

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, October 7, 2025

COUNCIL CHAMBERS
CITY HALL – 405 3RD STREET EAST
5:30 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

___ Mayor Mike Lorenson ___ Ward 1, Megan Arlt ___ Ward 2, Julie Bolduc
___ Ward 3, Kelly Langness ___ Ward 4, Michele McCraw ___ Ward 5, Scott Pream
___ At-Large, Jason Aarestad ___ At-Large, Steve Narverud

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**

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 9/16/2025 Council Proceedings (3-14)

7.2. Approval of Thief River Falls Bills, Disbursements and Council Per Diems (15-72)

8. NEW BUSINESS

8.1. 2026 Sanitation Rate Increase (73-74)

8.2. Approval to fill an Accounts Payable Clerks position and revise the job description (75-77)

- 8.3. Lead Service Line Replacement Task Order (78-85)
- 8.4. Extension to Small Cities Development Program Grant CDAP-21-OO37-O-FY23 (86-87)

9. CLOSED MEETING PURSUANT TO MINNESOTA STATUTES, SECTION 13d.05, SUBDIVISION 3 (A)

- 9.1. Discussion on Land Sale - 517 Crocker

10. 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.*

11. UPCOMING MEETINGS

- Public Utilities 10/13 at 7 am
- Public Safety 10/13 at 4:30 pm
- Administrative 10/14 at 4:30 pm
- Public Works 10/15 at 4:30 pm
- City/County/School joint meeting 10/20 at 6pm in the Imperial Room Ralph Engelstad Arena

12. INFORMATIONAL ITEMS

- 12.1. Walk/Bike/Roll to school event - 10/8 starting at Greenwood Trails at 7:45 am.
Mayor Mike will help escort kids to their respective schools.

13. 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.

**City Council Meeting Minutes
Tuesday, September 16, 2025**

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on September 16, 2025. This meeting is being presided over by Mayor Mike Lorenson.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC FORUM

Reid Froiland, LHS teacher and Senior Class Advisor, noted his appreciation to the Council for approving the Homecoming parade on Friday, September 26 at 1pm.

**PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION
ANNOUNCEMENTS**

APPROVE AGENDA

Councilmember Jason Aarestad motioned being seconded by Councilmember Michele McCraw to approve the agenda with the addition of addendum 8.10.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 09.191.25: Approval of August 2, 2025 Council proceedings

Presented as part of the Consent Agenda, Councilmember Scott Pream introduced RESOLUTION 09.191.25, being seconded by Councilmember Michele McCraw, that:

THEREFORE BE IT RESOLVED: by the City Council, to approve the September 2, 2025 council proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.192.25: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Scott Pream introduced RESOLUTION 09.192.25, 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 \$1,344,630.93. A printout of the approved payments and disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution passed unanimously.

NEW BUSINESS

RESOLUTION NO. 09.193.25: Approval of Proposed 2026 Budget

Following discussion, Councilmember Jason Aarestad introduced Resolution 09.193.25, being seconded by Councilmember Steve Narverud, that:

THEREFORE, BE IT RESOLVED approved to adopt the City of Thief River Falls preliminary 2026 budget.

	2026 REVENUE	2026 EXPENSE	FUND BALANCE RESERVES + OR -
General Fund	\$ 11,871,827.00	\$ 11,885,827.00	\$ (14,000.00)
Liquor Dispensary	\$ 5,011,100.00	\$ 5,509,577.00	\$ (498,477.00)
Electric Utility Fund	\$ 17,893,000.00	\$ 17,965,418.00	\$ (72,418.00)
Storm Water Utility Fund	\$ 422,000.00	\$ 422,000.00	\$ -
Water Utility Fund	\$ 3,112,342.00	\$ 3,255,968.00	\$ (143,626.00)
Wastewater Utility Fund	\$ 1,213,150.00	\$ 1,227,961.00	\$ (14,811.00)
Police Relief Pension Fund	\$ 12,585.00	\$ 14,197.00	\$ (1,612.00)
Debt Service Fund	<u>\$ 1,873,816.00</u>	<u>\$ 1,850,073.00</u>	<u>\$ 23,743.00</u>
TOTALS	\$ 41,409,820.00	\$ 42,131,021.00	\$ (721,201.00)

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.194.25: Approval of Proposed 2026 Tax Levy

Following discussion, Councilmember Jason Aarestad introduced Resolution 09.194.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The Truth-n-Taxation public meeting will be held on December 2, 2025 at 6:00 p.m. to discuss the 2026 budget & levy. Final budget and levy will be adopted at the December 16, 2025 council meeting.

THEREFORE, BE IT RESOLVED By the Thief River Falls City Council of Pennington County, Minnesota, that the following sums of money be levied for the current year, collectible in 2026, upon taxable property in the City of Thief River Falls, for a total proposed levy of \$4,762,282.00. This represents \$852,865.00 or approximately 21.82% increase over last year's levy.

It should be noted that with the proposed tax capacity increase for 2026, a 21.82% tax levy increase results in an estimated 9.813% increase in the tax rate.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.195.25: Approval of Updates to Committee and Board Assignments

Following discussion, Councilmember Michele McCraw introduced Resolution 09.195.25, being seconded by Councilmember Kelly Langness , that:

THEREFORE, BE IT RESOLVED By the City Council, to appoint the replacements of the following City Council members to the following committees and boards for the remainder of 2025 calendar year:

Community Development Advisory Board - Michele McCraw (replacing Julie Bolduc)

TRF Area Community Fund's Advisory Committee - Mike Lorenson (replacing Megan Arlt)

TRF Chamber of Commerce - Ex-officio Scott Pream (replacing Megan Arlt)

On vote being taken, the resolution passed unanimously.

RESOLUTION NO. 09.196.25: Minnesota Forward Fund Application in Connection with Arctic Cat, Inc.

Following discussion, Councilmember Scott Pream introduced Resolution 09.196.25, being seconded by Councilmember Kelly Langness , that:

WHEREAS, The City of Thief River Falls, MN (the "City") desires to assist Arctic Cat, Inc. (the "Company"), a global leader in the production of power sports equipment, which, at the Company's Thief River Falls global headquarters and manufacturing facility, is proposing to expand its production capacity and hire new, full-time employees by renovating and modernizing the existing facilities in Thief River Falls, expanding its research and development capabilities, and purchasing new equipment related to and necessary for the expansion of production of snowmobiles, side-by-sides, all-terrain vehicles, and other power sports equipment in Thief River Falls (the "Project");

and the City understand that the Company, through and with the support of the City, intends to submit to the Minnesota Department of Employment and Economic Development (DEED) an application for an award from the Minnesota Forward Fund program:

and the City affirms that support for this project and the application for the award from the Minnesota Forward Fund Program does not impact the ability of the City to exercise its legislative judgment in making land use approvals.

WHEREAS, After due consideration, the City Council of the City of Thief River Falls, Minnesota, hereby adopts the following findings of fact related to the Project proposed by the Company and its application for an award from the Minnesota Forward Fund Program and express their approval.

The City Council hereby finds and adopts the reasons and facts supporting the following

findings of fact for the approval of the Minnesota Forward Fund Program application:

1. The Project is in the public interest because it will encourage the growth of commerce and industry, prevent the movement of current or future operations to locations outside Minnesota, increase full-time employment in Thief River Falls, and Minnesota, and preserve and enhance the state, county and local tax base.

a). The Company has been located in Thief River Falls since its founding in 1962, and was purchased by a new ownership group in 2025. Support from the Forward Fund will enable the Company to restore jobs and expand capacity that has been lost under the previous ownership.

2. The Project, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonable foreseeable future.

a). The City desires the Company to bring production from other locations outside of Minnesota to its facility in Thief River Falls and, therefore, the City finds that the assistance to be provided by DEED is appropriate and necessary to expand an existing business in Minnesota.

b). The up-front capital expenditures needed to prepare the facility for expanded operations and to hire new employees require support from the State of Minnesota to ensure that they will occur at the highest level possible and as quickly as possible.

3. The Project conforms to the general plan for the development and redevelopment of the City as a whole, as outlined in the 2040 Comprehensive Plan.

a). Goal 1 of the Industrial Land Use component of the Comprehensive Plan is to "retain and expand Thief River falls' industrial land uses to ensure a diverse tax base and local employment opportunities."

b). The Company intends to renovate the existing building in Thief River Falls. The existing parcel on which the Arctic Cat facility is located is already designated for industrial use in the 2040 Comprehensive Plan (see, Existing Land Use Map, dated September 20, 2019).

c). The intended building is already served by appropriate public infrastructure (see, Thief River Falls- Future Annexation/Utility Extension Planning Area Map, dated September 2019).

4. The Project will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the redevelopment or development of the Project by a private enterprise.

a). The Project is consistent with the City's economic development goals.

b). The Project will add to the City's tax base and increase economic benefits for other businesses in the City.

c). The Company will contribute to the overall vitality of the City by rehiring employees furloughed by the previous ownership group, hiring additional employees who currently reside in Thief River Falls, and by recruiting employees and their families to relocate to Thief River falls for employment at Arctic Cat.

The State of Minnesota requires the City to pass a resolution of approval for local businesses apply for Minnesota Forward Funds. The proposed resolution documents the City's support and related authorizations specifically noted in the resolution.

THEREFORE, BE IT RESOLVED adopt a resolution entitled Support of a Minnesota Forward Fund Application in Connection with Arctic Cat, Inc.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.197.25: TZD Grant 2025-2026

Following discussion, Councilmember Jason Aarestad introduced Resolution 09.197.25, being seconded by Councilmember Megan Arlt, that:

WHEREAS, Thief River Falls Police Officer Kjell Johnsrud oversees our TZD program. Officer Johnsrud and Pennington County Deputy Alex Thibert drafted a grant for TZD funds. The state awarded \$18,700.00 to the Thief River Falls Police Department, the Pennington County Sheriff's office and the Marshall County Sheriff's office. These funds will be split equally between departments and will go towards TZD enforcement, which includes distracted driving, seatbelt and move over enforcement. The funds will go towards overtime related to this enforcement and any other assistance with this special enforcement. This grant will start on October 1st, 2025 and will end September 30th, 2026. Officer Johnsrud will handle scheduling and other tasks related to this program.

WHEREAS, Council approval is required before the funds can be used towards this enforcement.

THEREFORE, BE IT RESOLVED To approve 2025-2026 TZD Grant to the Thief River Falls Police Department to share with the Pennington County Sheriff's office and Marshall County Sheriff's office.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 09.198.25 : City of Thief River Falls Ordinance - First Reading, Passage and Adoption - City Code Chapter 91 adding Section 91.80 Other Public Nuisances and 91.81 Inoperable Motor Vehicles

Following discussion, Councilmember Jason Aarestad introduced Resolution 09.198.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, 91.80 OTHER PUBLIC NUISANCES: It is hereby determined that the storage or accumulation of dilapidated fences, trash, rubbish, junk, building materials, and demolition materials, upon any private property within the city tends to result in blighted and deteriorated neighborhoods, the spread of vermin and disease, and is contrary to the public peace, health, safety, and general welfare of the community.
(A) DEFINITIONS. For the purposes of this Chapter, the following definitions shall

apply

unless the context clearly indicates or requires a different meaning

(1) BUILDING MATERIALS. Building materials shall include, without limitation, lumber, bricks, concrete, cinder blocks, plumbing materials, electric wiring or equipment, heating ducts or equipment, shingles, mortar, concrete or cement, nails, screws, or any other materials used in constructing any structure.

(2) DEMOLITION MATERIALS. Demolition materials shall include, without limitation, debris resulting from the demolition of buildings such as concrete, stone, plaster, bricks, concrete blocks, and other materials that are a result of the demolition and construction operations.

(3) DILAPIDATED FENCES. A dilapidated fence is any fence, in whole or in part, which has fallen on the ground, or because of decay or disrepair has deteriorated to such an extent that it presents a danger of imminent collapse on its own, or as a result of normal weather conditions.

(4) JUNK. Junk shall include, without limitation, parts of machinery or motor vehicles, unused furniture, stoves, refrigerators or other appliances, unused televisions or other electronics, remnants of wood, metal, or any other cast off material of any kind, whether or not the same could be put to any reasonable use.

(5) TRASH AND RUBBISH. Trash and rubbish shall include any and all forms of debris not herein otherwise classified.

(B) PUBLIC NUISANCE. The storage or accumulation of (1) building materials, (except

for a business located in a proper zoning district which customarily sells building materials) (2) demolition materials, (3) dilapidated fences, (4) junk, and (5) trash and rubbish, upon any private property within the City is hereby declared a public nuisance

and subject to the penalties and abatement of this Chapter.

91.81 INOPERABLE MOTOR VEHICLES.

(A) DECLARATION OF NUISANCE. Any motor vehicle described in this Section shall constitute a hazard to the health and welfare of the residents of the City as such motor

vehicles can harbor noxious diseases, furnish a shelter and breeding ground for vermin, and

present physical danger to the safety and well-being of children and citizens. Motor vehicles also

contain various fluids which, if released into the environment, can and do cause significant

health risks to the City.

