CHRIS MATTERS							
CHRIS MATTERS	REIMB 02 08 25	02/11/2025	100-4510-64400	Travel, Conference, School	REIMBURSE - MEALS / MN ...		46.56
CHRIS MATTERS	REIMB 02 08 25	02/11/2025	100-4510-64400	Travel, Conference, School	REIMB MILEAGE - MN LAN...		421.40
Vendor CHRIS MATTERS Total:							467.96
Vendor: GARDEN VALLEY TECHNOLOGIES							
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4150-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		0.14
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4150-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		408.00
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4194-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		63.13
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4220-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		104.13
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4240-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		26.99
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4312-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		41.99
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4315-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		41.98
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4510-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		48.99
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4570-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		9.99
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4650-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		110.97
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4660-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		22.00
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4670-64500	Senior Citizen Programs	FEB / MAR 2025 PHONE CH...		82.26
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	100-4670-64500	Senior Citizen Programs	FEB / MAR 2025 PHONE CH...		2.15
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	610-4830-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		155.34
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	620-4830-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		197.89
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	630-4830-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		329.99
GARDEN VALLEY TECHNOL...	101398266	02/10/2025	690-4830-63210	Communication Expense	FEB / MAR 2025 PHONE CH...		341.90
Vendor GARDEN VALLEY TECHNOLOGIES Total:							1,987.84
Vendor: GLOBAL PAYMENTS INTEGRATED							
GLOBAL PAYMENTS INTEGR...	02 03 25 ASHLEY	02/03/2025	100-4670-63060	Credit Card Fees	CREDIT CARD FEES - JAN 20...		76.88
GLOBAL PAYMENTS INTEGR...	02 03 25 ASHLEY	02/03/2025	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - JAN 20...		1,239.50
GLOBAL PAYMENTS INTEGR...	02 03 25 ELEC	02/03/2025	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - JAN 20...		6,602.85
GLOBAL PAYMENTS INTEGR...	02 03 25 GEN	02/03/2025	100-4670-63060	Credit Card Fees	CREDIT CARD FEES - JAN 20...		5.72
GLOBAL PAYMENTS INTEGR...	02 03 25	02/03/2025	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - JAN 20...		5.00
Vendor GLOBAL PAYMENTS INTEGRATED Total:							7,929.95

Council Approval Register

Packet: APPKT01299 - 02/14/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH...	1200683889	01/03/2025	100-4650-64481	FEMA	PROF SRVCS - BOY SCOUT P...		245.00
HDR ENGINEERING INC - CH...	1200687007	01/10/2025	555-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - CORRIDOR ST...		18,176.28
HDR ENGINEERING INC - CH...	1200692828	02/03/2025	515-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - CHIEFS COUL...		2,102.50
Vendor HDR ENGINEERING INC - CHICAGO Total:							20,523.78
Vendor: HERITAGE COMMUNITY CENTER							
HERITAGE COMMUNITY CE...	12 31 24	12/31/2024	100-4670-64500	Senior Citizen Programs	BALANCE OF 2024 ALLOCAT...		3,630.34
HERITAGE COMMUNITY CE...	1ST QTR 2025	02/10/2025	100-4670-64500	Senior Citizen Programs	1ST QTR 2025 MANAGERS ...		7,800.00
Vendor HERITAGE COMMUNITY CENTER Total:							11,430.34
Vendor: MINNESOTA ENERGY GROUP (FIRE-IT BLDG-CARNEGIE-TRF-MARK)							
MINNESOTA ENERGY GROU...	5354491762	02/05/2025	100-4220-63890	Utilities Expense	JAN 2025 - GAS METER REA...		461.22
MINNESOTA ENERGY GROU...	5354491762	02/05/2025	100-4550-63890	Utilities Expense	JAN 2025 - GAS METER REA...		772.22
MINNESOTA ENERGY GROU...	5354491762	02/05/2025	100-4560-63890	Utilities Expense	JAN 2025 - GAS METER REA...		596.54
MINNESOTA ENERGY GROU...	5354491762	02/05/2025	100-4570-63890	Utilities Expense	JAN 2025 - GAS METER REA...		697.44
MINNESOTA ENERGY GROU...	5354491762	02/05/2025	680-4830-63890	Utilities Expense	JAN 2025 - GAS METER REA...		42.76
Vendor MINNESOTA ENERGY GROUP (FIRE-IT BLDG-CARNEGIE-TRF-MARK) Total:							2,570.18
Vendor: MINNESOTA ENERGY GROUP (HERITAGE CENTER)							
MINNESOTA ENERGY GROU...	5355422392	02/06/2025	100-4670-64500	Senior Citizen Programs	JAN 2025 - GAS METER REA...		265.38
Vendor MINNESOTA ENERGY GROUP (HERITAGE CENTER) Total:							265.38
Vendor: NORTHERN MUNICIPAL POWER AGENCY							
NORTHERN MUNICIPAL PO...	JAN 2025	02/13/2025	690-4810-68400	Purchased Power	DE & ENERGY - JAN 2025		1,050,969.88
Vendor NORTHERN MUNICIPAL POWER AGENCY Total:							1,050,969.88
Vendor: PITNEY BOWES GLOBAL FINANCIAL							
PITNEY BOWES GLOBAL FIN...	3107081444	02/08/2025	100-4150-62010	Office Supplies	1ST QTR 2025 POSTAGE ME...		147.00
Vendor PITNEY BOWES GLOBAL FINANCIAL Total:							147.00
Vendor: S&P GLOBAL RATINGS							
S&P GLOBAL RATINGS	11489302	02/06/2025	690-4710-66210	Analysis Services	2025 ANALYTICAL SERVICES ...		2,600.00
Vendor S&P GLOBAL RATINGS Total:							2,600.00
Vendor: VERIZON WIRELESS #486397938							
VERIZON WIRELESS #48639...	6104938769	02/01/2025	100-4210-63210	Communication Expense	FEB 2025 - MONTHLY ACCE...		295.12
Vendor VERIZON WIRELESS #486397938 Total:							295.12
Vendor: VERIZON WIRELESS #742042583							
VERIZON WIRELESS #74204...	6104979058	02/01/2025	100-4220-63210	Communication Expense	JAN 2025 - I PAD CHARGES		80.02
VERIZON WIRELESS #74204...	6104979058	02/01/2025	100-4240-63210	Communication Expense	JAN 2025 - I PAD CHARGES		40.01
VERIZON WIRELESS #74204...	6104979058	02/01/2025	100-4650-63210	Communication Expense	JAN 2025 - I PAD CHARGES		80.02
VERIZON WIRELESS #74204...	6104979058	02/01/2025	620-4830-63210	Communication Expense	JAN 2025 - I PAD CHARGES		120.03
VERIZON WIRELESS #74204...	6104979058	02/01/2025	680-4830-63210	Communication Expense	JAN 2025 - I PAD CHARGES		40.01
VERIZON WIRELESS #74204...	6104979058	02/01/2025	690-4830-63210	Communication Expense	JAN 2025 - I PAD CHARGES		587.86
Vendor VERIZON WIRELESS #742042583 Total:							947.95

