COUNCIL PROCEEDINGS

Tuesday, August 17, 2021

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on August 17, 2021. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALEGIANCE

ROLL CALL

The following Councilmembers were present: Holmer, Lorenson, Aarestad, McCraw, Bolduc, Narverud, Howe and Prudhomme. Mayor Holmer chaired the meeting.

PUBLIC HEARING

Vacation of Street Right-of-Way

Mayor Holmer opened the Hearing. Sheryl Snetting – asking please and thank you. The public spoke in favor of the vacation street right-of-way adjacent to the Canadian Pacific Railroad in Greendale Manufactured Home Park as legally described in the attached Hearing notice and dedicate the full right-of-way to Leslie Snetting. This property is no longer needed by the city, and it would be in the best interest of the city to vacate said right-of-way and the hearing was closed.

PUBLIC FORUM

- Dean Philipp approached the council regarding MAK Properties, stating the council should not give an abatement. He also commented on school referendum. Dean Philipp also mentioned that the road in front of his mansion needs to be fixed this year.

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Lorenson motioned, being seconded by Councilmember Bolduc, to approve the agenda.
On vote being taken, the agenda was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 08.184.21: Approval of August 3, 2021 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-184-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

THEREFORE, BE IT RESOLVED, by the City Council, to approve August 3, 2021 Council and Hearing Proceedings.

RESOLUTION NO. 08.185.21: City of Thief River Falls Bills and Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-185-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

THEREFORE, BE IT RESOLVED, by the City Council, to authorize payment of bills and disbursements in the total amount of $666,110.29 and council per diem in the amount of $585.00. A printout of the approved payments, disbursements and per diems are attached hereto and made a part hereof.

RESOLUTION NO. 08.186.21: Approve to Fill Position Fire Fighter

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-186-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

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

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

RESOLUTION NO. 08.187.21: Approval to extend our participation in the 2021 TZD Grant in the Speed and Aggressive Driving Special Project with the MN Department of Public Safety (DPS).

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-187-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

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

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

30th, 2021.

This was previously approved through city council on March 16th, 2021, for this wave to last until July31st, 2021. Because of the situations going on in Pennington County the Sheriff's office was not able to use up some of the hours and advised the Police Department that they could use them.

THEREFORE, BE IT RESOLVED To approve the extension of the 2021 TZD Grant to the Thief River Falls Police Department to share with the Pennington County Sheriff's office to September 30th, 2021.

RESOLUTION NO. 08.188.21: Progression Raise for Jeremy Kasprzak, Apprentice Lineworker

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-188-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

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

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

RESOLUTION NO. 08.189.21: Approval of Temporary On Sale Intoxicating Liquor License to Falls Under 40

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-189-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

THEREFORE, BE IT RESOLVED, by the City Council, to accept the Public Safety/Liquor Committee recommendation to grant the Falls Under 40 (Thief River Falls Chamber of Commerce) a Temporary Intoxicating Liquor License, effective September 11, 2021 from 3 pm to 7 pm.

RESOLUTION NO. 08.190.21: Approval to Purchase Greenwood Cemetery Markers

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-190-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

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

THEREFORE, BE IT RESOLVED Approve purchase of cemetery markers from Andover Marker Company in the amount of $1,272.25.

RESOLUTION NO. 08.191.21: Approval to Purchase and Repair Roof at LaFave Park Bathhouse.

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-191-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

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

THEREFORE, BE IT RESOLVED Approve the purchase materials for roof repair of the building from Peterson Lumber in the amount of $1,815.28.

RESOLUTION NO. 08.192.21: Approval to fill position of Public Works Mechanic

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-192-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

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

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

RESOLUTION NO. 08.193.21: Approval of Employment of Jeremy Treitline as Billing Clerk II

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-193-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

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

THEREFORE, BE IT RESOLVED To approve the employment of Jeremy Treitline as a

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

RESOLUTION NO. 08.198.21: Approve Mayor Appointment of Mike Lorenson to go to the Market Rate Study Committee Meetings.

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 08-198-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 08.194.21: Approval of Banding & Grading JET System

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 08-194-21, being seconded by Councilmember Jason Aarestad, that:

On vote being taken, the resolution was unanimously passed.

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

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

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

THEREFORE, BE IT RESOLVED To proceed with the JET position scoring system through David Drown Associates for the classification and compensation study of the employment positions of the City of Thief River Falls workforce.

RESOLUTION NO. 08.195.21: Vacation of Street Right-of-Way

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 08-195-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

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

portion of this right-of-way.

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

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

RESOLUTION NO. 08.196.21: Chief's Coulee Storm Drainage System

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 08-196-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

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

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

THEREFORE, BE IT RESOLVED Approve Task Order # 1 with HDR Engineering for Chief's Coulee in the amount of $19,640.00.

RESOLUTION NO. 08.197.21: Water Treatment Plant Unit Heaters

Following discussion, Councilmember Rachel Prudhomme introduced Resolution No. 08-197-21, being seconded by Councilmember Mike Lorenson, that:

On vote being taken, the resolution was unanimously passed.

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

WHEREAS, This project is in the 2022 budget, but because of the current supply chain

timelines the material will take several weeks to arrive once ordered.

THEREFORE, BE IT RESOLVED Approve the quote from Johnson Controls, Inc to replace eleven electric duct heaters in the amount of $40,890.00.

COUNCIL BOARDS AND COMMISSIONS REPORTS

UPCOMING MEETINGS

Committee of Whole - August 31st at 5:30 p.m.

City Council Meeting - September 7th at 5:30 p.m.

Utilities Committee - September 13th at 7:00 a.m.

Public Safety/Liquor Committee - September 13th at 4:30 p.m.

Administrative Services Committee - September 14th at 4:30 p.m. *Room 201 City Hall*

Public Works Committee - September 15th at 4:30 p.m.

INFORMATIONAL ITEMS

Investment Schedule Dated 07/31/2021

ADJOURNMENT

There being no further discussion, Councilmember Bolduc moved, being seconded by Councilmember Lorenson to adjourn at 5:46 p.m. Next meeting, Committee of Wole - August 31, 2021 at 5:30 p.m. On vote being taken, the Chair declared the motion unanimously carried.

Brian D. Holmer, Mayor

Attest: Angela Philipp, City Administrator