(B) INOPERABLE MOTOR VEHICLES. It shall be unlawful to keep, park, store, or abandon any motor vehicle that is not in operating condition, partially dismantled, used for repair

or parts or as a source of repair or replacement parts for other vehicles, kept for scrapping,

dismantling, or salvage of any kind, or which is not properly licensed for operation within the

State, pursuant to Minn. Stat. § 1688.011, subd. 3, as it may be amended from time to

time.

(C) SCREENING. This Section does not apply to a motor vehicle enclosed in a building and/or kept out of view from any street, road, or alley, and which does not foster complaint from a resident of the City. Secure privacy fencing is permissible.

Amended: Ordinance 63, 3rd Series

THEREFORE, BE IT RESOLVED Approve the first reading of the recommended ordinance and forego the second reading.

On vote being taken, the resolution was passed unanimously.

RESOLUTION NO. 09.199.25: Approval of City of Thief River Falls Ordinance Section 91.80 Other Public Nuisances and 91.81 Inoperable Motor Vehicles

Following discussion, Councilmember Michele McCraw introduced Resolution 09.199.25, being seconded by Councilmember Scott Pream, that:

WHEREAS, The following ordinances will be sent to the codifier at Civicplus for inclusion in the next update and 2026 publication.

THEREFORE, BE IT RESOLVED To approve the Ordinance section 91.80 Other Public Nuisances and 91.81 Inoperable Motor Vehicles for inclusion in the Ordinance Code Update.

S 91.80 OTHER PUBLIC NUISANCES: It is hereby determined that the storage or accumulation of dilapidated fences, trash, rubbish, junk, building materials, and demolition materials, upon any private property within the city tends to result in blighted and deteriorated neighborhoods, the spread of vermin and disease, and is contrary to the public peace, health, safety, and general welfare of the community.

(A) **DEFINITIONS.** For the purposes of this Chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning

(1) **BUILDING MATERIAZS.** Building materials shall include, without limitation, lumber, bricks, concrete, cinder blocks, plumbing materials, electric wiring or equipment, heating ducts or equipment, shingles, mortar, concrete or cement, nails, screws, or any other materials used in constructing any structure.

(2) **DEMOLITION MATERIAZS.** Demolition materials shall include, without limitation, debris resulting from the demolition of buildings such as concrete, stone, plaster, bricks, concrete blocks, and other materials that are a result of the demolition and construction operations.

(3) **DILAPIDATED FENCES.** A dilapidated fence is any fence, in whole or in part, which has fallen on the ground, or because of decay or disrepair has deteriorated to such an extent that it presents a danger of imminent collapse on its own, or as a result of normal weather conditions.

(4) **JUNK.** Junk shall include, without limitation, parts of machinery or motor vehicles, unused furniture, stoves, refrigerators or other appliances, unused televisions or other electronics, remnants of wood, metal, or any other cast off material of any kind, whether

or not the same could be put to any reasonable use.

(5) TRASH AND RUBBISH. Trash and rubbish shall include any and all forms of debris not herein otherwise classified.

(B) **PUBLIC NUISANCE** The storage or accumulation of

(1) building materials, (except for a business located in a proper zoning district which customarily sells building materials)

(2) demolition materials,

(3) dilapidated fences,

(4) junk, and

(5) trash and rubbish, upon any private property within the City is hereby declared a public nuisance and subject to the penalties and abatement of this Chapter.

and

91.81 INOPERABLE MOTOR VEHICLES.

(A) **DECLARATION OF NUISANCE.** Any motor vehicle described in this Section shall constitute a hazard to the health and welfare of the residents of the City as such motor vehicles can harbor noxious diseases, furnish a shelter and breeding ground for vermin, and present physical danger to the safety and well-being of children and citizens. Motor vehicles also contain various fluids which, if released into the environment, can and do cause significant health risks to the City.

(B) **INOPERABLE MOTOR VEHICLES.** It shall be unlawful to keep, park, store, or abandon any motor vehicle that is not in operating condition, partially dismantled, used for repair or parts or as a source of repair or replacement parts for other vehicles, kept for scrapping, dismantling, or salvage of any kind, or which is not properly licensed for operation within the State, pursuant to Minn. Stat. 1688.011, subd. 3, as it may be amended from time to time.

(C) **SCREENING.** This Section does not apply to a motor vehicle enclosed in a building and/or kept out of view from any street, road, or alley, and which does not foster complaint from a resident of the City. Secure privacy fencing is permissible.

Amended: Ordinance 63, 3'd Series

On vote being taken, the resolution was passed unanimously.

RESOLUTION NO. 09.200.25: Sidewalk Snow Removal Contract

Following discussion, Councilmember Scott Pream introduced Resolution 09.200.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The City of Thief River Falls Code requires property owners clear snow from sidewalks adjacent to their property within 48 hours and within 24 hours in the central business district. After the 24 and 48-hour periods the Building Official and or staff, will inspect all sidewalks and authorize the snow to be removed by a private snow removal contractor.

WHEREAS, The city contracts these services. The city advertised in the Times to

request quotes for a two-year contract. A single bid was received from Ashton's Mowing Service & Snow Removal in the amount of \$25.00 per parcel. Ashton's Mowing Service has performed this work for the last year and provided high-quality work and great reliability. The city adds a \$50.00 administrative fee for residential mowing and sidewalk snow removal contracts and transfers the cost to the property owner.

THEREFORE, BE IT RESOLVED Award Sidewalk Snow Removal to Ashtons Mowing Service for a two-year contract with services provided from October 15, 2025 to March 31, 2027.

On vote being taken, the resolution was passed unanimously.

RESOLUTION NO. 09.201.25: Buildable Lot, 517 Crocker Ave S

Following discussion, Councilmember Steve Narverud introduced Resolution 09.201.25, being seconded by Councilmember Kelly Langness , that:

WHEREAS, The City acquired a city parcel through a voluntary transfer of ownership of this parcel containing a deemed hazardous building. The acceptance of this transfer of ownership allowed the fastest removal of the hazardous building and was approved by city council. A realtor was contacted to evaluate the property based on local current markets to advise on listing price.

Water and sewer is available to the lot and all assessments are considered paid in full. Purchase agreement to contain specifications on connecting or disconnecting from city services currently available on the parcel/lot within two calendar years. Any changes required to city services will be at the buyers expense.

THEREFORE, BE IT RESOLVED Authorize the City Administrator to sign a listing agreement with local realtors interested in selling a City owned lot located at 517 Crocker Ave. South. for an asking price of \$13,500.00.

On vote being taken, the resolution passed unanimously.

RESOLUTION NO. 09.202.25: Food Trucks in Municipal Parking Lot

Following discussion, Councilmember Jason Aarestad introduced Resolution 09.202.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Current city code prohibits food trucks from setting up on city owned right of way. This event is part of Advance Thief River first ever welcome week. This is a special "music in the park" event featuring Corey Medina and the brothers band. In the event of rain, the event will be moved to the Curling Club.

THEREFORE, BE IT RESOLVED Allow up to two Food Trucks to be Present and Parked in the south west section of the municipal lot that is adjacent to the Floyd B. Olson Park on Thursday, September 18th. The event is scheduled from 5:30 pm to 7:30 pm.

On vote being taken, the resolution passed. In favor: Lorensen, Aarestad, Langness, Arlt, McCraw, Pream. Against: Narverud.

CLOSED MEETING PURSUANT TO MINNESOTA STATUTES, SECTION 13D.05, SUBDIVISION 3 (A)

Discussion on Land Sale - to be presented at the meeting

Councilmember Scott Pream motioned, being seconded by Councilmember Kelly Langness to close the Council meeting as permitted by section Pursuant to MN Statue 13D.05 to discuss the sale of city owned property.

On vote being taken, the motion was unanimously passed. The meeting closed at 6:15 pm.

RECONVENE MEETING

Councilmember Jason Aarestad motioned being seconded by Councilmember Kelly Langness to reconvene the meeting.

On vote being taken, the motion was unanimously passed. The meeting reconvened at 6:42 pm.

NEW BUSINESS

RESOLUTION NO. 09.203.25: Sale of City owned property – PID# 2504603570

Following discussion, Councilmember Scott Pream introduced Resolution 09.203.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Andy Hudson, Hudson Electric/ Hudson Rents, has a pending purchase of the old Nelson Services building which is adjacent to this City owned parcel and would like to purchase said property from the City. He closes on the purchase of the old Nelson Services building at the end of September.

This parcel was purchased many years ago for Right-of-Way acquisition of First Street East and has a legal description of: PARK ADDITION AUDITOR'S REPLAT OF BLOCK 7 NORTH 7,680 SQ FT OF LOT 5 & 910 SQ FT IN NE CORNER OF LOT 6

Mr. Hudson, Hudson Rents, has made an offer through Hometown Realty of \$3,000 to purchase this property from the City.

WHEREAS, • First Street splits this parcel into two triangular pieces of land. The parcel on the south side of the road that is most useful to Mr. Hudson would be described as THAT PORTION OF PARK ADDITION AUDITOR'S REPLAT OF BLOCK 7 NORTH 7,680 SQ FT OF LOT 5 & 910 SQ FT IN NE CORNER OF LOT 6 LYING SOTHWEST OF THE 60-FOOT RIGHT-OF-WAY OF 1ST STREET.

- This would allow the City to retain the small triangle-shaped piece on the east side of

1st Street as it would most likely be beneficial for any future Right-of-Way needs and it really is of no buildable use for Mr. Hudson.

- The City could allow Mr. Hudson to use the parcel free of charge if he were to agree to maintain the property. This option provides no tax benefit to the City.
- The City could sell the property which would then put it on the tax rolls.
- The County Assessors Office has an Estimated Market Value of \$12,500 on the property, which seems a bit high, but Mr. Hudson's offer of \$3,000 is quite low.
- The industrial park land prices and a recent development parcel that sold are in the price range of \$25,000 per acre, or \$0.58 per square-foot, and most commercial property is considered worth at least \$1 per square-foot. The EMV from the County Assessors' Office indicates a price of \$1.30 per square-foot
- It may be more beneficial to sell this parcel to whomever owns the parcel to the west, currently Kimberlee (Nelson) Davidson, PID# 250460357, to allow for a larger development project on the currently vacant land.
- The above legal description should suffice, but the council may want to pay for a survey of the land or force the potential buyer to have it surveyed.

THEREFORE, BE IT RESOLVED Not accept the offer from Hudson Rents on city owned parcel, PID# 2504603570, and to place the parcel for sale on the City's website with an asking price of the estimated market value the County Assessor has set of \$12,500.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

UPCOMING MEETINGS

- City Building Tour – September 22 at 3-6 pm (Council Members and Department Heads)
- City Council – October 7 at 5:30 pm
- Public Utilities Committee - October 13 at 7 am
- Public Safety Committee - October 13 at 4:30 pm
- Administrative Committee - October 14 at 4:30 pm
- Public Works Committee - October 15 at 4:30 pm
- City Council - October 21 at 5:30 pm

INFORMATIONAL ITEMS

Investment Summary

ADJOURNMENT

There being no further discussion, Councilmember Scott Pream motioned being seconded by Councilmember Kelly Langness to adjourn at 6:49 pm. On vote being taken, the Chair declared the motion unanimously carried.

Mayor Mike Lorensen

Attest: City Administrator Angela Philipp _____

CITY OF THIEF RIVER FALLS

EXPENSE ACCOUNT CODES

1/14/2022



City of Thief River Falls

#7.02

COUNCIL MEETING BILLS

OCTOBER 7th, 2025

SUMMARY OF DISBURSEMENTS

9/15/2025	AP PKT #1535 - DIRECT PAYABLES / MATHISON MOTORS	\$28,800.32
9/16/2025	AP PKT #1536 - DIRECT PAYABLES	\$1,099,759.06
9/18/2025	AP PKT #1532 - #19 PAYROLL	\$166,363.98
9/18/2025	AP PKT #1538 - DIRECT PAYABLES / LIQUOR	\$201,227.22
9/22/2025	AP PKT #1541 - DIRECT PAYABLES / PHILLIPS	\$8,158.17
9/24/2025	AP PKT #3396 - UTILITY BILL REFUNDS	\$1,136.54
9/24/2025	AP PKT #1540 - DIRECT PAYABLES / VOLUNTEER FIREFIGHTERS	\$3,480.00
9/24/2025	AP PKT #1544 - DIRECT PAYABLES / U S POSTMASTER	\$2,094.29
9/25/2025	AP PKT #1545 - DIRECT PAYABLES	\$127,681.73
9/29/2025	AP PKT #1549 - DIRECT PAYABLES	\$1,287.17
9/30/2025	AP PKT #1542 - WEX HEALTH INC	\$1,376.76
9/30/2025	AP PKT #1550 - DIRECT PAYABLES	\$2,452.75
9/2/2025	AP PKT #1556 - LIQUOR MERCH FEES	\$0.06
10/2/2025	AP PKT #1546 - #20 PAYROLL	\$267,799.23
10/2/2025	AP PKT #1547 - #20 PAYROLL	\$403.76
10/1/2025	AP PKT #1557 - DIRECT PAYABLES	\$13,268.60
10/7/2025	AP PKT #1552 - COUNCIL MEETING	\$218,906.44
GRAND TOTAL OF DISBURSEMENTS		\$2,144,196.08