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Packet: APPKT01299 - 02/14/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: YVONNE PEDERSON							
YVONNE PEDERSON	MAR 2025	02/14/2025	810-4820-61500	Annuity Payments	POLICE PENSION - MAR 2025		1,137.06
Vendor YVONNE PEDERSON Total:							1,137.06
Grand Total:							1,101,920.05

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	16,623.59
515 - CHIEFS COULEE	2,102.50
555 - TH59 CORRIDOR	18,176.28
610 - LIQUOR DISPENSARY	155.34
620 - WATER UTILITY FUND	317.92
630 - ARENAS - OAK VIEW GROUP	329.99
680 - WASTEWATER UTILITY FUND	730.38
690 - ELECTRIC UTILITY FUND	1,062,346.99
810 - POLICE RELIEF ASSOCIATION	1,137.06
Grand Total:	1,101,920.05

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62010	Office Supplies	147.00
100-4150-63210	Communication Expense	408.14
100-4194-63210	Communication Expense	63.13
100-4210-63210	Communication Expense	295.12
100-4220-63210	Communication Expense	184.15
100-4220-63890	Utilities Expense	461.22
100-4240-63210	Communication Expense	67.00
100-4312-63210	Communication Expense	41.99
100-4315-63210	Communication Expense	41.98
100-4510-63210	Communication Expense	48.99
100-4510-64400	Travel, Conference, Sch...	467.96
100-4550-63890	Utilities Expense	772.22
100-4560-63890	Utilities Expense	596.54
100-4570-63210	Communication Expense	9.99
100-4570-63890	Utilities Expense	697.44
100-4650-63210	Communication Expense	190.99
100-4650-64481	FEMA	245.00
100-4660-63210	Communication Expense	22.00
100-4670-63060	Credit Card Fees	82.60
100-4670-64500	Senior Citizen Programs	11,780.13
515-4680-65920	Work in Process - Eng/Ar...	2,102.50
555-4680-65920	Work in Process - Eng/Ar...	18,176.28
610-4830-63210	Communication Expense	155.34
620-4830-63210	Communication Expense	317.92
630-4830-63210	Communication Expense	329.99
680-4830-63210	Communication Expense	40.01
680-4830-63890	Utilities Expense	42.76
680-4890-64400	Travel, Conference, Sch...	647.61
690-4710-66210	Analysis Services	2,600.00

Account Summary

Account Number	Account Name	Expense Amount
690-4810-68400	Purchased Power	1,050,969.88
690-4830-63210	Communication Expense	929.76
690-4890-63060	Credit Card Fees	7,847.35
810-4820-61500	Annuity Payments	1,137.06
Grand Total:		1,101,920.05

Project Account Summary

Project Account Key	Expense Amount
None	1,101,920.05
Grand Total:	1,101,920.05



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01301 - 02/18/25 DIRECT PAYABLES - WELLS FARGO

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: WELLS FARGO VENDOR FINANCIAL SERVICES LLC							
WELLS FARGO VENDOR FIN...	2025 LEASE	02/18/2025	100-22520	Leases - Current	2025 LEASE PAYMENT - BO...		16,295.34
Vendor WELLS FARGO VENDOR FINANCIAL SERVICES LLC Total:							16,295.34
Grand Total:							16,295.34

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	16,295.34
Grand Total:	16,295.34

Account Summary

Account Number	Account Name	Expense Amount
100-22520	Leases - Current	16,295.34
Grand Total:		16,295.34

Project Account Summary

Project Account Key	Expense Amount
None	16,295.34
Grand Total:	16,295.34



City of Thief River Falls, MN

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Packet: APPKT01297 - PYPKT01584 - 2025 02 20 #4 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BLUE CROSS BLUE SHIELD OF MN							
BLUE CROSS BLUE SHIELD O...	INV0001503	02/13/2025	740-4870-63650	Senior Gold BC/BS Monthly ...	MARCH BILLING		2,754.00
Vendor BLUE CROSS BLUE SHIELD OF MN Total:							2,754.00
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001496	02/20/2025	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		24,746.48
INTERNAL REVENUE SERVICE	INV0001496	02/20/2025	740-20150	Payroll Taxes Payable	FED W/H		26,260.49
INTERNAL REVENUE SERVICE	INV0001496	02/20/2025	740-20150	Payroll Taxes Payable	MEDICARE		8,179.10
Vendor INTERNAL REVENUE SERVICE Total:							59,186.07
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIRE...	INV0001504	02/13/2025	100-4150-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001504	02/13/2025	100-4220-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001504	02/13/2025	100-4312-61340	MSRS HCSP	HCSP Retiree		300.00
MINNESOTA STATE RETIRE...	INV0001504	02/13/2025	100-4315-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0001504	02/13/2025	100-4510-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0001504	02/13/2025	100-4650-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0001504	02/13/2025	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...	INV0001490	02/20/2025	740-24000	Clearing Account	Union Dues		4,305.00
Vendor MINNESOTA TEAMSTERS NO. 320 Total:							4,305.00
Vendor: MN DPT OF REVENUE - GARNISHMENTS							
MN DPT OF REVENUE - GA...	INV0001491	02/20/2025	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...	INV0001495	02/20/2025	740-20160	State Withholding	State W/H Tax		12,906.00
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							12,906.00
Vendor: NCPERS GROUP LIFE INSURANCE							
NCPERS GROUP LIFE INSUR...	INV0001489	02/20/2025	740-24000	Clearing Account	PLIFE		16.00
Vendor NCPERS GROUP LIFE INSURANCE Total:							16.00
Vendor: P E R A OF MN							
P E R A OF MN	INV0001494	02/20/2025	740-20180	PERA Payable	PERA EE/ER COORD		27,856.86
P E R A OF MN	INV0001494	02/20/2025	740-20180	PERA Payable	PERA EE/ER DEF		156.50
P E R A OF MN	INV0001494	02/20/2025	740-20180	PERA Payable	PERA EE/ER P&F		24,664.91
Vendor P E R A OF MN Total:							52,678.27

