

COUNCIL PROCEEDINGS

Tuesday, July 1, 2025

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on July 1, 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, Bolduc, Langness, and Narverud. Absent: Pream. Mayor Mike Lorensen chaired the meeting.

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

RESOLUTION NO. :

- Zahlien's Art & Wine Walk 7/10/25

Representatives from the Zehlains Club (Carol, Deb and Polly) reviewed their annual Art & Wine Walk event with the Council. They also thanked the City for their assistance hanging the flower baskets.

APPROVE AGENDA

Councilmember Jason Aarestad motioned, being seconded by Councilmember Michele McCraw, to approve the agenda with the additional of addendum item 8.3.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. : Approval of June 17, 2025 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced RESOLUTION 07.151.25, being seconded by Councilmember Jason Aarestad, that:

THEREFORE, BE IT RESOLVED by the City Council to approve the June 17, 2025 Council Proceedings.

On vote being taken, the resolution unanimously passed.

RESOLUTION NO. : City of Thief River Falls Bills & Disbursements and Council Per Diem

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced

RESOLUTION 07.125.25, being seconded by Councilmember Jason Aarestad, that:

THEREFORE, BE IT RESOLVED by the City Council to authorize payment of bills and disbursements in the total amount of \$2,363,112.59 and Council per deim in the total amount of \$ 585.00. A printout of the approved payments and disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution unanimously passed.

NEW BUSINESS

RESOLUTION NO. : Approve a Memorandum of Understanding with the City of Thief River Falls on behalf of the Ralph Englestad Arena and Pennington & Red Lake County Public Health and Home Care.

Following discussion, Councilmember Jason Aarestad introduced Resolution, 07.153.25 being seconded by Councilmember Kelly Langness , that:

WHEREAS, The purpose of the MOU is to establish a good-faith foundation between the Parties for future collaborative efforts that are mutually beneficial. The Parties agree to work together in a cooperative and coordinated manner to achieve each Party's individual goals and the collective goals of the partnership. This MOU is designed to detail the specifics of the working relationship between the Parties to the mutual benefit of the parties and the communities they serve. This MOU does not obligate the Parties to provide funds or payment. This MOU does not bind Parties to any legal obligations.

THEREFORE, BE IT RESOLVED Approve a Memorandum of Understanding with the City of Thief River Falls on behalf of the Ralph Engelstad Arena and the Pennington and Red Lake County Public Health and Home Care and authorize the Mayor to execute the documentation.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. : Approve renewal of School Resource Officer Services Agreement with ISD #564

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

WHEREAS, The school district and the city maintain a cooperative and coordinated approach to deterring and addressing criminal activity on school property and at school sponsored events and activities. The School Resource Officer is a key aret of this coordinated approach.

THEREFORE, BE IT RESOLVED to approve the renewal of the School Resource Officer Agreement with Thief River Falls School District \$564 for a 3-year term and authorize the Mayor, City Administrator and Chief of Police to sign. This 3-year term will go from September 1, 2025 ending on May 31, 2026; September 1, 2026 ending on May 31, 2027; and September 1, 2027 ending May 31, 2028.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. : Approval of Professional Services Agreement with Dave Berg Consulting for Electric Rate Study

Following discussion, Councilmember Steve Narverud introduced Resolution 07.154.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, All services to be furnished by the consultant under this agreement will be authorized through individual Task Orders. Each task order will outline the scope of services, fee for services and schedule pertaining to the Consulting Services as specifically authorized by Client. The Scope of Services include:

- Task 1: Data Request
- Task 2: Kickoff Meeting/Data Review
- Task 3: Financial Forecast – Existing Rates
- Task 4: Cost of Service Analysis
- Task 5: Interim Report
- Task 6: Rate Design Discussion
- Task 7: Rate Design
- Task 8: Financial Forecast – Proposed Rates
- Task 9: Preliminary Report
- Task 10: Report Review
- Task 11: Final Report
- Task 12: Report Presentation

The study is anticipated to being in July and will take 15 weeks to complete.

WHEREAS, Consultant will perform the scope of services outlined at a fixed rate of \$18,000. The consultant will be \$18,000 in two installment: 1) \$10,000 following the submittal of the interim report in Task 5 and 2) \$8,000 following the report presentation in Task 12 or completion of the study.

THEREFORE, BE IT RESOLVED approve the professional services agreement with Dave Berg Consulting, LLC (Consultant) and Thief River Falls Municipal Utilities (Client). The professional service agreement is a 5-year contract to begin January 1, 2026.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

UPCOMING MEETINGS

RESOLUTION NO. :

- Public Utilities Committee - 7/7/25 In Room 101 at 7 am
- Public Safety Committee - 7/7/25 in Room 101 at 4:30 pm
- Administrative Services Committee - 7/8/25 in Room 101 at 4:30 pm

- Public Works Committee Committee - 7/9/25 in Room 101 at 4:30 pm
- City Council Meeting - 7/15/25 in Council Chambers at 5:30 pm

INFORMATIONAL ITEMS

RESOLUTION NO. :

- City offices are closed Friday, July 4. There will be no garbage pickup.
- Art & Wine Walk July 10 from 4-8 pm in downtown Thief River Falls.
- Pennington County Fair July 16-20. Parade Wednesday, July 16.
- Music in the Park tonight at 7 pm at Floyd B. Olson Park. Musical entertainment by Kenny & The Classics. Music in the park Summer of 2025 is every Tuesday (through August 26th) starting at 7 pm. Weather backup is at The Eagles.
- Mayor Update

ADJOURNMENT

There being no further discussion, Councilmember Kelly Langness motioned being seconded by Councilmember Julie Bolduc to adjourn at 6:04 pm. On vote being taken, the chair declared the motion unanimously carried.

Lorenson

_____ Mayor Mike

_____ Attest: City Administrator Angela Philipp