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01544 - 09/24/25 DIRECT PAYABLES / U S POSTMASTER

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: U S POSTMASTER							
U S POSTMASTER	OCT 2025	09/24/2025	100-4315-62010	Office Supplies	POSTAGE - OCT 2025 UTILIT...		314.14
U S POSTMASTER	OCT 2025	09/24/2025	620-4840-62010	Office Supplies	POSTAGE - OCT 2025 UTILIT...		733.00
U S POSTMASTER	OCT 2025	09/24/2025	680-4840-62010	Office Supplies	POSTAGE - OCT 2025 UTILIT...		209.43
U S POSTMASTER	OCT 2025	09/24/2025	690-4840-62010	Office Supplies	POSTAGE - OCT 2025 UTILIT...		837.72
Vendor U S POSTMASTER Total:							2,094.29
Grand Total:							2,094.29

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	314.14
620 - WATER UTILITY FUND	733.00
680 - WASTEWATER UTILITY FUND	209.43
690 - ELECTRIC UTILITY FUND	837.72
Grand Total:	2,094.29

Account Summary

Account Number	Account Name	Expense Amount
100-4315-62010	Office Supplies	314.14
620-4840-62010	Office Supplies	733.00
680-4840-62010	Office Supplies	209.43
690-4840-62010	Office Supplies	837.72
Grand Total:		2,094.29

Project Account Summary

Project Account Key	Expense Amount
None	2,094.29
Grand Total:	2,094.29



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01545 - 09/25/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	189490	08/05/2025	820-4850-62240	Department Maint & Repair	COMPOSITE SHIMS		4.78
ACE HARDWARE	190040	08/12/2025	690-4850-62350	Power Plant/Dam Maint	WASP & HORNET SPRAY		9.98
ACE HARDWARE	190634	08/20/2025	100-4510-62240	Department Maint & Repair	RATCHET / PLANT FOOD / R...		45.57
ACE HARDWARE	190762	08/22/2025	100-4550-62230	Building Maint & Repair	MORTOR CAULK		5.99
ACE HARDWARE	190762	08/22/2025	100-4550-62990	Misc. Operating Expense	WASP & HORNET SPRAY		5.00
Vendor ACE HARDWARE Total:							71.32
Vendor: DIAMOND VOGEL PAINTS							
DIAMOND VOGEL PAINTS	810261881	08/08/2025	100-4312-62260	Signs-Brooms-Paint	TRAFFIC PAINT		873.00
DIAMOND VOGEL PAINTS	810261974	08/08/2025	100-4312-62260	Signs-Brooms-Paint	TRAFFIC PAINT		92.25
Vendor DIAMOND VOGEL PAINTS Total:							965.25
Vendor: MN DPT OF REVENUE - SALES/USE TAX							
MN DPT OF REVENUE - SAL...	AUG 2025 LQR	09/22/2025	610-20220	Sales Tax Payable	AUG 2025 - SALES TAX		41,195.00
MN DPT OF REVENUE - SAL...	AUG 2025 GEN	09/22/2025	100-20220	Sales Tax Payable	AUG 2025 - SALES TAX		7.00
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	100-20220	Sales Tax Payable	AUG 2025 - SALES / USE TAX		12,251.30
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	100-4194-63030	Contracts Expense	AUG 2025 - SALES / USE TAX		-3.78
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	100-4315-62210	Equipment Maint & Repair	AUG 2025 - SALES / USE TAX		210.71
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	100-4315-62880	Personal Protective Equipm...	AUG 2025 - SALES / USE TAX		7.01
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	100-4315-62990	Misc. Operating Expense	AUG 2025 - SALES / USE TAX		2.29
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	100-4510-62230	Building Maint & Repair	AUG 2025 - SALES / USE TAX		-7.46
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	100-4550-63030	Contracts Expense	AUG 2025 - SALES / USE TAX		-3.78
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	100-4670-64530	Public Safety Grant Expenses	AUG 2025 - SALES / USE TAX		-68.58
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	610-4840-62990	Misc. Operating Expense	AUG 2025 - SALES / USE TAX		6.56
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	610-4850-62230	Building Maint & Repair	AUG 2025 - SALES / USE TAX		9.85
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	620-20220	Sales Tax Payable	AUG 2025 - SALES / USE TAX		2,333.67
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	620-4840-62400	Small Tools and Minor Equip	AUG 2025 - SALES / USE TAX		-5.98
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	620-4850-62220	Plant Equip Maint & Repair	AUG 2025 - SALES / USE TAX		-11.69
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	690-20220	Sales Tax Payable	AUG 2025 - SALES / USE TAX		70,046.30
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	690-4840-62400	Small Tools and Minor Equip	AUG 2025 - SALES / USE TAX		11.20
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	690-4840-62990	Misc. Operating Expense	AUG 2025 - SALES / USE TAX		25.21
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	690-4850-62210	Equipment Maint & Repair	AUG 2025 - SALES / USE TAX		16.82
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	690-4850-62350	Power Plant/Dam Maint	AUG 2025 - SALES / USE TAX		26.63
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	690-4850-62360	Distribution Maint	AUG 2025 - SALES / USE TAX		24.50
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	690-4890-63030	Contracts Expense	AUG 2025 - SALES / USE TAX		3.78
MN DPT OF REVENUE - SAL...	AUG 2025	09/22/2025	820-4850-62230	Building Maint & Repair	AUG 2025 - SALES / USE TAX		4.44
Vendor MN DPT OF REVENUE - SALES/USE TAX Total:							126,081.00

Council Approval Register

Packet: APPKT01545 - 09/25/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MN ENERGY RESOURCES #0503090429-00002							
MN ENERGY RESOURCES #0...	5631497502	09/16/2025	100-4312-63890	Utilities Expense	AUG 2025 - GAS METER RE...		48.78
MN ENERGY RESOURCES #0...	5631497502	09/16/2025	100-4315-63890	Utilities Expense	AUG 2025 - GAS METER RE...		37.13
MN ENERGY RESOURCES #0...	5631497502	09/16/2025	100-4510-63890	Utilities Expense	AUG 2025 - GAS METER RE...		21.38
MN ENERGY RESOURCES #0...	5631497502	09/16/2025	100-4510-63890	Utilities Expense	AUG 2025 - GAS METER RE...		15.92
Vendor MN ENERGY RESOURCES #0503090429-00002 Total:							123.21
Vendor: T R F HARDWARE							
T R F HARDWARE	34016766	08/01/2025	690-4840-62990	Misc. Operating Expense	CABLE TIES - #105		14.78
T R F HARDWARE	34016791	08/01/2025	100-4220-62990	Misc. Operating Expense	NOZZLE		12.99
T R F HARDWARE	34017002	08/02/2025	100-4510-62210	Equipment Maint & Repair	JUMP STARTER		169.97
T R F HARDWARE	34017282	08/04/2025	620-4840-62990	Misc. Operating Expense	BATTERIES		11.99
T R F HARDWARE	34017287	08/04/2025	820-4850-62240	Department Maint & Repair	LIQUID NAILS		7.98
T R F HARDWARE	34017532	08/06/2025	620-4840-62990	Misc. Operating Expense	OSCILLATING SPRINKLER		42.99
T R F HARDWARE	34018741	08/18/2025	100-4510-62990	Misc. Operating Expense	BOLTS		41.84
T R F HARDWARE	34018990	08/20/2025	690-4850-62350	Power Plant/Dam Maint	LANDSCAPE ADHESIVE		35.26
T R F HARDWARE	34019551	08/26/2025	690-4850-62210	Equipment Maint & Repair	NUTS / BOLTS / SCREWS - #...		6.57
T R F HARDWARE	34019685	08/27/2025	620-4850-62210	Equipment Maint & Repair	BUSHING - AIR COMPRESSO...		3.98
T R F HARDWARE	34019690	08/27/2025	690-4840-62990	Misc. Operating Expense	NUT / BOLTS / SCREWS		5.85
Vendor T R F HARDWARE Total:							354.20
Vendor: VESTIS							
VESTIS	2630467846	09/16/2025	620-4890-63030	Contracts Expense	09/16/25 LAUNDRY SERVICE		86.75
Vendor VESTIS Total:							86.75
Grand Total:							127,681.73

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	13,764.53
610 - LIQUOR DISPENSARY	41,211.41
620 - WATER UTILITY FUND	2,461.71
690 - ELECTRIC UTILITY FUND	70,226.88
820 - GREENWOOD CEMETERY FUND	17.20
Grand Total:	127,681.73

Account Summary

Account Number	Account Name	Expense Amount
100-20220	Sales Tax Payable	12,258.30
100-4194-63030	Contracts Expense	-3.78
100-4220-62990	Misc. Operating Expense	12.99
100-4312-62260	Signs-Brooms-Paint	965.25
100-4312-63890	Utilities Expense	48.78
100-4315-62210	Equipment Maint & Repa..	210.71
100-4315-62880	Personal Protective Equi...	7.01
100-4315-62990	Misc. Operating Expense	2.29
100-4315-63890	Utilities Expense	37.13
100-4510-62210	Equipment Maint & Repa..	169.97
100-4510-62230	Building Maint & Repair	-7.46
100-4510-62240	Department Maint & Re...	45.57
100-4510-62990	Misc. Operating Expense	41.84
100-4510-63890	Utilities Expense	37.30
100-4550-62230	Building Maint & Repair	5.99
100-4550-62990	Misc. Operating Expense	5.00
100-4550-63030	Contracts Expense	-3.78
100-4670-64530	Public Safety Grant Expe...	-68.58
610-20220	Sales Tax Payable	41,195.00
610-4840-62990	Misc. Operating Expense	6.56
610-4850-62230	Building Maint & Repair	9.85
620-20220	Sales Tax Payable	2,333.67
620-4840-62400	Small Tools and Minor E...	-5.98
620-4840-62990	Misc. Operating Expense	54.98
620-4850-62210	Equipment Maint & Repa..	3.98
620-4850-62220	Plant Equip Maint & Rep...	-11.69
620-4890-63030	Contracts Expense	86.75
690-20220	Sales Tax Payable	70,046.30
690-4840-62400	Small Tools and Minor E...	11.20
690-4840-62990	Misc. Operating Expense	45.84
690-4850-62210	Equipment Maint & Repa..	23.39
690-4850-62350	Power Plant/Dam Maint	71.87
690-4850-62360	Distribution Maint	24.50

Account Summary

Account Number	Account Name	Expense Amount
690-4890-63030	Contracts Expense	3.78
820-4850-62230	Building Maint & Repair	4.44
820-4850-62240	Department Maint & Re...	12.76
Grand Total:		127,681.73

Project Account Summary

Project Account Key	Expense Amount
None	127,681.73
Grand Total:	127,681.73



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01549 - 09/29/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BRIAN JACOBSON							
BRIAN JACOBSON	REIMB 12/04/24	09/29/2025	630-4840-62990	Misc. Operating Expense	REISSUE MISPLACED CK - RE...		150.11
					Vendor BRIAN JACOBSON Total:		150.11
Vendor: YVONNE PEDERSON							
YVONNE PEDERSON	OCT 2025	09/29/2025	810-4820-61500	Annuity Payments	OCT 2025 - POLICE PENSION		1,137.06
					Vendor YVONNE PEDERSON Total:		1,137.06
					Grand Total:		1,287.17

Fund Summary

Fund	Expense Amount
630 - ARENAS - OAK VIEW GROUP	150.11
810 - POLICE RELIEF ASSOCIATION	1,137.06
Grand Total:	1,287.17

Account Summary

Account Number	Account Name	Expense Amount
630-4840-62990	Misc. Operating Expense	150.11
810-4820-61500	Annuity Payments	1,137.06
Grand Total:		1,287.17

Project Account Summary

Project Account Key	Expense Amount
None	1,287.17
Grand Total:	1,287.17



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01542 - 9/30/25 WEX HEALTH INC INVOICES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001814	09/23/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		137.50
WEX HEALTH INC	INV0001815	09/23/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		805.49
WEX HEALTH INC	INV0001816	09/23/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		86.38
WEX HEALTH INC	INV0001817	09/23/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		246.78
WEX HEALTH INC	INV0001818	09/25/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		61.09
WEX HEALTH INC	INV0001832	09/26/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		29.52
WEX HEALTH INC	INV0001833	09/30/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		10.00
Vendor WEX HEALTH INC Total:							1,376.76
Grand Total:							1,376.76

Fund Summary

Fund	Expense Amount
740 - TRF HEALTH INSURANCE FUND	1,376.76
Grand Total:	1,376.76

Account Summary

Account Number	Account Name	Expense Amount
740-20300	Flex Payroll Deductions	1,376.76
	Grand Total:	1,376.76

Project Account Summary

Project Account Key	Expense Amount
None	1,376.76
Grand Total:	1,376.76



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01556 - 9/02/25 LIQUOR MERCH FEES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC P...	INV0001834	09/02/2025	610-4890-63060	Credit Card Fees	CREDIT CARD MERC FEES		0.06
Vendor BANKCARD ELECTRONIC PYMTS INC Total:							0.06
Grand Total:							0.06

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	0.06
Grand Total:	0.06

Account Summary

Account Number	Account Name	Expense Amount
610-4890-63060	Credit Card Fees	0.06
Grand Total:		0.06