Council Approval Register

Packet: APPKT01297 - PYPKT01584 - 2025 02 20 #4 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	100-4150-61330	Life Insurance	Life Ins Premium		66.30
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	100-4194-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	100-4210-61330	Life Insurance	Life Ins Premium		175.10
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	100-4220-61330	Life Insurance	Life Ins Premium		68.85
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	100-4312-61330	Life Insurance	Life Ins Premium		51.00
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	100-4315-61330	Life Insurance	Life Ins Premium		51.00
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	100-4510-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	100-4650-61330	Life Insurance	Life Ins Premium		60.35
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	100-4660-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	610-4825-61330	Life Insurance	Life Ins Premium		69.70
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	620-4825-61330	Life Insurance	Life Ins Premium		43.75
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	680-4825-61330	Life Insurance	Life Ins Premium		34.45
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	690-4825-61330	Life Insurance	Life Ins Premium		171.70
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	740-24000	Clearing Account	Life Ins Premium		701.42
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	740-4870-63640	Life Insurance - COBRA	Life Ins COBRA		48.90
SUN LIFE FINANCIAL - LIFE	INV0001488	02/20/2025	820-4825-61330	Life Insurance	Life Ins Premium		9.35
Vendor SUN LIFE FINANCIAL - LIFE Total:							1,583.32
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0001485	02/20/2025	740-24000	Clearing Account	Contributions Employee		4,842.94
Vendor VANTAGEPOINT ICMA Total:							4,842.94
Vendor: WEX BANK							
WEX BANK	INV0001487	02/20/2025	740-24000	Clearing Account	HSA		415.62
WEX BANK	INV0001502	02/13/2025	100-4150-61310	Health Insurance	VEBA City Contribution		251.20
WEX BANK	INV0001502	02/13/2025	100-4194-61310	Health Insurance	VEBA Employer Contribution		251.20
WEX BANK	INV0001502	02/13/2025	100-4210-61310	Health Insurance	VEBA City Contribution		3,343.94
WEX BANK	INV0001502	02/13/2025	100-4220-61310	Health Insurance	VEBA City Contribution		1,643.16
WEX BANK	INV0001502	02/13/2025	100-4650-61310	Health Insurance	VEBA City Contribution		3,595.14
WEX BANK	INV0001502	02/13/2025	610-4825-61310	Health Insurance	VEBA City Contributions		251.20
WEX BANK	INV0001502	02/13/2025	680-4825-61310	Health Insurance	VEBA City Contribution		1,391.96
WEX BANK	INV0001502	02/13/2025	690-4825-61310	Health Insurance	VEBA City Contribution		4,735.90
WEX BANK	INV0001505	02/14/2025	100-4150-61310	Health Insurance	HSA City Contribution		2,841.54
WEX BANK	INV0001505	02/14/2025	100-4210-61310	Health Insurance	HSA City Contribution		947.18
WEX BANK	INV0001505	02/14/2025	100-4220-61310	Health Insurance	HSA City Contribution		753.60
WEX BANK	INV0001505	02/14/2025	100-4650-61310	Health Insurance	HSA City Contribution		4,233.50
WEX BANK	INV0001505	02/14/2025	610-4825-61310	Health Insurance	HSA City Contribution		695.98
WEX BANK	INV0001505	02/14/2025	680-4825-61310	Health Insurance	HSA City Contribution		947.18
WEX BANK	INV0001505	02/14/2025	690-4825-61310	Health Insurance	HSA City Contribution		251.20
Vendor WEX BANK Total:							26,549.50
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001497	02/11/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		1,902.33
WEX HEALTH INC	INV0001498	02/10/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		50.00
WEX HEALTH INC	INV0001499	02/11/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		1,000.00

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Packet: APPKT01297 - PYPKT01584 - 2025 02 20 #4 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
WEX HEALTH INC	INV0001500	02/12/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		118.04
WEX HEALTH INC	INV0001501	02/13/2025	100-4670-62990	Misc. Operating Expense	WEX Administrative Fees - F...		132.00
WEX HEALTH INC	INV0001501	02/13/2025	610-4840-62990	Misc. Operating Expense	WEX Administrative Fees - F...		13.75
WEX HEALTH INC	INV0001501	02/13/2025	620-4840-62990	Misc. Operating Expense	WEX Administrative Fees - F...		11.00
WEX HEALTH INC	INV0001501	02/13/2025	690-4840-62990	Misc. Operating Expense	WEX Administrative Fees - F...		52.25
WEX HEALTH INC	INV0001506	02/14/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		30.00
Vendor WEX HEALTH INC Total:							3,309.37
Grand Total:							169,779.01

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	19,596.51
610 - LIQUOR DISPENSARY	1,030.63
620 - WATER UTILITY FUND	54.75
680 - WASTEWATER UTILITY FUND	2,373.59
690 - ELECTRIC UTILITY FUND	5,311.05
740 - TRF HEALTH INSURANCE FUND	141,403.13
820 - GREENWOOD CEMETERY FUND	9.35
Grand Total:	169,779.01

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
100-4650-61310	Health Insurance	7,828.64
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	132.00
610-4825-61310	Health Insurance	947.18
610-4825-61330	Life Insurance	69.70
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	4,987.10
690-4825-61330	Life Insurance	171.70
690-4825-61340	MSRS HCSP	100.00

Account Summary

Account Number	Account Name	Expense Amount
690-4840-62990	Misc. Operating Expense	52.25
740-20150	Payroll Taxes Payable	59,186.07
740-20160	State Withholding	12,906.00
740-20180	PERA Payable	52,678.27
740-20300	Flex Payroll Deductions	3,100.37
740-24000	Clearing Account	10,729.52
740-4870-63640	Life Insurance - COBRA	48.90
740-4870-63650	Senior Gold BC/BS Mont...	2,754.00
820-4825-61330	Life Insurance	9.35
Grand Total:		169,779.01

Project Account Summary

Project Account Key	Expense Amount
None	169,779.01
Grand Total:	169,779.01



UBPKT03012 - Refunds 01 UBPKT03009 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
18-02293-003	CASSAVANT, TAMMY J	2/21/2025	94715	150.42			150.42	Generated From Billing
21-04585-002	MENDOZA, CRYSTAL	2/21/2025	94716	117.76			117.76	Generated From Billing
26-04625-007	TORRES, DAHLILA A	2/21/2025	94717	155.25			155.25	Generated From Billing
Total Refunds: 3			Total Refunded Amount:	423.43				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	423.43
Revenue Total:	423.43

General Ledger Distribution

Posting Date: 02/21/2025

	Account Number	Account Name	Posting Amount	IFT
Fund:	690 - ELECTRIC UTILITY FUND			
	690-10101	Cash & Investments	-423.43	Yes
	690-11530	Accts Receivable - Billing	423.43	
	690 Total:		0.00	
Fund:	999 - POOL CASH FUND			
	999-10101	Pooled Cash & Investments	-423.43	
	999-20700	Due To Other Funds	423.43	Yes
	999 Total:		0.00	
	Distribution Total:		0.00	



