

City Council Minutes
Tuesday, June 3, 2025

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on June 3, 2025. This meeting is being presided over by Mayor Mike Lorensen.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Council member Steve Narverud motioned being seconded by Council member Scott Pream to approve the agenda with the addition of addendum item 8.4.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 06.134.25: Approval of May 20, 2025 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced RESOLUTION 06.134.25, being seconded by Councilmember Kelly Langness, that:

THEREFORE, BE IT RESOLVED, by the City Council, to approve the May 20, 2025, Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.135.25: City of Thief River Falls Bills, Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced RESOLUTION 06.135.25, being seconded by Councilmember Kelly Langness, that:

THEREFORE, BE IT RESOLVED, by the City Council, to authorized payment of bills and disbursements in the total amount of \$1,690,180.76 and Council per diems in the total amount of \$1040.00. A printout of the approved payments and disbursements are attached and made a part hereof.

On vote being taken, the resolution passed unanimously.

RESOLUTION NO. 06.136.25: VFW Post 2793 Temporary Intoxicating Liquor and Temporary On-Sale Liquor License

Presented as part of the Consent Agenda, Council member Michele McCraw introduced RESOLUTION 06.136.25, being seconded by Councilmember Kelly Langness, that:

WHEREAS, The VFW Post 2793 has submitted a Permit for a 1-day to 4-day Temporary On-Sale Liquor and Temporary Intoxicating Liquor License Application for their July 26-27, 2025, parking lot party with a band. The event will be from 7:30 pm July 26, ending at 12:30 am July 27.

THEREFORE, BE IT RESOLVED Approve the VFW Post 2793 Temporary Intoxicating Liquor and Temporary On-Sale Liquor License.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 06.137.25: Approval of reclassifying 4 Administrative Positions

Following discussion, Councilmember Scott Pream introduced Resolution 06.137.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, After David Drown Associates Company (DDA) reviewed the HR Coordinator, IT Coordinator, Senior Billing Clerk, and Accountant job descriptions for reclassification, DDA would recommend grade 7 for all 4 positions. All 4 positions have an increase to impact the end results and the accountant also has increased autonomy and independence of actions.

THEREFORE, BE IT RESOLVED approve the reclassification of 4 Administrative positions effective June 4, 2025, with no retro payment. The following will be implemented:

Maps union: IT Coordinator, Joanne Olson is currently in Grade 6 and over step 8 at \$45.71 (\$3,656.45 Bi-weekly salary). She will be implemented into Grade 7 as a step 8 at \$46.57 (\$3,725.60 Bi-weekly salary).

Non-union: HR Coordinator, Les Backer is currently in Grade 6 step 5 at \$38.86 (\$3,108.80 Bi-weekly salary). He will be implemented into Grade 7 as a step 3 at \$39.80 (\$3,184.00 Bi-weekly salary) with his next step in May 2026.

Teamster 320 union: Senior Billing Clerk, Jeremy Treitline is currently in Grade 6 step 4 at \$37.54. He will be implemented into Grade 7 as step 2 at \$38.27 with his next step in August 2025.

Teamster 320 union: Accountant, Jenny Davis is currently in Grade 5 step 7 at \$38.52. She will be implemented into Grade 7 as a step 3 at \$39.80 with her next step January 2026.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.138.25: Approve Premises Permit Application for Goodridge Area Development

Following discussion, Councilmember Steve Narverud introduced Resolution 06.138.25, being seconded by Councilmember Scott Pream, that:

WHEREAS, Goodridge Area Development has been asked to supply their pull-tabs at the Schooner Bar & Grill replacing TRFAHA. The application and resolution is required by the State of Minnesota.

THEREFORE, BE IT RESOLVED approved the Gambling Premises Permit Application for Goodridge Area Development.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.139.25: Approve Liquor Store roof change request

Following discussion, Councilmember Julie Bolduc introduced Resolution 06.139.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The Liquor Store roof has exceeded end of life use. It was expected that wet insulation would be detected and needed for replacement. After extensive analysis in pre-construction, it was determined that over 75% of insulation needed replacement and it would be more cost effective for full replacement.