Project Account Summary

Project Account Key	Expense Amount
None	0.06
Grand Total:	0.06



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01546 - PYPKT01751 - 2025 10 02 #20 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DELTA DENTAL OF MINNESOTA							
DELTA DENTAL OF MINNES...	INV0001826	10/02/2025	740-24000	Clearing Account	Dental Premium		1,600.78
Vendor DELTA DENTAL OF MINNESOTA Total:							1,600.78
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001829	10/02/2025	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		24,688.90
INTERNAL REVENUE SERVICE	INV0001829	10/02/2025	740-20150	Payroll Taxes Payable	MEDICARE		8,034.82
INTERNAL REVENUE SERVICE	INV0001829	10/02/2025	740-20150	Payroll Taxes Payable	FED W/H		26,908.81
Vendor INTERNAL REVENUE SERVICE Total:							59,632.53
Vendor: LAW ENFORCEMENT LABOR SERVICES							
LAW ENFORCEMENT LABOR...	INV0001822	10/02/2025	740-24000	Clearing Account	LELS Dues		1,095.00
Vendor LAW ENFORCEMENT LABOR SERVICES Total:							1,095.00
Vendor: MEDICAREBLUE RX							
MEDICAREBLUE RX	INV0001831	09/25/2025	740-4870-63650	Senior Gold BC/BS Monthly ...	OCTOBER BILLING		1,556.10
Vendor MEDICAREBLUE RX Total:							1,556.10
Vendor: MN DPT OF REVENUE - GARNISHMENTS							
MN DPT OF REVENUE - GA...	INV0001824	10/02/2025	740-24000	Clearing Account	Garnishment		389.47
Vendor MN DPT OF REVENUE - GARNISHMENTS Total:							389.47
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT...	INV0001828	10/02/2025	740-20160	State Withholding	State W/H Tax		12,854.32
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							12,854.32
Vendor: NCPERS GROUP LIFE INSURANCE							
NCPERS GROUP LIFE INSUR...	INV0001823	10/02/2025	740-24000	Clearing Account	PLIFE		656.00
Vendor NCPERS GROUP LIFE INSURANCE Total:							656.00
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	100-4150-61310	Health Insurance	Health Insurance Premium		5,402.61
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	100-4210-61310	Health Insurance	Health Insurance Premium		24,797.97
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	100-4220-61310	Health Insurance	Health Insurance Premium		6,498.47
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	100-4312-61310	Health Insurance	Health Insurance Premium		5,402.61
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	100-4315-61310	Health Insurance	Health Insurance Premium		8,606.40
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	100-4510-61310	Health Insurance	Health Insurance Premium		2,868.80
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	100-4650-61310	Health Insurance	Health Insurance Premium		4,976.73
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	100-4660-61310	Health Insurance	Health Insurance Premium		1,772.94
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	610-4825-61310	Health Insurance	Health Insurance Premium		16,108.58
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	620-4825-61310	Health Insurance	Health Insurance Premium		5,840.12
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	680-4825-61310	Health Insurance	Health Insurance Premium		7,084.66

Council Approval Register

Packet: APPKT01546 - PYPKT01751 - 2025 10 02 #20 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	690-4825-61310	Health Insurance	Health Insurance Premium		23,117.81
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	740-4870-63620	Employee BC/BS Monthly Bil..	Health Insurance Employee ...		15,757.33
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	740-4870-63620	Employee BC/BS Monthly Bil..	Health Insurance Premium		147.60
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	740-4870-63660	Retiree BC/BS Monthly billi...	Health Insurance Retiree		1,601.84
NORTHWEST SERVICE COO...	INV0001830	10/01/2025	820-4825-61310	Health Insurance	Health Insurance Premium		760.87
Vendor NORTHWEST SERVICE COOPERATIVE Total:							130,745.34
Vendor: P E R A OF MN							
P E R A OF MN	INV0001827	10/02/2025	740-20180	PERA Payable	PERA EE/ER COORD		27,683.41
P E R A OF MN	INV0001827	10/02/2025	740-20180	PERA Payable	PERA EE/ER P&F		25,315.75
Vendor P E R A OF MN Total:							52,999.16
Vendor: SUN LIFE FINANCIAL (LTD)							
SUN LIFE FINANCIAL (LTD)	INV0001825	10/02/2025	740-24000	Clearing Account	LTD Premium		695.19
Vendor SUN LIFE FINANCIAL (LTD) Total:							695.19
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0001819	10/02/2025	740-24000	Clearing Account	Contributions Employee		5,212.84
Vendor VANTAGEPOINT ICMA Total:							5,212.84
Vendor: WEX BANK							
WEX BANK	INV0001821	10/02/2025	740-24000	Clearing Account	HSA		362.50
Vendor WEX BANK Total:							362.50
Grand Total:							267,799.23

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	60,326.53
610 - LIQUOR DISPENSARY	16,108.58
620 - WATER UTILITY FUND	5,840.12
680 - WASTEWATER UTILITY FUND	7,084.66
690 - ELECTRIC UTILITY FUND	23,117.81
740 - TRF HEALTH INSURANCE FUND	154,560.66
820 - GREENWOOD CEMETERY FUND	760.87
Grand Total:	267,799.23

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	5,402.61
100-4210-61310	Health Insurance	24,797.97
100-4220-61310	Health Insurance	6,498.47
100-4312-61310	Health Insurance	5,402.61
100-4315-61310	Health Insurance	8,606.40
100-4510-61310	Health Insurance	2,868.80
100-4650-61310	Health Insurance	4,976.73
100-4660-61310	Health Insurance	1,772.94
610-4825-61310	Health Insurance	16,108.58
620-4825-61310	Health Insurance	5,840.12
680-4825-61310	Health Insurance	7,084.66
690-4825-61310	Health Insurance	23,117.81
740-20150	Payroll Taxes Payable	59,632.53
740-20160	State Withholding	12,854.32
740-20180	PERA Payable	52,999.16
740-24000	Clearing Account	10,011.78
740-4870-63620	Employee BC/BS Monthl...	15,904.93
740-4870-63650	Senior Gold BC/BS Mont...	1,556.10
740-4870-63660	Retiree BC/BS Monthly bi..	1,601.84
820-4825-61310	Health Insurance	760.87
Grand Total:		267,799.23

Project Account Summary

Project Account Key	Expense Amount
None	267,799.23
Grand Total:	267,799.23



City of Thief River Falls, MN

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Packet: APPKT01547 - PYPKT01751 - 2025 10 02 #20 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VSP INSURANCE CO							
VSP INSURANCE CO	INV0001820	10/01/2025	740-24000	Clearing Account	FLEX VISION		403.76
						Vendor VSP INSURANCE CO Total:	403.76
						Grand Total:	403.76

Fund Summary

Fund	Expense Amount
740 - TRF HEALTH INSURANCE FUND	403.76
Grand Total:	403.76

Account Summary

Account Number	Account Name	Expense Amount
740-24000	Clearing Account	403.76
Grand Total:		403.76

Project Account Summary

Project Account Key	Expense Amount
None	403.76
Grand Total:	403.76



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01557 - 10/01/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DARWIN C KLEMETSON							
DARWIN C KLEMETSON	4767	09/12/2025	100-4312-63030	Contracts Expense	CONCRETE REPAIRS		7,654.00
Vendor DARWIN C KLEMETSON Total:							7,654.00
Vendor: ELAN FINANCIAL SERVICES							
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4150-64400	Travel, Conference, School	AUG/SEP 25 STMT - AIRFARE..		198.01
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4210-62880	Personal Protective Equipm...	AUG/SEP 25 STMT - DUTY P...		94.94
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4210-62880	Personal Protective Equipm...	AUG/SEP 25 STMT - DUTY P...		94.94
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4210-62990	Misc. Operating Expense	AUG/SEP 25 STMT - FRGN T...		0.20
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4210-62990	Misc. Operating Expense	AUG/SEP 25 STMT - TRAIL C...		5.96
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4210-62990	Misc. Operating Expense	AUG/SEP 25 STMT - FRGN T...		0.20
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4210-62990	Misc. Operating Expense	AUG/SEP 25 STMT - CAMER...		10.00
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4210-62990	Misc. Operating Expense	AUG/SEP 25 STMT - SECURI...		19.00
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4210-62990	Misc. Operating Expense	AUG/SEP 25 STMT - SECURI...		10.00
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4210-62990	Misc. Operating Expense	AUG/SEP 25 STMT - CAMER...		9.00
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4210-63320	Training Expense	AUG/SEP 25 STMT - LODGI...		153.25
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4220-63590	Printing & Publications	AUG/SEP 25 STMT - FIRE PR...		479.30
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4312-62210	Equipment Maint & Repair	AUG/SEP 25 STMT - FRGN T...		33.50
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4312-62210	Equipment Maint & Repair	AUG/SEP 25 STMT - DIESEL ...		1,675.00
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4312-62210	Equipment Maint & Repair	AUG/SEP 25 STMT - 4 WHEE...		335.07
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4312-62990	Misc. Operating Expense	AUG/SEP 25 STMT - DRILL B...		5.33
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4315-62010	Office Supplies	AUG/SEP 25 STMT - EMAIL ...		13.49
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4510-62230	Building Maint & Repair	AUG/SEP 25 STMT - DOOR ...		50.50
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4510-63033	Music in the Park	AUG/SEP 25 STMT - LODGI...		107.00
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4510-63033	Music in the Park	AUG/SEP 25 STMT - LODGI...		107.00
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4510-63033	Music in the Park	AUG/SEP 25 STMT - LODGI...		107.00
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	100-4670-64530	Public Safety Grant Expenses	AUG/SEP 25 STMT - ALUMI...		170.54
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	230-4840-63150	Canine Unit Expense	AUG/SEP 25 STMT - NPCA K...		80.00
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	620-4840-62010	Office Supplies	AUG/SEP 25 STMT - EMAIL ...		31.48
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	620-4850-62220	Plant Equip Maint & Repair	AUG/SEP 25 STMT - RAW ...		965.17
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	680-4840-62010	Office Supplies	AUG/SEP 25 STMT - EMAIL ...		9.00
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	680-4850-62220	Lift Station and Pond Maint...	AUG/SEP 25 STMT - SINGLE ...		222.86
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	690-4840-62010	Office Supplies	AUG/SEP 25 STMT - EMAIL ...		35.98
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	690-4890-64400	Travel, Conference, School	AUG/SEP 25 STMT - LODGI...		366.10
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	690-4890-64400	Travel, Conference, School	AUG/SEP 25 STMT - LODGI...		-141.32
ELAN FINANCIAL SERVICES	AUG/SEP 2025	09/18/2025	690-4890-64400	Travel, Conference, School	AUG/SEP 25 STMT - LODGI...		366.10
Vendor ELAN FINANCIAL SERVICES Total:							5,614.60
Grand Total:							13,268.60

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	11,333.23
230 - TRF AREA K-9 FUND	80.00
620 - WATER UTILITY FUND	996.65
680 - WASTEWATER UTILITY FUND	231.86
690 - ELECTRIC UTILITY FUND	626.86
Grand Total:	13,268.60

Account Summary

Account Number	Account Name	Expense Amount
100-4150-64400	Travel, Conference, Sch...	198.01
100-4210-62880	Personal Protective Equi...	189.88
100-4210-62990	Misc. Operating Expense	54.36
100-4210-63320	Training Expense	153.25
100-4220-63590	Printing & Publications	479.30
100-4312-62210	Equipment Maint & Repa..	2,043.57
100-4312-62990	Misc. Operating Expense	5.33
100-4312-63030	Contracts Expense	7,654.00
100-4315-62010	Office Supplies	13.49
100-4510-62230	Building Maint & Repair	50.50
100-4510-63033	Music in the Park	321.00
100-4670-64530	Public Safety Grant Expe...	170.54
230-4840-63150	Canine Unit Expense	80.00
620-4840-62010	Office Supplies	31.48
620-4850-62220	Plant Equip Maint & Rep...	965.17
680-4840-62010	Office Supplies	9.00
680-4850-62220	Lift Station and Pond Ma...	222.86
690-4840-62010	Office Supplies	35.98
690-4890-64400	Travel, Conference, Sch...	590.88
Grand Total:		13,268.60