City of Thief River Falls, MN

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Packet: APPKT01306 - 02/24/25 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPLY	0109449400	02/04/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		70.00
Vendor BELLBOY CORP - BAR SUPPLY Total:							70.00
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0206619100	02/04/2025	610-4810-62510	Liquor for Resale	LIQUOR		5,500.00
BELLBOY CORP - LIQUOR	0206637100	02/04/2025	610-4810-62510	Liquor for Resale	LIQUOR		2,970.02
BELLBOY CORP - LIQUOR	0206638600	02/04/2025	610-4810-62510	Liquor for Resale	LIQUOR		295.95
Vendor BELLBOY CORP - LIQUOR Total:							8,765.97
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	119877838	02/04/2025	610-4810-62510	Liquor for Resale	LIQUOR		8,952.86
BREAKTHRU BEVERAGE	119877838	02/04/2025	610-4810-62530	Wine for Resale	WINE		2,032.00
Vendor BREAKTHRU BEVERAGE Total:							10,984.86
Vendor: JIM HIRT TRUCKING INC							
JIM HIRT TRUCKING INC	JAN 2025	01/31/2025	610-4810-62610	Freight In (Liquor)	JAN 2025 STATEMENT		3,609.26
Vendor JIM HIRT TRUCKING INC Total:							3,609.26
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2718191	01/29/2025	610-4810-62510	Liquor for Resale	LIQUOR		8,134.50
JOHNSON BROTHERS LIQU...	2718192	01/29/2025	610-4810-62530	Wine for Resale	WINE		2,800.00
JOHNSON BROTHERS LIQU...	2718193	01/29/2025	610-4810-62530	Wine for Resale	WINE		3,040.00
JOHNSON BROTHERS LIQU...	2720550	02/03/2025	610-4810-62510	Liquor for Resale	LIQUOR		297.00
JOHNSON BROTHERS LIQU...	2720594	02/03/2025	610-4810-62510	Liquor for Resale	LIQUOR		380.40
JOHNSON BROTHERS LIQU...	2723022	02/05/2025	610-4810-62510	Liquor for Resale	LIQUOR		495.00
JOHNSON BROTHERS LIQU...	2725256	02/10/2025	610-4810-62510	Liquor for Resale	LIQUOR		11,746.62
JOHNSON BROTHERS LIQU...	2725257	02/10/2025	610-4810-62530	Wine for Resale	WINE		2,964.45
Vendor JOHNSON BROTHERS LIQUOR Total:							29,857.97
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	827746	02/04/2025	610-4810-62510	Liquor for Resale	LIQUOR		508.00
MC KINNON COMPANY INC	827746	02/04/2025	610-4810-62520	Beer for Resale	BEER		5,412.45
MC KINNON COMPANY INC	827815	02/04/2025	610-4810-62520	Beer for Resale	BEER		336.00
MC KINNON COMPANY INC	828687	02/07/2025	610-4810-62520	Beer for Resale	BEER		4,110.35
MC KINNON COMPANY INC	829020	02/11/2025	610-4810-62510	Liquor for Resale	LIQUOR		200.00
MC KINNON COMPANY INC	829020	02/11/2025	610-4810-62520	Beer for Resale	BEER		6,693.60
MC KINNON COMPANY INC	829138	02/11/2025	610-4810-62520	Beer for Resale	BEER		196.00
MC KINNON COMPANY INC	829963	02/14/2025	610-4810-62510	Liquor for Resale	LIQUOR		1,500.00
MC KINNON COMPANY INC	829963	02/14/2025	610-4810-62520	Beer for Resale	LIQUOR		2,923.45
MC KINNON COMPANY INC	829963	02/14/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		12.70

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Packet: APPKT01306 - 02/24/25 LIQUOR PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MC KINNON COMPANY INC	830285	02/18/2025	610-4810-62520	Beer for Resale	BEER		6,067.85
Vendor MC KINNON COMPANY INC Total:							27,960.40
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	154729	02/03/2025	610-4810-62520	Beer for Resale	BEER		13,763.60
NORTHWEST BEVERAGE INC	154839	02/07/2025	610-4810-62510	Liquor for Resale	LIQUOR		507.90
NORTHWEST BEVERAGE INC	154839	02/07/2025	610-4810-62520	Beer for Resale	BEER		14,606.85
NORTHWEST BEVERAGE INC	154849	02/10/2025	610-4810-62520	Beer for Resale	BEER		4,324.65
NORTHWEST BEVERAGE INC	154945	02/14/2025	610-4810-62520	Beer for Resale	BEER		4,138.70
Vendor NORTHWEST BEVERAGE INC Total:							37,341.70
Vendor: PAUSTIS WINE COMPANY							
PAUSTIS WINE COMPANY	257881	02/03/2025	610-4810-62530	Wine for Resale	WINE		120.00
PAUSTIS WINE COMPANY	257881	02/03/2025	610-4810-62610	Freight In (Liquor)	FREIGHT		5.00
Vendor PAUSTIS WINE COMPANY Total:							125.00
Vendor: SMALL LOT COOP LLC							
SMALL LOT COOP LLC	MN87794	01/31/2025	610-4810-62510	Liquor for Resale	LIQUOR		1,489.85
SMALL LOT COOP LLC	MN87794	01/31/2025	610-4810-62530	Wine for Resale	WINE		1,912.20
Vendor SMALL LOT COOP LLC Total:							3,402.05
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2583707	01/30/2025	610-4810-62510	Liquor for Resale	LIQUOR		9,451.75
SOUTHERN GLAZERS OF MN	2584900	02/04/2025	610-4810-62510	Liquor for Resale	LIQUOR		4,315.35
SOUTHERN GLAZERS OF MN	2584900	02/04/2025	610-4810-62530	Wine for Resale	WINE		3,896.44
SOUTHERN GLAZERS OF MN	2584900	02/04/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		71.00
SOUTHERN GLAZERS OF MN	2584901	02/04/2025	610-4810-62510	Liquor for Resale	LIQUOR		2,491.94
SOUTHERN GLAZERS OF MN	2584902	02/04/2025	610-4810-62510	Liquor for Resale	LIQUOR		5,630.05
SOUTHERN GLAZERS OF MN	33743	01/23/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-320.00
SOUTHERN GLAZERS OF MN	33744	01/23/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-118.70
SOUTHERN GLAZERS OF MN	34971	01/23/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-67.75
SOUTHERN GLAZERS OF MN	34972	01/23/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-85.45
SOUTHERN GLAZERS OF MN	34973	01/23/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-24,684.64
SOUTHERN GLAZERS OF MN	35978	01/23/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-225.00
SOUTHERN GLAZERS OF MN	5122492	01/31/2025	610-4810-62510	Liquor for Resale	LIQUOR		102.90
Vendor SOUTHERN GLAZERS OF MN Total:							457.89
Vendor: VINOCOPIA INC							
VINOCOPIA INC	0367466-IN	02/04/2025	610-4810-62510	Liquor for Resale	LIQUOR		1,385.43
VINOCOPIA INC	0367466-IN	02/04/2025	610-4810-62530	Wine for Resale	WINE		2,270.01
VINOCOPIA INC	0367466-IN	02/04/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		240.00
VINOCOPIA INC	0368472-IN	02/19/2025	610-4810-62510	Liquor for Resale	LIQUOR		96.25
VINOCOPIA INC	0368473-IN	02/19/2025	610-4810-62510	Liquor for Resale	LIQUOR		90.50
Vendor VINOCOPIA INC Total:							4,082.19
Grand Total:							126,657.29