THEREFORE, BE IT RESOLVED To approve the Liquor Store roof change request. The proposal is for the purchase and installation of new insulation for the entire surface area of the Municipal Liquor. Costs would be paid at the already agreed upon rates of the existing approved contract. These costs would be as follows:

Material & Delivery to site = \$40,000.00

1 Foreman + 6 works @ \$70.00/hr (onsite hours) = \$490.00/hour

Fuel = \$100.00/truck/day x 2 trucks = \$200.00/day

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.140.25: Resolution Rezoning General Agriculture District (AG) to Multi-Family Residential District (R4)

Following discussion, Councilmember Steve Narverud introduced Resolution 06.140.25, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, Council made a motion at the last city council meeting approving the Edge rezoning request and adopted or incorporated the eight (8) factors that had been provided at the last meeting. This Resolution is merely documenting the Findings of Fact as part of the formal record related to said rezoning.

THEREFORE, BE IT RESOLVED the City of Thief River Falls hereby adopts the following as its Findings of Fact related to said Rezoning Request:

1. That the rezoning conforms to the Comprehensive Plan for the City, as well as, present land uses.

The Comp. Plan has been amended to allow high density R-4.

2. That the rezoning will not impede the normal and orderly development and improvement of surrounding property for uses predominant in the area.

You have a mixture of light industrial, commercial and township single-family. This is a great transitional development for the area. That R-4 is considered an orderly transition between residential and commercial.

3. That the rezoning will not adversely affect property values of adjacent landowners.

There is no proof that property values will be affected by multi-family, in fact, increased employment opportunities and the ongoing housing shortage may even increase home values.

4. That the rezoning will not impose other undue hardship on adjacent landowners such as noise, electrical display signs, odors, or other nuisances.

There will not be any electrical display signs, or odors, and noise has not been an issue with

current properties in the city that D.W. Jones own. Parking lot, lighting is on west side of apartment building and will minimize effect on adjacent landowners.

5. That necessary utilities be available to serve the use intended.

The utilities, water, sewer and electrical, are nearby and more than adequate to serve this area.

6. That additional public services needed by the rezoning be considered.

TRF Department heads were consulted on any increase in services. Most indicated no increase in services from the normal services provided. Based off call volumes across the city, the police chief estimates 10 calls per year.

7. That alternate areas previously zoned for the intended use be considered.

The challenge for TRF is that most of the developable land is owned by other developers waiting for the right market conditions to occur to build their developments. That is still years away as development in out state Minnesota is not occurring without subsidies. These landowners are not currently willing to sell.

8. That there is a public need for the proposed land use.

The housing study conducted in 2024 and the demand for employees by our business community clearly indicates that we need housing to be able to continue to grow as a community.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Narverud noted the Kiwana's picnic is scheduled June 24th at 5pm. Bike TRF will meet at the MEC parking lot at 5:30pm and ride to the picnic.

UPCOMING MEETINGS

- Public Utilities Committee Meeting - Monday, June 9 at 7 am in Room 101
- Public Safety Committee Meeting - Monday, June 9 at 4:30 pm in Room 101
- Administrative Services Committee Meeting - Tuesday, June 10 at 4:30 pm in Room 101
- Public Works Committee Meeting - Wednesday, June 11 at 4:30 pm in Room 101
- City Council Meeting - Tuesday, June 17 at 5:30 pm in Council Chambers

INFORMATIONAL ITEMS

- The **Summer Concert Series** at Floyd B. Olson Park begins tonight, June 3. Reminder the event will be held on Tuesdays this year. Entertainment begins at 7pm. In case of weather, back-up location is the Thief River Falls Eagles Club. Check for updates on Pioneer 90.1 Facebook page. June's performers include:
 - June 3 - John Vincent
 - June 10 - Lydia Rose
 - June 17 - TRFACT
 - June 24 - Robby Vee
- Reminder to join the staff at Falls Liquor on Thursday evenings for sample tastings - new samples every week!
- Reminder to residents, it's garbage bag handout week (June 2-June 6) for all TRF homeowners and renters. Pick up your garbage bags at the Street & Sanitation building located at 1121 Atlantic Ave N from 7 am - 5 pm.

Mayor Update

- Mike extended his appreciation to Wayne Johnson (Water Superintendent) for joining him during open line to give a detailed and expert explanation regarding the water letter that the public received.
- Mike thanked the electrical department for their assistance in hanging the flower baskets.
- Steve noted the Public Works department has been busy putting together equipment for Discovery Place. This week they plan to start work on potholes around town; starting with 1st Street, 6th Street, Greenwood then wards 1-5.

ADJOURNMENT

There being no further discussion, Councilmember Scott Pream motioned being seconded by Council member Kelly Langness to adjourn at 5:47 pm. On vote being taken, the Chair declared the motion unanimously carried.

Mayor Mike Lorensen

Attest: City Administrator Angela Philipp _____