Project Account Summary

Project Account Key	Expense Amount
None	13,268.60
Grand Total:	13,268.60



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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC (AE2S)							
ADVANCED ENGINEERING ...	105353	09/09/2025	620-4890-63110	Consulting Fees	PROF SRVCS - AUG 25 / FILT...		7,418.57
ADVANCED ENGINEERING ...	105441	09/09/2025	565-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - AUG 25 / LEA...		7,630.00
ADVANCED ENGINEERING ...	105552	09/09/2025	550-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - AUG 25 / CO2...		14,681.25
Vendor ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC (AE2S) Total:							29,729.82
Vendor: AMARIL UNIFORM COMPANY							
AMARIL UNIFORM COMPA...	IV283837	09/11/2025	690-4840-62420	Computer Equipment	PPE - MATT NELSON		201.84
AMARIL UNIFORM COMPA...	IV283837	09/11/2025	690-4840-62880	Personal Protective Equipm...	PPE - J STEINBRINK		281.84
AMARIL UNIFORM COMPA...	IV283837	09/11/2025	690-4840-62880	Personal Protective Equipm...	PPE - M STENNES		520.63
Vendor AMARIL UNIFORM COMPANY Total:							1,004.31
Vendor: ARFF SPECIALISTS LLC							
ARFF SPECIALISTS LLC	090525	09/04/2025	100-4220-64400	Travel, Conference, School	ARFF CERTIFICATION - A H...		1,500.00
Vendor ARFF SPECIALISTS LLC Total:							1,500.00
Vendor: AXON ENTERPRISE INC							
AXON ENTERPRISE INC	INUS377212	09/13/2025	100-4210-63320	Training Expense	TASER RECERTIFICATION C...		895.00
Vendor AXON ENTERPRISE INC Total:							895.00
Vendor: BOLTON & MENK INC							
BOLTON & MENK INC	0372594	08/29/2025	680-4890-63110	Consulting Fees	PROF SRVCS - LIFT #9 / WW ...		326.34
Vendor BOLTON & MENK INC Total:							326.34
Vendor: BRIAN MOYER							
BRIAN MOYER	1308	09/10/2025	100-4510-63030	Contracts Expense	TREE & STUMP REMOVAL S...		8,296.50
BRIAN MOYER	1317	09/26/2025	690-4850-62360	Distribution Maint	STUMP REMOVAL SERVICES		855.00
Vendor BRIAN MOYER Total:							9,151.50
Vendor: CENTRAL MCGOWAN INC							
CENTRAL MCGOWAN INC	0001050339	09/15/2025	620-4840-62160	Chemicals	CHEMICALS		2,735.00
Vendor CENTRAL MCGOWAN INC Total:							2,735.00
Vendor: CIVICPLUS LLC							
CIVICPLUS LLC	350541	09/17/2025	100-4192-63020	Computer Maintenance & li...	ARCHIVE SOCIAL ANNUAL S...		3,608.01
Vendor CIVICPLUS LLC Total:							3,608.01
Vendor: CODE 4 SERVICES INC							
CODE 4 SERVICES INC	11052	09/26/2025	100-4670-64530	Public Safety Grant Expenses	LIGHTS / SIREN PACKAGE - ...		3,151.64
Vendor CODE 4 SERVICES INC Total:							3,151.64

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: COUNTRY INN & SUITES ST CLOUD							
COUNTRY INN & SUITES ST ...	1005326272	09/12/2025	100-4210-63320	Training Expense	LODGING - M BRUGGEMAN...		124.16
Vendor COUNTRY INN & SUITES ST CLOUD Total:							124.16
Vendor: DEREK NEISEN							
DEREK NEISEN	REIMB 09 15 25	09/15/2025	100-4220-62880	Personal Protective Equipm...	REIMBURSE - WORK BOOT ...		139.99
Vendor DEREK NEISEN Total:							139.99
Vendor: DLT SOLUTIONS LLC							
DLT SOLUTIONS LLC	5345418A	09/19/2025	100-4240-63020	Computer Maintenance & li...	AUTOCAD RENEWAL		3,496.99
DLT SOLUTIONS LLC	5345418A	09/19/2025	100-4560-63030	Contracts Expense	AUTOCAD RENEWAL		1,345.75
DLT SOLUTIONS LLC	5345418A	09/19/2025	690-4890-63020	Computer Maintenance & li...	AUTOCAD RENEWAL		1,345.75
Vendor DLT SOLUTIONS LLC Total:							6,188.49
Vendor: ENNIS-FLINT INC							
ENNIS-FLINT INC	292934	09/03/2025	680-4840-62400	Small Tools and Minor Equip	MANHOLE ADJUSTOR RING ...		948.89
Vendor ENNIS-FLINT INC Total:							948.89
Vendor: ESRI							
ESRI	900099525	09/19/2025	100-4192-63020	Computer Maintenance & li...	2026 ESRI ANNUAL CONTR...		20,842.00
ESRI	900099525	09/19/2025	100-4650-63020	Computer Maintenance & li...	2026 ESRI ANNUAL CONTR...		3,481.00
ESRI	900099525	09/19/2025	620-4890-63020	Computer Maintenance & li...	2026 ESRI ANNUAL CONTR...		1,735.00
ESRI	900099525	09/19/2025	680-4890-63020	Computer Maintenance & li...	2026 ESRI ANNUAL CONTR...		1,735.00
ESRI	900099525	09/19/2025	690-4890-63020	Computer Maintenance & li...	2026 ESRI ANNUAL CONTR...		3,470.00
Vendor ESRI Total:							31,263.00
Vendor: FASTENAL COMPANY							
FASTENAL COMPANY	MNROS137363	08/13/2025	100-4312-62260	Signs-Brooms-Paint	NUTS / BOLTS / WASHERS - ...		61.43
FASTENAL COMPANY	MNROS137367	08/14/2025	100-4312-62260	Signs-Brooms-Paint	BOLTS / WASHERS		30.73
FASTENAL COMPANY	MNROS137407	08/18/2025	100-4312-62990	Misc. Operating Expense	DRILL BIT		1.13
FASTENAL COMPANY	MNROS137436	08/20/2025	620-4850-62220	Plant Equip Maint & Repair	WASH WATER RECOVERY P...		1,044.44
FASTENAL COMPANY	MNROS137458	08/22/2025	100-4312-62260	Signs-Brooms-Paint	BOLTS - SIGNS		113.28
FASTENAL COMPANY	MNROS137507	08/26/2025	100-4312-62990	Misc. Operating Expense	CABLE TIES		27.28
FASTENAL COMPANY	MNROS137507	08/26/2025	100-4510-62990	Misc. Operating Expense	CABLE TIES		27.28
FASTENAL COMPANY	MNROS137508	08/26/2025	100-4312-62990	Misc. Operating Expense	CABLE TIES		11.71
FASTENAL COMPANY	MNROS137539	08/29/2025	100-4312-62260	Signs-Brooms-Paint	HARDWARE		38.16
FASTENAL COMPANY	MNROS137597	09/05/2025	620-4840-62990	Misc. Operating Expense	WTP PPE		189.47
Vendor FASTENAL COMPANY Total:							1,544.91
Vendor: F-M FORKLIFT SALES & SRVC INC							
F-M FORKLIFT SALES & SRVC...	10336537	09/11/2025	620-4850-62210	Equipment Maint & Repair	WTP FORKLIFT REPAIR		340.20
Vendor F-M FORKLIFT SALES & SRVC INC Total:							340.20
Vendor: GALLS LLC							
GALLS LLC	032662293	09/26/2025	100-4210-62880	Personal Protective Equipm...	HANDCUFF CASE		46.99
Vendor GALLS LLC Total:							46.99
Vendor: GUARDIAN PEST SOLUTIONS INC							
GUARDIAN PEST SOLUTIONS..	2695473	09/17/2025	690-4890-63030	Contracts Expense	SEP 2025 - RODENT CONTR...		55.00

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
GUARDIAN PEST SOLUTIONS..	2698603	09/17/2025	100-4194-63030	Contracts Expense	SEP 2025 - RODENT CONTR...		55.00
Vendor GUARDIAN PEST SOLUTIONS INC Total:							110.00
Vendor: HACH COMPANY							
HACH COMPANY	14662854	09/09/2025	620-4840-62170	Field Supplies	LAB SUPPLIES		268.00
HACH COMPANY	14689985	09/26/2025	620-4840-62170	Field Supplies	LAB SUPPLIES		294.73
Vendor HACH COMPANY Total:							562.73
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH...	1200754839	09/05/2025	515-4680-65920	Work in Process - Eng/Arch...	PROF SRVCS - AUG 2025 / C...		6,378.89
Vendor HDR ENGINEERING INC - CHICAGO Total:							6,378.89
Vendor: HUGOS #7							
HUGOS #7	00027	08/19/2025	100-4110-64400	Travel, Conference, School	MEALS - COMMITTEE OF TH...		188.79
HUGOS #7	0009	08/10/2025	620-4840-62990	Misc. Operating Expense	BOTTLED WATERS - WATER...		15.16
HUGOS #7	0011 & 0120	08/05/2025	100-4210-62990	Misc. Operating Expense	NIGHT TO UNITE / I C / ROO...		105.40
HUGOS #7	0011 & 0120	08/05/2025	100-4210-62990	Misc. Operating Expense	NIGHT TO UNITE - LEMONA...		11.37
HUGOS #7	0041	08/05/2025	100-4210-62990	Misc. Operating Expense	NIGHT TO UNITE - LEMONA...		37.90
HUGOS #7	0049	08/08/2025	620-4840-62990	Misc. Operating Expense	BOTTLED WATERS - WATER...		15.16
Vendor HUGOS #7 Total:							373.78
Vendor: INTEGRATED PROCESS SOLUTIONS INC							
INTEGRATED PROCESS SOL...	SI003129	09/17/2025	620-4850-62220	Plant Equip Maint & Repair	SWITCH - AIRPORT RESERVO...		1,500.00
Vendor INTEGRATED PROCESS SOLUTIONS INC Total:							1,500.00
Vendor: JAMES NELSON							
JAMES NELSON	REIMB 09 11 25	09/11/2025	690-4840-62990	Misc. Operating Expense	REIMBURSE - SAFETY TOED ...		100.00
Vendor JAMES NELSON Total:							100.00
Vendor: JOANNE OLSON							
JOANNE OLSON	REIMB 09 30 25	09/30/2025	100-4150-64400	Travel, Conference, School	REIMBURSE - MILEAGE EXP...		109.48
Vendor JOANNE OLSON Total:							109.48
Vendor: JUSTIN C REITMEIER							
JUSTIN C REITMEIER	2213	06/17/2025	100-4312-62240	Department Maint & Repair	STREET CUT - ATLANTIC		8,500.00
JUSTIN C REITMEIER	2226	06/25/2025	100-4312-62240	Department Maint & Repair	ASPHALT PATCHING - KNIG...		3,000.00
JUSTIN C REITMEIER	2302	09/08/2025	620-4890-63030	Contracts Expense	STREET CUT PATCHES		15,750.00
Vendor JUSTIN C REITMEIER Total:							27,250.00
Vendor: LEE PLUMBING & HEATING INC							
LEE PLUMBING & HEATING ...	34623816	09/17/2025	100-4315-62230	Building Maint & Repair	GATE VALVE		60.00
Vendor LEE PLUMBING & HEATING INC Total:							60.00
Vendor: M M U A							
M M U A	67165	10/01/2025	100-4150-64410	Safety Training	4TH QTR SAFETY PROGRAM		461.01
M M U A	67165	10/01/2025	100-4194-64410	Safety Training	4TH QTR SAFETY PROGRAM		76.84
M M U A	67165	10/01/2025	100-4210-64410	Safety Training	4TH QTR SAFETY PROGRAM		1,459.91
M M U A	67165	10/01/2025	100-4220-64410	Safety Training	4TH QTR SAFETY PROGRAM		537.86
M M U A	67165	10/01/2025	100-4240-64410	Safety Training	4TH QTR SAFETY PROGRAM		76.84
M M U A	67165	10/01/2025	100-4312-64410	Safety Training	4TH QTR SAFETY PROGRAM		537.85