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	126,657.29
Grand Total:	126,657.29

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	41,040.73
610-4810-62520	Beer for Resale	62,573.50
610-4810-62530	Wine for Resale	19,035.10
610-4810-62540	Soft Drinks/Mix for Resa...	393.70
610-4810-62610	Freight In (Liquor)	3,614.26
Grand Total:		126,657.29

Project Account Summary

Project Account Key	Expense Amount
None	126,657.29
Grand Total:	126,657.29



City of Thief River Falls, MN

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Packet: APPKT01307 - 02/25/25 DIRECT PAYABLES - DIANE BAUNE

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DIANE BAUNE							
DIANE BAUNE	16-01939-000	02/25/2025	690-4069-53741	Electricity Sales	REFUND - PARTIAL PAYMEN...		120.00
						Vendor DIANE BAUNE Total:	120.00
						Grand Total:	120.00

Fund Summary		
Fund		Expense Amount
690 - ELECTRIC UTILITY FUND		120.00
Grand Total:		120.00

Account Summary		
Account Number	Account Name	Expense Amount
690-4069-53741	Electricity Sales	120.00
Grand Total:		120.00

Project Account Summary		
Project Account Key		Expense Amount
None		120.00
Grand Total:		120.00



City of Thief River Falls, MN

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Packet: APPKT01309 - 03/04/25 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 ...	100607	02/11/2025	620-4890-63110	Consulting Fees	PROF SRVCS - JAN 2025 CO...		8,509.50
ADVANCED ENGINEERING ...	100742	02/11/2025	550-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - JAN 2025 WTP..		3,020.24
Vendor ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC (AE2S) Total:							11,529.74
Vendor: AQUA PURE INC							
AQUA PURE INC	250219TRFMN	01/31/2025	620-4840-62160	Chemicals	JAN 2025 - CHEMICALS		9,668.93
Vendor AQUA PURE INC Total:							9,668.93
Vendor: BNJ PLUMBING & HEATING							
BNJ PLUMBING & HEATING	5376	02/10/2025	690-4850-62230	Building Maint & Repair	URINAL REPAIR KIT		646.29
Vendor BNJ PLUMBING & HEATING Total:							646.29
Vendor: BREDESON OFFICE SUPPLY							
BREDESON OFFICE SUPPLY	0213928	02/10/2025	100-4210-62990	Misc. Operating Expense	DESK CALENDAR		9.95
Vendor BREDESON OFFICE SUPPLY Total:							9.95
Vendor: BUILDING SYSTEMS OF NORTH DAKOTA LLC							
BUILDING SYSTEMS OF NOR...	B25-010	02/17/2025	100-4670-63090	Vacant Home Demolition	ASBESTOS INSPECTION - VA...		950.00
Vendor BUILDING SYSTEMS OF NORTH DAKOTA LLC Total:							950.00
Vendor: FALLS TOWING LLC							
FALLS TOWING LLC	02 19 25	02/19/2025	100-4210-62990	Misc. Operating Expense	STORAGE CHARGES - IMPO...		1,200.00
FALLS TOWING LLC	25816	02/05/2025	100-4210-62990	Misc. Operating Expense	TOWING CHARGES		90.00
FALLS TOWING LLC	25972	02/24/2025	100-4210-62990	Misc. Operating Expense	TOWING CHARGES		90.00
Vendor FALLS TOWING LLC Total:							1,380.00
Vendor: FLEETPRIDE							
FLEETPRIDE	123568921	02/18/2025	100-4312-62210	Equipment Maint & Repair	LED LIGHTS		92.31
FLEETPRIDE	123568921	02/18/2025	100-4315-62210	Equipment Maint & Repair	LED LIGHTS		92.31
Vendor FLEETPRIDE Total:							184.62
Vendor: GALLS LLC							
GALLS LLC	030393331	02/06/2025	100-4210-62880	Personal Protective Equipm...	DUTY GEAR		133.30
GALLS LLC	030449885	02/12/2025	100-4210-62880	Personal Protective Equipm...	DUTY BELT ITEMS		68.59
Vendor GALLS LLC Total:							201.89
Vendor: GOVERNMENT FORMS AND SUPPLIES							
GOVERNMENT FORMS AND...	0352727	02/17/2025	100-4150-62010	Office Supplies	DESK SEAL EMBOSSER		140.99
Vendor GOVERNMENT FORMS AND SUPPLIES Total:							140.99

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Packet: APPKT01309 - 03/04/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: GUARDIAN PEST SOLUTIONS INC							
GUARDIAN PEST SOLUTIONS..	2632964	01/15/2025	690-4890-63030	Contracts Expense	JAN 2025 - RODENT CONTR...		55.00
Vendor GUARDIAN PEST SOLUTIONS INC Total:							55.00
Vendor: H & L MESABI COMPANY							
H & L MESABI COMPANY	43875	01/30/2025	100-4312-62210	Equipment Maint & Repair	BOLTS FOR PLOWS		211.96
Vendor H & L MESABI COMPANY Total:							211.96
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH...	200692770	02/03/2025	690-4890-64370	Taxes and Licenses	PROF SRVCS - JAN 2025 DA...		3,500.17
Vendor HDR ENGINEERING INC - CHICAGO Total:							3,500.17
Vendor: IHLE SPARBY AND HAASE PA							
IHLE SPARBY AND HAASE PA	04804	02/11/2025	100-4160-63040	Legal Fees	PREPARATION & RECORDIN...		633.30
Vendor IHLE SPARBY AND HAASE PA Total:							633.30
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUT...	CIN127266	02/20/2025	100-4194-65200	Buildings and Structures	REMAINING 50% - CEILING T...		4,505.50
INNOVATIVE OFFICE SOLUT...	CIN127323	02/25/2025	100-4194-65600	Office Furniture/Equipment	REMAINING 50% - FURNITU...		8,887.75
Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:							13,393.25
Vendor: L & M SUPPLY INC							
L & M SUPPLY INC	2514618	01/02/2025	690-4840-62990	Misc. Operating Expense	ADHESIVE - #105		19.99
L & M SUPPLY INC	2515257	01/03/2025	100-4315-62990	Misc. Operating Expense	HAND WARMERS		63.92
L & M SUPPLY INC	2517251	01/07/2025	690-4850-62350	Power Plant/Dam Maint	OIL		15.98
L & M SUPPLY INC	2518959	01/10/2025	690-4840-62880	Personal Protective Equipm...	PPE JEANS - J KASPRZAK		224.94
L & M SUPPLY INC	2522487	01/17/2025	620-4840-62990	Misc. Operating Expense	MOVERS DOLLY		29.98
L & M SUPPLY INC	2524500	01/22/2025	690-4840-62990	Misc. Operating Expense	2 - 32 GAL TRASH CANS		69.98
L & M SUPPLY INC	TRF-03-10000709	01/27/2025	100-4510-62230	Building Maint & Repair	THERMOSTAT - EASTSIDE ...		29.99
L & M SUPPLY INC	TRF-07-10000003	01/31/2025	100-4312-62210	Equipment Maint & Repair	DOOR WEATHERSTRIP		19.98
Vendor L & M SUPPLY INC Total:							474.76
Vendor: LOESS HILLS HOLDINGS INC DBA							
LOESS HILLS HOLDINGS INC...	445629	02/07/2025	680-4850-62220	Lift Station and Pond Maint...	SUBMERSIBLE TRANSDUCER...		1,503.49
Vendor LOESS HILLS HOLDINGS INC DBA Total:							1,503.49
Vendor: MN DPT OF LABOR & INDUSTRY							
MN DPT OF LABOR & INDUS...	PE00213567X	01/21/2025	690-4840-62990	Misc. Operating Expense	PIONEER VILLAGE PERMIT F...		12.00
Vendor MN DPT OF LABOR & INDUSTRY Total:							12.00
Vendor: OVIVO USA LLC							
OVIVO USA LLC	8489271	02/20/2025	620-4850-62230	Building Maint & Repair	REPAIR - PRIMARY DRIVE		1,391.40
Vendor OVIVO USA LLC Total:							1,391.40
Vendor: PENNINGTON CO ASSESSOR							
PENNINGTON CO ASSESSOR	2025	02/03/2025	100-4670-63160	County Assessor Fees	2025 ASSESSING FEE		44,856.00
Vendor PENNINGTON CO ASSESSOR Total:							44,856.00

