City Council Meeting Minutes
Tuesday, April 1, 2025

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on April 1, 2025. This meeting is being presided over by Mayor Mike Lorenson.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Scott Pream motioned, being seconded by Councilmember Kelly Langness, to approve the agenda with the addition of 8.5, 8.6 and 8.7.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 04.65.25: Approval of March 18, 2025 Council Proceedings

> Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced RESOLUTION 04.65.25, being seconded by Councilmember Michele McCraw, that:
>
> THEREFORE, BE IT RESOLVED By the City Council to approve the March 18, 2025 Council Proceedings.
>
> On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.66.25: Approve City of Thief River Falls Bills, Disbursements and Council Per Diems.

> Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced RESOLUTION 04.66.25, being seconded by Councilmember Michele McCraw, that:
>
> THEREFORE, BE IT RESOLVED By the City Council to authorize payment of bills and disbursements in the total amount of $1,903,482.25 and Council per diems in the total amount of $1217.50. A printout of the approved payments, disbursements and per diems are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 04.67.25: Approve employment of Anthony Horachek as Firefighter

Following discussion, Councilmember Jason Aarestad introduced Resolution 04.67.25, being seconded by Councilmember Megan Arlt, that:

WHEREAS, The City Council authorized that the City of Thief River Falls move forward with filling the position of Firefighter due to the retirement of Mark Bieganek.

WHEREAS, The filling of the position will complete filling all vacancies in the department.

THEREFORE, BE IT RESOLVED Approve the employment of Anthony Horachek as Firefighter, effective April 14, 2025. Mr. Horachek's salary will start at Grade 5 Step 1 for $31.12 per hour. Employment is contingent upon successful completion of all required background pre-employment requirements.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.68.25: Approval of the MN State Joint Powers Agreement (JPA) with the MN Human Trafficking Investigator's Task Force.

Following discussion, Councilmember Jason Aarestad introduced Resolution 04.68.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The Thief River Falls Police Department has worked in conjunction with the Human Trafficking Task Force and the Minnesota Bureau of Criminal Apprehension to investigate and prosecute crimes against children and exploitation of children, which includes trafficking. This agreement is imperative to keep up the important work of protecting children in our community.

THEREFORE, BE IT RESOLVED To approve the renewal of the MN Human Trafficking Investigator's Task Force Joint Powers Agreement (JPA) and the Minnesota Bureau of Criminal Apprehension.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.69.25: Membership in Community Venture Network (CVN)

Following discussion, Councilmember Scott Pream introduced Resolution 04.69.25, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, this in a renewal of membership in Community Venture Network, a program of the Brookshire Company; they require a yearly execution of an Agreement For Services. Community Venture Network exists to connect rural communities with businesses searching for opportunities to expand and grow their operations. CVN researches, finds, and engages with businesses nationwide and has a proven track record for bringing economic development professionals viable opportunities to attract business to their community. They have communities throughout the Midwest who have memberships with their organization. They host three events a year where economic development professionals can meet and hear from 10-12 prospective businesses and provide site selection services to prospective businesses.

WHEREAS, I have worked with Justin Erickson and CVN at different times in the last 12 years. In our first year of membership, I was introduced to a prospective vendor for DigiKey, had investigative discussions with a manufacturer who was exploring various communities in the Midwest for a possible US location, given the contact for Aldi's real estate, and had discussions with several developers of housing on the possibility of doing a project here in Thief River Falls. And I had discussions with CVN on possibly using their "Our Town" video marketing series to promote Thief River Falls.

I believe this to be a cost-effective method of promoting our community to several prospective businesses each year and to attract new businesses to the community. You can look at this like Research & Development; you may only connect on one out of every 10 prospects, but when you do the payback more than makes up for the expense.

THEREFORE, BE IT RESOLVED Execute an Agreement For Services with The Brookshire Company, LLC for membership in the Community Venture Network (CVN) and to direct City Administrator, Angie Philipp to sign said agreement on behalf of the City of Thief River Falls.

On vote being taken, the resolution was unanimously passed.