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
M M U A	67165	10/01/2025	100-4315-64410	Safety Training	4TH QTR SAFETY PROGRAM		537.85
M M U A	67165	10/01/2025	100-4510-64410	Safety Training	4TH QTR SAFETY PROGRAM		384.18
M M U A	67165	10/01/2025	100-4650-64410	Safety Training	4TH QTR SAFETY PROGRAM		230.50
M M U A	67165	10/01/2025	100-4660-64410	Safety Training	4TH QTR SAFETY PROGRAM		76.84
M M U A	67165	10/01/2025	610-4890-64410	Safety Training	4TH QTR SAFETY PROGRAM		461.03
M M U A	67165	10/01/2025	620-4890-64410	Safety Training	4TH QTR SAFETY PROGRAM		307.35
M M U A	67165	10/01/2025	660-24000	Clearing Account	4TH QTR SAFETY PROGRAM		307.35
M M U A	67165	10/01/2025	680-4890-64410	Safety Training	4TH QTR SAFETY PROGRAM		307.35
M M U A	67165	10/01/2025	690-4890-64410	Safety Training	4TH QTR SAFETY PROGRAM		1,306.24
M M U A	67165	10/01/2025	690-4890-64410	Safety Training	4TH QTR JOB & TRAINING S...		1,833.75
Vendor M M U A Total:							8,902.75
Vendor: MARK BRUGGEMAN							
MARK BRUGGEMAN	REIMB 09 15 25	09/15/2025	100-4210-62120	Gas-Oil-Lube	REIMBURSE - MILEAGE / EV...		323.40
MARK BRUGGEMAN	REIMB 09 15 25	09/15/2025	100-4210-63320	Training Expense	REIMBURSE - MEALS / EVOC...		18.74
Vendor MARK BRUGGEMAN Total:							342.14
Vendor: MHSRC/RANGE							
MHSRC/RANGE	33799-12167	09/17/2025	100-4210-63320	Training Expense	EVOC CLASS FEE - M BRUG...		535.00
Vendor MHSRC/RANGE Total:							535.00
Vendor: MIKES AUTOMOTIVE CENTER INC							
MIKES AUTOMOTIVE CENTE...	009105	09/10/2025	100-4312-62210	Equipment Maint & Repair	TIRE REPAIR		101.00
Vendor MIKES AUTOMOTIVE CENTER INC Total:							101.00
Vendor: MN DPT OF PUBLIC SAFETY							
MN DPT OF PUBLIC SAFETY	56711500612024 M-148775	09/30/2025	690-4850-62350	Power Plant/Dam Maint	HAZARDOUS CHEMICAL INV...		25.00
Vendor MN DPT OF PUBLIC SAFETY Total:							25.00
Vendor: MN DPT OF TRANSPORTATION							
MN DPT OF TRANSPORTATI...	00000890467	09/19/2025	100-4312-63030	Contracts Expense	2025 PAVEMENT STRIPING		6,611.19
MN DPT OF TRANSPORTATI...	P00020474	09/12/2025	505-4680-65900	Work in Process-Constructi...	MATERIAL TESTING - ST IMP...		784.01
Vendor MN DPT OF TRANSPORTATION Total:							7,395.20
Vendor: NORTH SHORE ANALYTICAL INC							
NORTH SHORE ANALYTICAL ...	15110-SEP 25	09/17/2025	680-4840-62170	Field Supplies	LAB ANALYSIS - WW SAMPL...		125.00
Vendor NORTH SHORE ANALYTICAL INC Total:							125.00
Vendor: QUALITY FARM SUPPLY INC							
QUALITY FARM SUPPLY INC	138431	09/09/2025	100-4510-62240	Department Maint & Repair	24D CHEMICAL		136.39
QUALITY FARM SUPPLY INC	138587	09/29/2025	100-4510-62240	Department Maint & Repair	24D CHEMICAL		272.78
Vendor QUALITY FARM SUPPLY INC Total:							409.17
Vendor: QUALITY SPRAY FOAM LLC							
QUALITY SPRAY FOAM LLC	1959	09/30/2025	670-4890-63030	Contracts Expense	STORM SEWER - PINE & BIR...		7,360.00
Vendor QUALITY SPRAY FOAM LLC Total:							7,360.00

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: RAMPART AUDIT LLC							
RAMPART AUDIT LLC	02509010	09/18/2025	100-4210-62990	Misc. Operating Expense	BODY CAM AUDIT		2,539.40
Vendor RAMPART AUDIT LLC Total:							2,539.40
Vendor: RICHARD BAKER							
RICHARD BAKER	REIMB 09 12 25	09/18/2025	100-4660-64400	Travel, Conference, School	REIMBURSE - MILEAGE / CV...		113.40
Vendor RICHARD BAKER Total:							113.40
Vendor: ROBERTSON ANSCHUTZ SCHNEID & CRANE & LLC							
ROBERTSON ANSCHUTZ SC...	14854	09/15/2025	100-4210-62990	Misc. Operating Expense	SUBPOENA REQUEST		5.75
Vendor ROBERTSON ANSCHUTZ SCHNEID & CRANE & LLC Total:							5.75
Vendor: SANFORD HEALTH OCCUPATIONAL MEDICINE							
SANFORD HEALTH OCCUPAT..	847117	06/30/2025	100-4210-62990	Misc. Operating Expense	PHYSICAL - S ANDERSON		201.00
Vendor SANFORD HEALTH OCCUPATIONAL MEDICINE Total:							201.00
Vendor: SCOTT WALKER							
SCOTT WALKER	REIMB 09 26 25	09/26/2025	100-4220-62880	Personal Protective Equipm...	REIMBURSE - WORK BOOT ...		125.99
Vendor SCOTT WALKER Total:							125.99
Vendor: SIGN SOLUTIONS USA							
SIGN SOLUTIONS USA	419229	09/12/2025	505-4680-65900	Work in Process-Constructi...	STREET SIGNS - FEDERAL A		589.51
SIGN SOLUTIONS USA	419401	09/19/2025	505-4680-65900	Work in Process-Constructi...	STREET SIGNS		3,725.78
Vendor SIGN SOLUTIONS USA Total:							4,315.29
Vendor: SJOBERG'S CABLE TV							
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	100-4192-63020	Computer Maintenance & li...	OCT 2025 - MONTHLY CHA...		81.90
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	100-4192-63020	Computer Maintenance & li...	OCT 2025 - MONTHLY CHA...		225.00
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	100-4220-63020	Computer Maintenance & li...	OCT 2025 - MONTHLY CHA...		50.00
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	100-4312-63020	Computer Maintenance & li...	OCT 2025 - MONTHLY CHA...		56.95
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	100-4510-63210	Communication Expense	OCT 2025 - MONTHLY CHA...		104.50
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	100-4560-63210	Communication Expense	OCT 2025 - MONTHLY CHA...		40.39
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	610-4890-63020	Computer Maintenance & li...	OCT 2025 - MONTHLY CHA...		56.95
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	620-4830-63210	Communication Expense	OCT 2025 - MONTHLY CHA...		85.50
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	620-4830-63210	Communication Expense	OCT 2025 - MONTHLY CHA...		25.84
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	620-4890-63020	Computer Maintenance & li...	OCT 2025 - MONTHLY CHA...		49.95
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	680-4830-63210	Communication Expense	OCT 2025 - MONTHLY CHA...		475.00
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	690-4830-63210	Communication Expense	OCT 2025 - MONTHLY CHA...		142.50
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	690-4830-63210	Communication Expense	OCT 2025 - MONTHLY CHA...		142.50
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	690-4830-63210	Communication Expense	OCT 2025 - MONTHLY CHA...		34.90
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	690-4890-63020	Computer Maintenance & li...	OCT 2025 - MONTHLY CHA...		225.00
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	690-4890-63020	Computer Maintenance & li...	OCT 2025 - MONTHLY CHA...		49.95
SJOBERG'S CABLE TV	OCT 2025	10/01/2025	690-4890-63020	Computer Maintenance & li...	OCT 2025 - MONTHLY CHA...		42.95
Vendor SJOBERG'S CABLE TV Total:							1,889.78
Vendor: ST HILAIRE SUPPLY COMPANY							
ST HILAIRE SUPPLY COMPA...	439930	09/10/2025	690-4850-62350	Power Plant/Dam Maint	PASTE SOLDER - NORDBERG		39.42

Council Approval Register

Packet: APPKT01552 - 10/07/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
ST HILAIRE SUPPLY COMPA...	440548	09/19/2025	620-4850-62220	Plant Equip Maint & Repair	TURBIDITY METER REPAIR		62.57
Vendor ST HILAIRE SUPPLY COMPANY Total:							101.99
Vendor: STATION 59							
STATION 59	1016392	08/21/2025	100-4210-62990	Misc. Operating Expense	20 ADDITIONAL CAR WASH...		220.00
Vendor STATION 59 Total:							220.00
Vendor: STEVEN O KVASAGER							
STEVEN O KVASAGER	002687	09/24/2025	690-4890-63030	Contracts Expense	OCT 2025 - FIRE ALARM M...		19.50
STEVEN O KVASAGER	002688	09/24/2025	690-4850-62350	Power Plant/Dam Maint	OCT 2025 - FIRE ALARM M...		19.50
Vendor STEVEN O KVASAGER Total:							39.00
Vendor: TEAM LABORATORY CHEMICAL LLC							
TEAM LABORATORY CHEMI...	INV0048776	09/24/2025	680-4840-62160	Chemicals	PRE-TREATMENT CHEMICAL...		6,140.00
Vendor TEAM LABORATORY CHEMICAL LLC Total:							6,140.00
Vendor: TEREX CORPORATION USA LLC							
TEREX CORPORATION USA L...	7586347	09/20/2025	690-4850-62210	Equipment Maint & Repair	ANNUAL INSPECTION #102		1,469.75
TEREX CORPORATION USA L...	7586348	09/20/2025	690-4850-62210	Equipment Maint & Repair	ANNUAL INSPECTION #110		1,460.19
TEREX CORPORATION USA L...	7586349	09/20/2025	690-4850-62210	Equipment Maint & Repair	ANNUAL INSPECTION #111		1,452.00
Vendor TEREX CORPORATION USA LLC Total:							4,381.94
Vendor: THIEF RIVER AUTOMOTIVE LLC							
THIEF RIVER AUTOMOTIVE L...	INV# TR14751	09/19/2025	690-4850-62210	Equipment Maint & Repair	JET KIT - #111 REPAIRS		17.34
THIEF RIVER AUTOMOTIVE L...	SO# TR117954	08/28/2025	100-4210-62210	Equipment Maint & Repair	BRAKES / ROTORS - 2023 IN...		701.50
THIEF RIVER AUTOMOTIVE L...	SO# TR118054	09/03/2025	100-4210-62120	Gas-Oil-Lube	OIL CHANGE - 2023 INTERC...		76.22
THIEF RIVER AUTOMOTIVE L...	SO# TR118088	09/04/2025	100-4210-62120	Gas-Oil-Lube	OIL CHANGE - 2025 INTERC...		76.22
Vendor THIEF RIVER AUTOMOTIVE LLC Total:							871.28
Vendor: THYGESON CONSTRUCTION							
THYGESON CONSTRUCTION	09 13 25	09/13/2025	100-4312-62280	Salt & Gravel Expense	CLASS 5 GRAVEL		880.00
THYGESON CONSTRUCTION	09 20 25	09/20/2025	100-4312-62280	Salt & Gravel Expense	GRAVEL - STREET CUTS		3,993.00
Vendor THYGESON CONSTRUCTION Total:							4,873.00
Vendor: TOWNSEND PRICING INC							
TOWNSEND PRICING INC	0491265-IN	09/16/2025	100-4315-62590	Misc. Mdse for Resale	CUSTOM GARBAGE LABELS		614.88
Vendor TOWNSEND PRICING INC Total:							614.88
Vendor: TROY MERCIL CONSTRUCTION LLC							
TROY MERCIL CONSTRUCTI...	966	09/11/2025	820-4890-63030	Contracts Expense	OPEN/CLOSE FEE - JANET P...		800.00
TROY MERCIL CONSTRUCTI...	968	09/19/2025	820-4890-63030	Contracts Expense	OPEN/CLOSE FEE - HAROLD...		800.00
Vendor TROY MERCIL CONSTRUCTION LLC Total:							1,600.00
Vendor: WADE ALLEN COTA							
WADE ALLEN COTA	90748	09/09/2024	100-4240-63030	Contracts Expense	GRASS MOWING SERVICES		264.00
Vendor WADE ALLEN COTA Total:							264.00
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	534	08/31/2025	100-4315-63030	Contracts Expense	AUG 2025 - GARBAGE TIPPI...		27,048.94
Vendor WASTE MASTERS LLC Total:							27,048.94

Council Approval Register

Packet: APPKT01552 - 10/07/25 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: WAYDE JENSEN							
WAYDE JENSEN	REIMB 09 09 25	09/09/2025	100-4210-62120	Gas-Oil-Lube	REIMBURSE - GAS / K9 CERT...		30.66
WAYDE JENSEN	REIMB 09 09 25	09/09/2025	100-4210-63320	Training Expense	REIMBURSE - MEAL / K9 CE...		22.33
Vendor WAYDE JENSEN Total:							52.99
Vendor: WIKSTROM TELECOM - INTERNET							
WIKSTROM TELECOM - INT...	09 01 25	09/01/2025	100-4220-63020	Computer Maintenance & li...	WIRELESS NETWORK		380.00
WIKSTROM TELECOM - INT...	09 01 25	09/01/2025	100-4312-62420	Computer Equipment	WIRELESS NETWORK		816.13
WIKSTROM TELECOM - INT...	09 01 25	09/01/2025	100-4510-62420	Computer Equipment	WIRELESS NETWORK		816.13
WIKSTROM TELECOM - INT...	09 01 25	09/01/2025	610-4840-62420	Computer Equipment	WIRELESS NETWORK		590.19
WIKSTROM TELECOM - INT...	09 01 25	09/01/2025	690-4840-62420	Computer Equipment	WIRELESS NETWORK		545.07
Vendor WIKSTROM TELECOM - INTERNET Total:							3,147.52
Vendor: ZAVORAL & SONS INC							
ZAVORAL & SONS INC	8081	09/17/2025	100-4312-62240	Department Maint & Repair	LOADS OF HOT MIX		6,021.90
Vendor ZAVORAL & SONS INC Total:							6,021.90
Grand Total:							218,906.44

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	117,191.34
505 - 2024 ST AND UTILITY PROJECT	5,099.30
515 - CHIEFS COULEE	6,378.89
550 - 2025 CO2 TANK REPLACEMENT	14,681.25
565 - LEAD & GALVANIZED SERVICE LINE PROJECT	7,630.00
610 - LIQUOR DISPENSARY	1,108.17
620 - WATER UTILITY FUND	31,836.94
660 - AIRPORT FUND	307.35
670 - STORM WATER UTILITY FUND	7,360.00
680 - WASTEWATER UTILITY FUND	10,057.58
690 - ELECTRIC UTILITY FUND	15,655.62
820 - GREENWOOD CEMETERY FUND	1,600.00
Grand Total:	218,906.44