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Packet: APPKT01309 - 03/04/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PENNINGTON FAST LUBE INC							
PENNINGTON FAST LUBE INC	83141	02/11/2025	690-4850-62210	Equipment Maint & Repair	OIL CHANGE - #101		65.31
Vendor PENNINGTON FAST LUBE INC Total:							65.31
Vendor: PYE BARKER FIRE & SAFETY LLC							
PYE BARKER FIRE & SAFETY ...	IVN00321102	02/12/2025	690-4890-63030	Contracts Expense	INSPECT - FIRE ALARM SYST...		638.04
Vendor PYE BARKER FIRE & SAFETY LLC Total:							638.04
Vendor: QUALITY FARM SUPPLY INC							
QUALITY FARM SUPPLY INC	136377	02/18/2025	620-4850-62240	Department Maint & Repair	REPAIR - TRENCHER		47.99
Vendor QUALITY FARM SUPPLY INC Total:							47.99
Vendor: QUILL LLC							
QUILL LLC	42798075	02/10/2025	100-4670-62010	Office Supplies	OFFICE SUPPLIES		7.41
Vendor QUILL LLC Total:							7.41
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I...	JAN 2025	01/31/2025	680-4830-63890	Utilities Expense	ELECTRIC READING - LIFT #15		71.73
Vendor RED LAKE ELECTRIC COOP INC Total:							71.73
Vendor: RHI SUPPLY							
RHI SUPPLY	1439756	02/20/2025	690-4840-62990	Misc. Operating Expense	REPLACEMENT BLADES		95.52
Vendor RHI SUPPLY Total:							95.52
Vendor: STEVEN O KVASAGER							
STEVEN O KVASAGER	002651	02/21/2025	690-4890-63030	Contracts Expense	MAR 2025 - ALARM MONIT...		19.50
STEVEN O KVASAGER	002652	02/21/2025	690-4850-62350	Power Plant/Dam Maint	MAR 2025 - ALARM MONIT...		19.50
Vendor STEVEN O KVASAGER Total:							39.00
Vendor: T R F CHAMBER OF COMMERCE							
T R F CHAMBER OF COMME...	19540	02/14/2025	100-4660-64400	Travel, Conference, School	RESERVATION - R BAKER A...		30.00
Vendor T R F CHAMBER OF COMMERCE Total:							30.00
Vendor: THIEF RIVER AUTOMOTIVE LLC							
THIEF RIVER AUTOMOTIVE L...	SO# TR114273	02/19/2025	100-4210-62210	Equipment Maint & Repair	REPLACED SPARK PLUGS		658.12
Vendor THIEF RIVER AUTOMOTIVE LLC Total:							658.12
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	JAN 2025 - 878	01/31/2025	100-4110-62990	Misc. Operating Expense	BUSINESS CARDS		100.00
THIEF RIVER FALLS TIMES	JAN 2025 - 878	01/31/2025	100-4150-62010	Office Supplies	WINDOW ENVELOPES		1,698.00
THIEF RIVER FALLS TIMES	JAN 2025 - 878	01/31/2025	100-4660-63590	Printing & Publications	HRG NOTICE - WIKSTROM		51.48
THIEF RIVER FALLS TIMES	JAN 2025 - 878	01/31/2025	100-4660-63590	Printing & Publications	ORD NTC - CANNABIS		95.04
Vendor THIEF RIVER FALLS TIMES Total:							1,944.52
Vendor: TITAN MACHINERY - CROOKSTON							
TITAN MACHINERY - CROOK...	PS0616271-1	02/19/2025	100-4315-62210	Equipment Maint & Repair	POPPET / SPRING - #5601		226.15
TITAN MACHINERY - CROOK...	PS0616302-1	02/11/2025	100-4315-62210	Equipment Maint & Repair	TRANSM SHAFT / HUB / DR...		1,872.25
TITAN MACHINERY - CROOK...	PS0620051-1	02/11/2025	100-4315-62210	Equipment Maint & Repair	O RINGS - #5601		3.00
TITAN MACHINERY - CROOK...	PS0620051-2	02/13/2025	100-4315-62210	Equipment Maint & Repair	BOLT / ELBOW - #5601		19.85