<u>RESOLUTION NO. 04.70.25: Conditional Use Permit Request – Wikstrom Telephone Company</u>

Following discussion, Councilmember Jason Aarestad removed Resolution 04.70.25, being seconded by Michele McCraw.

<u>RESOLUTION NO. 04.71.25: Conditional Use Permit Request – Wikstrom Telephone Company</u>

Following discussion, Councilmember Jason Aarestad postponed Resolution 04.71.25, being seconded by Councilmember Megan Arlt to include on the April 15, 2025 City Council meeting along with the Ordinance Change request to increase tower height to 365ft.

Rollcall Vote – Nay: Narverud, McCraw and Pream. Aye: Aarestad, Arlt, Lorenson, Bolduc, Langness.

<u>RESOLUTION NO. 04.72.25: Library Bathroom Change Proposal Order #1 and #2</u>

Following discussion, Councilmember Scott Pream introduced Resolution 04.72.25, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED To approve the Library Bathrooms, change proposal request #1 & #2. The total cost is $5,275.00.

#1. The proposal is for additional purchase, wiring, and installation of 2 automatic electric hand dryers in the new restrooms. Total cost $3,907.00 from Schmitz Builders,

#2. The proposal is for removal of existing concrete to relocate floor drain in the mechanical room. Total cost of $1,368.00 from Schmitz Builders, Inc.

On vote being taken, the resolution was unanimously passed.

<u>RESOLUTION NO. 04.73.25: Approve City Hall Remodel Change Proposal Request #3</u>

Following discussion, Councilmember Steve Narverud introduced Resolution 04.73.25, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED To approve the City Hall remodel change proposal request #3. The proposal is for the purchase and installation of new carpet in Hall Rm 118(old billing bump out). Total cost $807.00 from Schmitz Builders, Inc.

On vote being taken, the resolution was unanimously passed. Aarestad abstained.

<u>RESOLUTION NO. 04.74.25: Handrails for the new REA East Entrance Steps Reconstruction</u>

Following discussion, Councilmember Scott Pream introduced Resolution 04.74.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, the project is based on an item generated by the City’s Building Committee. These are items that have been prioritized for needs and project viability. The East Entrance(Main) steps leading into the lobby area have been deteriorating for years, and city council has previously approved the reconstruction of new steps.

WHEREAS, The construction of the new steps is scheduled to start as early as 4/15/2025. Handrails need to be installed before opening to the public.

THEREFORE, BE IT RESOLVED Approve H & S Manufacturing, Inc for the manufacturing of 18 new handrails for installation on the new East Entrance Steps at the Ralph Englestad Arena in Thief River Falls, MN. The total amount is $20,250.00. Installation on site is not included in price, quote includes delivery to TRF, MN.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Steve Narverud noted potholes will be filled once the weather is warm enough (Public Works)
- Narverud also noted that tree trimming has started (Public Works)
- Narverud noted (Travis Giffen confirmed) Spring leaf pickup will potentially begin the first two weeks of May (Public Works)

UPCOMING MEETINGS

- **Public Utilities Committee Meeting** - April 7 at 7 am in Room 101*
- **Public Safety Committee Meeting** - April 7 at 4:30 pm in Room 101*
- **Administrative Committee Meeting** - April 8 at 4:30 pm in Room 101*
- **Public Works Committee Meeting** - April 9 at 4:30 pm in Room 101*
- **State of the City Address** - April 28 at 5:30 pm in Council Chambers
- **Tri-City Meeting** (Thief River Falls, Crookston and East Grand Forks) - April 29 with Dinner at 5:30 pm and session beginning at 6pm at the Ralph Englestad Arena Imperial Room in Thief River Falls

*if carpet is being installed, meet in prior locations

INFORMATIONAL ITEMS

Lorenson noted Spring Clean-up for Pennington County and City of Thief River Falls residents is May 3.

ADJOURNMENT

There being no further discussion, Councilmember Scott Pream motioned being seconded by Councilmember Kelly Langness to adjourn at 6:13 pm. On vote being taken, the Chair declared the motion unanimously carried.

________________________ Mayor, Mike Lorenson

Attest: _______________________________ City Administrator, Angela Philipp