Account Summary

Account Number	Account Name	Expense Amount
100-4110-64400	Travel, Conference, Sch...	188.79
100-4150-64400	Travel, Conference, Sch...	109.48
100-4150-64410	Safety Training	461.01
100-4192-63020	Computer Maintenance...	24,756.91
100-4194-63030	Contracts Expense	55.00
100-4194-64410	Safety Training	76.84
100-4210-62120	Gas-Oil-Lube	506.50
100-4210-62210	Equipment Maint & Repa..	701.50
100-4210-62880	Personal Protective Equi...	46.99
100-4210-62990	Misc. Operating Expense	3,120.82
100-4210-63320	Training Expense	1,595.23
100-4210-64410	Safety Training	1,459.91
100-4220-62880	Personal Protective Equi...	265.98
100-4220-63020	Computer Maintenance...	430.00
100-4220-64400	Travel, Conference, Sch...	1,500.00
100-4220-64410	Safety Training	537.86
100-4240-63020	Computer Maintenance...	3,496.99
100-4240-63030	Contracts Expense	264.00
100-4240-64410	Safety Training	76.84
100-4312-62210	Equipment Maint & Repa..	101.00
100-4312-62240	Department Maint & Re...	17,521.90
100-4312-62260	Signs-Brooms-Paint	243.60
100-4312-62280	Salt & Gravel Expense	4,873.00
100-4312-62420	Computer Equipment	816.13
100-4312-62990	Misc. Operating Expense	40.12
100-4312-63020	Computer Maintenance...	56.95

Account Summary

Account Number	Account Name	Expense Amount
100-4312-63030	Contracts Expense	6,611.19
100-4312-64410	Safety Training	537.85
100-4315-62230	Building Maint & Repair	60.00
100-4315-62590	Misc. Mdse for Resale	614.88
100-4315-63030	Contracts Expense	27,048.94
100-4315-64410	Safety Training	537.85
100-4510-62240	Department Maint & Re...	409.17
100-4510-62420	Computer Equipment	816.13
100-4510-62990	Misc. Operating Expense	27.28
100-4510-63030	Contracts Expense	8,296.50
100-4510-63210	Communication Expense	104.50
100-4510-64410	Safety Training	384.18
100-4560-63030	Contracts Expense	1,345.75
100-4560-63210	Communication Expense	40.39
100-4650-63020	Computer Maintenance...	3,481.00
100-4650-64410	Safety Training	230.50
100-4660-64400	Travel, Conference, Sch...	113.40
100-4660-64410	Safety Training	76.84
100-4670-64530	Public Safety Grant Expe...	3,151.64
505-4680-65900	Work in Process-Constru...	5,099.30
515-4680-65920	Work in Process - Eng/Ar...	6,378.89
550-4680-65920	Work in Process - Eng/Ar...	14,681.25
565-4680-65920	Work in Process - Eng/Ar...	7,630.00
610-4840-62420	Computer Equipment	590.19
610-4890-63020	Computer Maintenance...	56.95
610-4890-64410	Safety Training	461.03
620-4830-63210	Communication Expense	111.34
620-4840-62160	Chemicals	2,735.00
620-4840-62170	Field Supplies	562.73
620-4840-62990	Misc. Operating Expense	219.79
620-4850-62210	Equipment Maint & Repa..	340.20
620-4850-62220	Plant Equip Maint & Rep...	2,607.01
620-4890-63020	Computer Maintenance...	1,784.95
620-4890-63030	Contracts Expense	15,750.00
620-4890-63110	Consulting Fees	7,418.57
620-4890-64410	Safety Training	307.35
660-24000	Clearing Account	307.35
670-4890-63030	Contracts Expense	7,360.00
680-4830-63210	Communication Expense	475.00
680-4840-62160	Chemicals	6,140.00
680-4840-62170	Field Supplies	125.00
680-4840-62400	Small Tools and Minor E...	948.89

Account Summary

Account Number	Account Name	Expense Amount
680-4890-63020	Computer Maintenance...	1,735.00
680-4890-63110	Consulting Fees	326.34
680-4890-64410	Safety Training	307.35
690-4830-63210	Communication Expense	319.90
690-4840-62420	Computer Equipment	746.91
690-4840-62880	Personal Protective Equi...	802.47
690-4840-62990	Misc. Operating Expense	100.00
690-4850-62210	Equipment Maint & Repa..	4,399.28
690-4850-62350	Power Plant/Dam Maint	83.92
690-4850-62360	Distribution Maint	855.00
690-4890-63020	Computer Maintenance...	5,133.65
690-4890-63030	Contracts Expense	74.50
690-4890-64410	Safety Training	3,139.99
820-4890-63030	Contracts Expense	1,600.00
Grand Total:		218,906.44

Project Account Summary

Project Account Key	Expense Amount
None	218,906.44
Grand Total:	218,906.44



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01550 - 09/30/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: CAPITAL ONE							
CAPITAL ONE	1665127614	09/19/2025	100-4194-62990	Misc. Operating Expense	WALMART CHARGES - CLEA...		95.97
CAPITAL ONE	1665127614	09/19/2025	100-4510-62990	Misc. Operating Expense	WALMART CHARGES - TOIL...		22.96
CAPITAL ONE	1665127614	09/19/2025	100-4550-62990	Misc. Operating Expense	WALMART CHARGES - PAPE...		55.64
CAPITAL ONE	1665127614	09/19/2025	100-4560-62990	Misc. Operating Expense	WALMART CHARGES - TOIL...		29.21
Vendor CAPITAL ONE Total:							203.78
Vendor: UNITED STATES TREASURY							
UNITED STATES TREASURY	CP220	09/29/2025	100-4150-62990	Misc. Operating Expense	41-6005572 MARCH 31, 2...		372.62
Vendor UNITED STATES TREASURY Total:							372.62
Vendor: VERIZON WIRELESS #786782900							
VERIZON WIRELESS #78678...	6124123615	09/21/2025	100-4110-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		336.36
VERIZON WIRELESS #78678...	6124123615	09/21/2025	100-4150-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		174.27
VERIZON WIRELESS #78678...	6124123615	09/21/2025	100-4194-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		41.42
VERIZON WIRELESS #78678...	6124123615	09/21/2025	100-4210-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		704.14
VERIZON WIRELESS #78678...	6124123615	09/21/2025	100-4510-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		82.84
VERIZON WIRELESS #78678...	6124123615	09/21/2025	100-4650-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		41.42
VERIZON WIRELESS #78678...	6124123615	09/21/2025	100-4660-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		41.42
VERIZON WIRELESS #78678...	6124123615	09/21/2025	610-4830-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		41.69
VERIZON WIRELESS #78678...	6124123615	09/21/2025	620-4830-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		122.85
VERIZON WIRELESS #78678...	6124123615	09/21/2025	650-4830-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		41.42
VERIZON WIRELESS #78678...	6124123615	09/21/2025	680-4830-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		41.42
VERIZON WIRELESS #78678...	6124123615	09/21/2025	690-4830-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		165.68
VERIZON WIRELESS #78678...	6124123615	09/21/2025	820-4830-63210	Communication Expense	SEP/OCT 2025 - WIRELESS ...		41.42
Vendor VERIZON WIRELESS #786782900 Total:							1,876.35
Grand Total:							2,452.75

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	1,998.27
610 - LIQUOR DISPENSARY	41.69
620 - WATER UTILITY FUND	122.85
650 - TOURIST PARK - OAK VIEW GROUP	41.42
680 - WASTEWATER UTILITY FUND	41.42
690 - ELECTRIC UTILITY FUND	165.68
820 - GREENWOOD CEMETERY FUND	41.42
Grand Total:	2,452.75

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63210	Communication Expense	336.36
100-4150-62990	Misc. Operating Expense	372.62
100-4150-63210	Communication Expense	174.27
100-4194-62990	Misc. Operating Expense	95.97
100-4194-63210	Communication Expense	41.42
100-4210-63210	Communication Expense	704.14
100-4510-62990	Misc. Operating Expense	22.96
100-4510-63210	Communication Expense	82.84
100-4550-62990	Misc. Operating Expense	55.64
100-4560-62990	Misc. Operating Expense	29.21
100-4650-63210	Communication Expense	41.42
100-4660-63210	Communication Expense	41.42
610-4830-63210	Communication Expense	41.69
620-4830-63210	Communication Expense	122.85
650-4830-63210	Communication Expense	41.42
680-4830-63210	Communication Expense	41.42
690-4830-63210	Communication Expense	165.68
820-4830-63210	Communication Expense	41.42
Grand Total:		2,452.75

Project Account Summary

Project Account Key	Expense Amount
None	2,452.75
Grand Total:	2,452.75



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01535 - 09/15/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MATHISON MOTORS							
MATHISON MOTORS	STOCK #25370	09/15/2025	100-4670-64530	Public Safety Grant Expenses	2020 CHEVROLET TAHOE - ...		28,800.32
						Vendor MATHISON MOTORS Total:	28,800.32
						Grand Total:	28,800.32

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	28,800.32
Grand Total:	28,800.32

Account Summary

Account Number	Account Name	Expense Amount
100-4670-64530	Public Safety Grant Expe...	28,800.32
Grand Total:		28,800.32

Project Account Summary

Project Account Key	Expense Amount
None	28,800.32
Grand Total:	28,800.32



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01536 - 09/16/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	100-4210-62010	Office Supplies	1ST HALFSEP 2025 - OFFICE ...		245.51
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	100-4210-62020	Computer Supplies	1ST HALFSEP 2025 - IPAD C...		118.99
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	100-4210-62400	Small Tools and Minor Equip	1ST HALF SEP 2025 - SECURI...		254.79
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	100-4220-62210	Equipment Maint & Repair	1ST HALFSEP 2025 - REFLEC...		29.95
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	100-4220-62400	Small Tools and Minor Equip	1ST HALF SEP 2025 - OVERL...		640.88
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	100-4220-62990	Misc. Operating Expense	1ST HALFSEP 2025 - OFFICE ...		-3.18
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	100-4220-62990	Misc. Operating Expense	1ST HALFSEP 2025 - OFFICE ...		13.29
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	100-4312-62990	Misc. Operating Expense	1ST HALFSEP 2025 - DRILL C...		105.24
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	565-4680-65900	Work in Process-Constructi...	1ST HALFSEP 2025 - FILTERS...		1,090.80
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	620-4840-62990	Misc. Operating Expense	1ST HALFSEP 2025 - LUBE / L...		226.79
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	690-4840-62990	Misc. Operating Expense	1ST HALFSEP 2025 - HOSE R...		51.99
AMAZON CAPITAL SERVICES ..	1ST HALF SEP 2025	09/03/2025	690-4850-62360	Distribution Maint	1ST HALFSEP 2025 - LED DR...		79.99
Vendor AMAZON CAPITAL SERVICES INC Total:							2,855.04
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC P...	AUG 2025 - LQR	09/02/2025	610-4890-63060	Credit Card Fees	AUG 2025 - CREDIT CARD F...		10,013.05
Vendor BANKCARD ELECTRONIC PYMTS INC Total:							10,013.05
Vendor: CORDELL MEDINA							
CORDELL MEDINA	09 18 25 - BAL	09/16/2025	100-4510-53636	Reimbursement - Music in t...	09/18/25 GAZEBO ENTERTA...		2,000.00
Vendor CORDELL MEDINA Total:							2,000.00
Vendor: FARMERS GRAIN LLC							
FARMERS GRAIN LLC	155177	08/28/2025	100-4510-62240	Department Maint & Repair	HERBICIDE		515.25
Vendor FARMERS GRAIN LLC Total:							515.25
Vendor: FARMERS UNION OIL COMPANY							
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	100-4194-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		29.76
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	100-4210-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		440.87
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	100-4240-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		41.04
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	100-4312-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		2,330.29
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	100-4315-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		1,264.13
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	100-4510-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		1,957.48
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	100-4650-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		51.63
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	620-4840-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		546.23
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	670-4840-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		487.58
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	680-4840-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		428.04
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	690-4840-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		1,575.09