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
TITAN MACHINERY - CROOK...	PS0620051-3	02/14/2025	100-4315-62210	Equipment Maint & Repair	TUBE ASSY - #5601		721.00
Vendor TITAN MACHINERY - CROOKSTON Total:							2,842.25
Vendor: TYLER TECHNOLOGIES INC							
TYLER TECHNOLOGIES INC	025-497984	02/12/2025	620-4890-63030	Contracts Expense	TYLER SMART METER PRJ		240.00
Vendor TYLER TECHNOLOGIES INC Total:							240.00
Vendor: WALLWORK TRUCK CENTER GRAND FORKS							
WALLWORK TRUCK CENTER...	09P89881	02/11/2025	100-4312-62210	Equipment Maint & Repair	PARTS - #5593		126.99
WALLWORK TRUCK CENTER...	09P90057	02/12/2025	100-4312-62210	Equipment Maint & Repair	PARTS - #5593		7.72
Vendor WALLWORK TRUCK CENTER GRAND FORKS Total:							134.71
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	477 - 2025	01/31/2025	680-4840-62990	Misc. Operating Expense	SHELVING DISPOSAL - WAT...		20.89
WASTE MASTERS LLC	478	01/31/2025	100-4315-63030	Contracts Expense	JAN 2025 - GARBAGE TIPPI...		22,866.39
Vendor WASTE MASTERS LLC Total:							22,887.28
Vendor: WAUSAU EQUIPMENT COMPANY							
WAUSAU EQUIPMENT COM...	9354269	02/20/2025	100-4312-62210	Equipment Maint & Repair	FAN BLADE - SNO GO SNO...		797.60
Vendor WAUSAU EQUIPMENT COMPANY Total:							797.60
Vendor: WILLIAM PUPPE							
WILLIAM PUPPE	REIMB 02 21 25	02/21/2025	100-4312-62880	Personal Protective Equipm...	REIMBURSE - SAFETY TOED ...		100.00
Vendor WILLIAM PUPPE Total:							100.00
Vendor: ZIEGLER INC							
ZIEGLER INC	IN001792231	02/03/2025	680-4890-63030	Contracts Expense	GENERATOR MAINTENANCE...		6,866.34
Vendor ZIEGLER INC Total:							6,866.34
Grand Total:							128,209.56

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	91,456.85
550 - 2025 CO2 TANK REPLACEMENT	3,020.24
620 - WATER UTILITY FUND	19,887.80
680 - WASTEWATER UTILITY FUND	8,462.45
690 - ELECTRIC UTILITY FUND	5,382.22
Grand Total:	128,209.56

Account Summary

Account Number	Account Name	Expense Amount
100-4110-62990	Misc. Operating Expense	100.00
100-4150-62010	Office Supplies	1,838.99
100-4160-63040	Legal Fees	633.30
100-4194-65200	Buildings and Structures	4,505.50
100-4194-65600	Office Furniture/Equipm...	8,887.75
100-4210-62210	Equipment Maint & Repa..	658.12
100-4210-62880	Personal Protective Equi...	201.89
100-4210-62990	Misc. Operating Expense	1,389.95
100-4312-62210	Equipment Maint & Repa..	1,256.56
100-4312-62880	Personal Protective Equi...	100.00
100-4315-62210	Equipment Maint & Repa..	2,934.56
100-4315-62990	Misc. Operating Expense	63.92
100-4315-63030	Contracts Expense	22,866.39
100-4510-62230	Building Maint & Repair	29.99
100-4660-63590	Printing & Publications	146.52
100-4660-64400	Travel, Conference, Sch...	30.00
100-4670-62010	Office Supplies	7.41
100-4670-63090	Vacant Home Demolition	950.00
100-4670-63160	County Assessor Fees	44,856.00
550-4680-65920	Work in Process - Eng/Ar...	3,020.24
620-4840-62160	Chemicals	9,668.93
620-4840-62990	Misc. Operating Expense	29.98
620-4850-62230	Building Maint & Repair	1,391.40
620-4850-62240	Department Maint & Re...	47.99
620-4890-63030	Contracts Expense	240.00
620-4890-63110	Consulting Fees	8,509.50
680-4830-63890	Utilities Expense	71.73
680-4840-62990	Misc. Operating Expense	20.89
680-4850-62220	Lift Station and Pond Ma...	1,503.49
680-4890-63030	Contracts Expense	6,866.34
690-4840-62880	Personal Protective Equi...	224.94
690-4840-62990	Misc. Operating Expense	197.49
690-4850-62210	Equipment Maint & Repa..	65.31

Account Summary

Account Number	Account Name	Expense Amount
690-4850-62230	Building Maint & Repair	646.29
690-4850-62350	Power Plant/Dam Maint	35.48
690-4890-63030	Contracts Expense	712.54
690-4890-64370	Taxes and Licenses	3,500.17
Grand Total:		128,209.56

Project Account Summary

Project Account Key	Expense Amount
None	128,209.56
Grand Total:	128,209.56

COUNCIL PER DIEM TO BE PAID ON 03/20/2025 PAYROLL
Presented 03/04/2025 Council Meeting

Kelly Langass - February 2025

2/6/2025	LMC Training	Home	\$75.00
2/10/2025	Public Utility	City Hall	\$32.50
2/11/2025	Administrative Meeting	City Hall	\$32.50
2/14/2025	LMC Training	Home	\$75.00
2/16/2025	LMC Training	Home	\$75.00
2/19/2025	Airport Committee	Justice Center	\$32.50
2/21/2025	LMC Training	Plymouth, MN	\$100.00
2/22/2025	LMC Training	Plymouth, MN	\$100.00
			<u>\$522.50</u>

Steven Narverud -February 2025

2/4/2024	Advance TRF	Legion	\$32.50
2/10/2025	Public Safety	City Hall	\$32.50
2/13/2025	Strategic Planning	City Hall	\$32.50
2/13/2025	Public Works	City Hall	\$32.50
2/19/2025	Advance TRF	School Board Room	\$32.50
2/20/2025	Strategic Planning	City Hall	\$32.50
2/26/2025	Strategic Planning	City Hall	\$32.50
			<u>\$227.50</u>

Mike Lorenson - February 2025

2/4/2025	ATR Annual Meeting	Legion	\$32.50
2/10/2025	Utilities Committee	City Hall	\$32.50
2/11/2025	Admin Committee	City Hall	\$32.50
2/12/2025	Strategic Planning	City Hall	\$32.50
2/19/2025	TVF Authority	County Building	\$32.50
2/20/2025	Strategic Planning	City Hall	\$32.50
2/20/2025	Open Line Radio	KTRF	\$32.50
2/26/2025	Strategic Planning	City Hall	\$32.50
			<u>\$260.00</u>

J Scott Pream - January/February 2025

1/9/2025	Interview Ward 3	City Hall	\$32.50
1/13/2025	Utilities Committee	City Hall	\$32.50
1/14/2025	Bike Walk TRF	City Hall	\$32.50
1/14/2025	CVB	Carnegie	\$32.50
1/14/2025	NWRL	HQ	\$32.50
1/15/2025	MEC	City Hall	\$32.50
1/15/2025	Public Works	City Hall	\$32.50
2/10/2025	Utilities Committee	City Hall	\$32.50
2/11/2025	Bike Walk TRF	City Hall	\$32.50
2/11/2025	CVB	City Hall	\$32.50
2/11/2025	NWRL	HQ	\$32.50
2/12/2025	Public Works	Carnegie	\$32.50
2/19/2025	MEC	City Hall	\$32.50
2/20/2025	TRF Library	Library	\$32.50
			<u>\$455.00</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: 3/4/2025

SUBJECT: Public Safety Aid Purchase

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

MOTION TO: Approve the estimate of \$10,481.60 from Code 4 Services to provide a lights and siren package for a 2025 Ford F350.

BACKGROUND: \$30,000 from the Public Safety Aid funds have been previously allocated to this project. \$13,101 has been used, leaving a balance of \$16,899.

KEY ISSUES: Emergency Vehicle.

FINANCIAL CONSIDERATIONS: Public Safety Aid.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Rick Beier - Fire Chief

ATTACHMENTS:

1.	Est. 6230 Code 4 Services
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Name / Address

Thief River Falls Fire Department
Chief Rick Beier
320 Second St E
Thief River Falls, Mn 56701

P.O. #

Terms

Net 30

Other

Item	Description	Qty	Rate	Total
	2024 Ford F-350 Crew Cab (8' box) Sale and installation of Warning Light and Siren Systems Assumes installation of customer provided radio INCLUDED CONSOLE ASSUMES A 40/20/40 FRONT SEAT CONFIGURATION ***RADIO MAKE/MODEL/CONFIGURATION (DASH MOUNT OR REMOTE MOUNT) NEEDED***			
WHE IX2BRBR	Whelen Liberty II Lightbar LC 54" w/Mounting Straps	1	2,146.30	2,146.30
WHE MKAJ94	Whelen Light Bar Strap Kit F-150 / 2015-2018 / Liberty™ II 54" , Legacy® 54"	1	0.00	0.00
WHE 295SLSA6	Whelen Siren/Light Controller	1	404.60	404.60
WHE SA315P	Whelen 100W Siren Speaker	1	297.63	297.63
WHE SAK1	Whelen universal SA315P speaker mounting bracket	1	38.29	38.29
WHE IONR	Whelen ION LED Light (Red) (GRILLE)	4	134.57	538.28
WHE TLIR	ION™ T-Series™ Linear Super-LED®, Surface Mount Lighthouse, RED (FRONT AND REAR FENDERS)	4	123.77	495.08
WHE TIONFC	ION™ T-Series, Flange, Chrome	4	17.34	69.36
WHE M4BC	Warning LED, Blue with Clear Lens. Internal Flasher (TAIL GATE)	1	171.21	171.21
WHE M4RC	Warning LED , Red with Clear Lens. Internal Flasher (TAIL GATE)	1	171.21	171.21
WHE M4FC	Whelen M4 Flange Chrome	2	17.34	34.68
WHE VTX609R	Whelen Vertex Red LED	4	104.03	416.12
SOS ETHFSS-SP-ISO	SOUND OFF HEAD LIGHT FLASHER ISO	1	75.40	75.40
SOS ECVDMLTALØØ	White Lens/White LED Light & Red LED Night Light	1	97.50	97.50
HAV C-USB-3	USB-C & USB Type A Dual Port Charger	1	77.22	77.22
HAV C-VSW-2400-F...	12.5" Wide Flat 24" Vehicle-Specific Console For 2021-2023 Ford F-150 Police Responder, Special Service Vehicle (SSV), 2023 Ford F-250, 350, 450 XL & XLT Super Duty Pickup, F-450 & 550 Cab Chassis & F-600 Chassis Cab	1	695.73	695.73

Subtotal
Sales Tax (7.375%)
Total

Code 4 Services Inc.

www.code4services.com



Code 4 Services Inc.
Pelican Rapids MN 56572

CODE 4 ESTIMATE

SERVICES

Date 2/17/2025
Estimate # 6230

Name / Address

Thief River Falls Fire Department
Chief Rick Beier
320 Second St E
Thief River Falls, Mn 56701

P.O. #

Terms

Net 30

Other

Item	Description	Qty	Rate	Total
HAV C-EB40-WS2-1P	Havis EB/ Whelen 295SLS	1	0.00	0.00
HAV C-EB25-XTL-1P	Havis XTL remote head equipment bracket	1	0.00	0.00
HAV C-FP-1	Plate, 1" Mounting space	1	0.00	0.00
HAV C-FP-2	Havis 2" Filler Plate	1	0.00	0.00
HAV C-AH-15	1.5" Accessory Holder	1	19.50	19.50
HAV C-AP-0945	9" Accessory Pocket, 4.5" High	1	81.90	81.90
HAV C-ARM-102	Side Mount Armrest	2	73.32	146.64
HAV CUP2-1001	Self-Adjusting Double Cup Holder (Internally Mounted) Occupies 4-inches of equipment bracket space, with a depth of 3-inches	1	52.26	52.26
HAV C-APW-1390	13" Accessory Pocket, 9." Deep for 3.3"W Section of Wide Consoles	1	65.52	65.52
HAV C-EBW20-LP1-...	Equipment Bracket for Wide VSW Consoles, Fits Single Lighter Plug and Single USB/Switch, 2" Mounting Space	2	15.60	31.20
HAV C-FPW-15	1-1/2" Filler Plate For Wide VSW Consoles	1	0.00	0.00
HAV C-USB-3	USB-C & USB Type A Dual Port Charger	2	77.22	154.44
HAV C-HDM-209	8.5" Heavy Duty NON-ADJUSTING Pole	1	117.78	117.78
HAV C-MD-119	11" Slide Out Locking Swing Arm with Low Profile Motion Device Adapter	1	286.26	286.26
HAV C-MCB	Mic Clip Bracket	2	14.82	29.64
MAG MAGMIC	Magnetic Mic Clip	2	32.99	65.98
D&R PDU-8S	26 Circuit Power Distribution System	1	289.90	289.90
OPT 153080	Optifuse 80 amp Manual Trip Circuit Breaker	1	20.85	20.85
WAY GS	Ground stud	1	8.85	8.85
C4S FREIGHT	Freight	1	265.87	265.87
C4S LABOR-UPFIT	Labor	26.5	105.00	2,782.50
C4S SUPPLIES	Miscellaneous supply charge	26.5	12.60	333.90
Subtotal				\$10,481.60
Sales Tax (7.375%)				\$0.00
Total				\$10,481.60

Code 4 Services Inc.

www.code4services.com





City of Thief River Falls

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Request for Council Action

DATE: 3/4/2025

SUBJECT: Approval of the TRF Police Department to purchase 2025 Ford Police Interceptor

RECOMMENDATION: It is respectfully requested that the Council consider the following Public Safety Committee suggestion:

MOTION TO: Approval of TRF Police Department to purchase a 2025 Ford Explorer Police Interceptor on State bid through Nelson Auto (Fergus Falls, MN).

BACKGROUND: This purchase request was submitted to the Public Safety Committee. This vehicle will be a regular use patrol vehicle replacing aging vehicles in our fleet. This vehicle is available now eliminating the need to order a vehicle.

KEY ISSUES: This vehicle will be built specifically for the Thief River Falls Police Department.

FINANCIAL CONSIDERATIONS: The ordering of the vehicle will cost approximately \$45,000. In addition to that we are asking to allow approximately \$35,000 for equipment, and outfitting for the squad to include in-car camera, laptop and radio. This is a budgeted item. We would also like approval to sell squad 20-01 to guardian as is. The proceeds from that sale will be credited toward the outfitting cost of the new unit.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Deputy Chief, Mike Roff

ATTACHMENTS:
None