Council Approval Register

Packet: APPKT01536 - 09/16/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
FARMERS UNION OIL COM...	AUG 2025	09/16/2025	820-4840-62120	Gas-Oil-Lube	AUG 2025 - FUEL PURCHAS...		306.83
Vendor FARMERS UNION OIL COMPANY Total:							9,458.97
Vendor: GARDEN VALLEY TECHNOLOGIES							
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4150-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		407.98
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4150-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		0.14
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4194-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		63.11
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4220-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		104.11
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4240-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		26.99
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4312-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		41.99
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4315-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		41.98
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4510-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		48.99
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4570-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		9.99
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4650-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		110.97
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4660-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		22.00
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4670-64500	Senior Citizen Programs	SEP / OCT 2025 - PHONE CH...		82.22
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	100-4670-64500	Senior Citizen Programs	SEP / OCT 2025 - PHONE CH...		0.97
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	610-4830-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		155.30
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	620-4830-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		197.89
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	630-4830-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		329.97
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	690-4830-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		0.92
GARDEN VALLEY TECHNOL...	101449638	09/10/2025	690-4830-63210	Communication Expense	SEP / OCT 2025 - PHONE CH...		342.23
Vendor GARDEN VALLEY TECHNOLOGIES Total:							1,987.75
Vendor: JOHNSON CONTROLS							
JOHNSON CONTROLS	1-136325034882	08/26/2025	620-4850-62210	Equipment Maint & Repair	HVAC REPAIR		387.55
Vendor JOHNSON CONTROLS Total:							387.55
Vendor: L & M SUPPLY INC							
L & M SUPPLY INC	10009729	08/06/2025	690-4850-62350	Power Plant/Dam Maint	WASP / HORNET / YELLOW ...		28.95
L & M SUPPLY INC	10010944	08/12/2025	690-4850-62360	Distribution Maint	TORQUE SCREWS		59.70
L & M SUPPLY INC	10010976	08/12/2025	100-4210-62990	Misc. Operating Expense	BATTERIES		24.88
L & M SUPPLY INC	10011555	08/14/2025	690-4840-62990	Misc. Operating Expense	TOOL		2.49
L & M SUPPLY INC	10011709	08/15/2025	690-4850-62350	Power Plant/Dam Maint	SEALANT / WASP & HORNET...		45.27
L & M SUPPLY INC	10012864	08/22/2025	690-4840-62880	Personal Protective Equipm...	PPE - S ZAVORAL		224.94
L & M SUPPLY INC	10014179	08/28/2025	690-4850-62350	Power Plant/Dam Maint	CLEANING SUPPLIES		60.42
L & M SUPPLY INC	10032185	08/20/2025	690-4850-62350	Power Plant/Dam Maint	LANDSCAPE ADHESIVE		22.45
L & M SUPPLY INC	10033446	08/28/2025	690-4840-62990	Misc. Operating Expense	COUPLING		4.99
L & M SUPPLY INC	10037264	08/07/2025	100-4510-62240	Department Maint & Repair	CHEMICAL		127.99
L & M SUPPLY INC	10038416	08/12/2025	620-4850-62210	Equipment Maint & Repair	DOUBLE HOOKS - VAN		2.98
L & M SUPPLY INC	10038487	08/13/2025	820-4850-62230	Building Maint & Repair	DRAIN OPENER		7.99
L & M SUPPLY INC	10040276	08/27/2025	820-4850-62230	Building Maint & Repair	DRAIN OPENER		9.99
L & M SUPPLY INC	10041024	08/26/2025	820-4850-62230	Building Maint & Repair	WAX RING		1.99
L & M SUPPLY INC	10041035	08/26/2025	820-4850-62240	Department Maint & Repair	GRASS SEED		16.49

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Packet: APPKT01536 - 09/16/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
L & M SUPPLY INC	10041306	08/27/2025	100-4510-62990	Misc. Operating Expense	FUEL CAN		22.99
Vendor L & M SUPPLY INC Total:							664.51
Vendor: MACQUEEN							
MACQUEEN	W16657	06/13/2025	100-4315-62210	Equipment Maint & Repair	EQUIPMENT REPAIR		3,302.42
Vendor MACQUEEN Total:							3,302.42
Vendor: MARCO TECHNOLOGIES LLC							
MARCO TECHNOLOGIES LLC	563958339	09/01/2025	100-4150-63030	Contracts Expense	SEP 2025 - COPIER CONTRA...		650.23
MARCO TECHNOLOGIES LLC	563958339	09/01/2025	100-4650-63030	Contracts Expense	SEP 2025 - COPIER CONTRA...		468.44
MARCO TECHNOLOGIES LLC	563958339	09/01/2025	690-4890-63030	Contracts Expense	SEP 2025 - COPIER CONTRA...		153.02
Vendor MARCO TECHNOLOGIES LLC Total:							1,271.69
Vendor: MN ENERGY RESOURCES #0502295320-00003							
MN ENERGY RESOURCES #0...	5618216164	09/05/2025	100-4220-63890	Utilities Expense	AUG 2025 - GAS METER RE...		47.00
MN ENERGY RESOURCES #0...	5618216164	09/05/2025	100-4550-63890	Utilities Expense	AUG 2025 - GAS METER RE...		54.17
MN ENERGY RESOURCES #0...	5618216164	09/05/2025	100-4560-63890	Utilities Expense	AUG 2025 - GAS METER RE...		52.48
MN ENERGY RESOURCES #0...	5618216164	09/05/2025	100-4570-63890	Utilities Expense	AUG 2025 - GAS METER RE...		50.23
MN ENERGY RESOURCES #0...	5618216164	09/05/2025	680-4830-63890	Utilities Expense	AUG 2025 - GAS METER RE...		21.38
Vendor MN ENERGY RESOURCES #0502295320-00003 Total:							225.26
Vendor: MN ENERGY RESOURCES #0503307772-00007							
MN ENERGY RESOURCES #0...	5621989165	09/09/2025	100-4194-63890	Utilities Expense	AUG 2025 - GAS METER RE...		21.38
Vendor MN ENERGY RESOURCES #0503307772-00007 Total:							21.38
Vendor: MN ENERGY RESOURCES #0740731585-00002							
MN ENERGY RESOURCES #0...	5620073517	09/08/2025	100-4670-64500	Senior Citizen Programs	AUG 2025 - GAS METER RE...		50.28
Vendor MN ENERGY RESOURCES #0740731585-00002 Total:							50.28
Vendor: NORTHERN MUNICIPAL POWER AGENCY							
NORTHERN MUNICIPAL PO...	AUG 2025	09/15/2025	690-4810-68400	Purchased Power	AUG 2025 - DE & ENERGY		1,066,116.17
Vendor NORTHERN MUNICIPAL POWER AGENCY Total:							1,066,116.17
Vendor: PEPSI BEVERAGES COMPANY							
PEPSI BEVERAGES COMPANY	34192006	08/28/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		451.80
Vendor PEPSI BEVERAGES COMPANY Total:							451.80
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I...	AUG 2025	08/31/2025	680-4830-63890	Utilities Expense	AUG 2025 - ELECTRIC READ...		142.82
Vendor RED LAKE ELECTRIC COOP INC Total:							142.82
Vendor: VERIZON WIRELESS #486397938							
VERIZON WIRELESS #48639...	6122413813	09/01/2025	100-4210-63210	Communication Expense	SEP 2025 - MONTHLY ACCE...		295.12
Vendor VERIZON WIRELESS #486397938 Total:							295.12
Grand Total:							1,099,759.06

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	16,164.97
565 - LEAD & GALVANIZED SERVICE LINE PROJECT	1,090.80
610 - LIQUOR DISPENSARY	10,620.15
620 - WATER UTILITY FUND	1,361.44
630 - ARENAS - OAK VIEW GROUP	329.97
670 - STORM WATER UTILITY FUND	487.58
680 - WASTEWATER UTILITY FUND	592.24
690 - ELECTRIC UTILITY FUND	1,068,768.62
820 - GREENWOOD CEMETERY FUND	343.29
Grand Total:	1,099,759.06

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63030	Contracts Expense	650.23
100-4150-63210	Communication Expense	408.12
100-4194-62120	Gas-Oil-Lube	29.76
100-4194-63210	Communication Expense	63.11
100-4194-63890	Utilities Expense	21.38
100-4210-62010	Office Supplies	245.51
100-4210-62020	Computer Supplies	118.99
100-4210-62120	Gas-Oil-Lube	440.87
100-4210-62400	Small Tools and Minor E...	254.79
100-4210-62990	Misc. Operating Expense	24.88
100-4210-63210	Communication Expense	295.12
100-4220-62210	Equipment Maint & Repa..	29.95
100-4220-62400	Small Tools and Minor E...	640.88
100-4220-62990	Misc. Operating Expense	10.11
100-4220-63210	Communication Expense	104.11
100-4220-63890	Utilities Expense	47.00
100-4240-62120	Gas-Oil-Lube	41.04
100-4240-63210	Communication Expense	26.99
100-4312-62120	Gas-Oil-Lube	2,330.29
100-4312-62990	Misc. Operating Expense	105.24
100-4312-63210	Communication Expense	41.99
100-4315-62120	Gas-Oil-Lube	1,264.13
100-4315-62210	Equipment Maint & Repa..	3,302.42
100-4315-63210	Communication Expense	41.98
100-4510-53636	Reimbursement - Music in..	2,000.00
100-4510-62120	Gas-Oil-Lube	1,957.48
100-4510-62240	Department Maint & Re...	643.24
100-4510-62990	Misc. Operating Expense	22.99
100-4510-63210	Communication Expense	48.99

Account Summary

Account Number	Account Name	Expense Amount
100-4550-63890	Utilities Expense	54.17
100-4560-63890	Utilities Expense	52.48
100-4570-63210	Communication Expense	9.99
100-4570-63890	Utilities Expense	50.23
100-4650-62120	Gas-Oil-Lube	51.63
100-4650-63030	Contracts Expense	468.44
100-4650-63210	Communication Expense	110.97
100-4660-63210	Communication Expense	22.00
100-4670-64500	Senior Citizen Programs	133.47
565-4680-65900	Work in Process-Constru...	1,090.80
610-4810-62540	Soft Drinks/Mix for Resa...	451.80
610-4830-63210	Communication Expense	155.30
610-4890-63060	Credit Card Fees	10,013.05
620-4830-63210	Communication Expense	197.89
620-4840-62120	Gas-Oil-Lube	546.23
620-4840-62990	Misc. Operating Expense	226.79
620-4850-62210	Equipment Maint & Repa..	390.53
630-4830-63210	Communication Expense	329.97
670-4840-62120	Gas-Oil-Lube	487.58
680-4830-63890	Utilities Expense	164.20
680-4840-62120	Gas-Oil-Lube	428.04
690-4810-68400	Purchased Power	1,066,116.17
690-4830-63210	Communication Expense	343.15
690-4840-62120	Gas-Oil-Lube	1,575.09
690-4840-62880	Personal Protective Equi...	224.94
690-4840-62990	Misc. Operating Expense	59.47
690-4850-62350	Power Plant/Dam Maint	157.09
690-4850-62360	Distribution Maint	139.69
690-4890-63030	Contracts Expense	153.02
820-4840-62120	Gas-Oil-Lube	306.83
820-4850-62230	Building Maint & Repair	19.97
820-4850-62240	Department Maint & Re...	16.49
Grand Total:		1,099,759.06

Project Account Summary

Project Account Key	Expense Amount
None	1,099,759.06
Grand Total:	1,099,759.06



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01532 - PYPKT01742 - 2025 09 18 #19 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...	INV0001807	09/18/2025	740-4870-63650	Senior Gold BC/BS Monthly ...	MONTHLY BILLING		2,042.00
Vendor BLUE CROSS BLUE SHIELD OF MN Total:							2,042.00
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0001806	09/18/2025	740-20150	Payroll Taxes Payable	FED W/H		27,144.24
INTERNAL REVENUE SERVICE	INV0001806	09/18/2025	740-20150	Payroll Taxes Payable	MEDICARE		8,289.14
INTERNAL REVENUE SERVICE	INV0001806	09/18/2025	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		25,673.42
Vendor INTERNAL REVENUE SERVICE Total:							61,106.80
Vendor: MINNESOTA TEAMSTERS NO. 320							
MINNESOTA TEAMSTERS N...	INV0001802	09/18/2025	740-24000	Clearing Account	Union Dues		4,288.00
Vendor MINNESOTA TEAMSTERS NO. 320 Total:							4,288.00
Vendor: MN DPT OF REVENUE - GARNISHMENTS							
MN DPT OF REVENUE - GA...	INV0001803	09/18/2025	740-24000	Clearing Account	Garnishment		389.47
Vendor MN DPT OF REVENUE - GARNISHMENTS Total:							389.47
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT...	INV0001805	09/18/2025	740-20160	State Withholding	State W/H Tax		13,041.18
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							13,041.18
Vendor: P E R A OF MN							
P E R A OF MN	INV0001804	09/18/2025	740-20180	PERA Payable	PERA EE/ER P&F		25,178.69
P E R A OF MN	INV0001804	09/18/2025	740-20180	PERA Payable	PERA EE/ER DEF		153.26
P E R A OF MN	INV0001804	09/18/2025	740-20180	PERA Payable	PERA EE/ER COORD		27,913.84
Vendor P E R A OF MN Total:							53,245.79
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	100-4150-61330	Life Insurance	Life Ins Premium		66.30
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	100-4194-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	100-4210-61330	Life Insurance	Life Ins Premium		184.45
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	100-4220-61330	Life Insurance	Life Ins Premium		68.85
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	100-4312-61330	Life Insurance	Life Ins Premium		51.00
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	100-4315-61330	Life Insurance	Life Ins Premium		51.00
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	100-4510-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	100-4650-61330	Life Insurance	Life Ins Premium		60.35
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	100-4660-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	610-4825-61330	Life Insurance	Life Ins Premium		69.70
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	620-4825-61330	Life Insurance	Life Ins Premium		43.75
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	680-4825-61330	Life Insurance	Life Ins Premium		34.45
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	690-4825-61330	Life Insurance	Life Ins Premium		171.70

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Packet: APPKT01532 - PYPKT01742 - 2025 09 18 #19 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	740-24000	Clearing Account	Life Ins Premium		668.84
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	740-4870-63640	Life Insurance - COBRA	Life Ins COBRA		58.25
SUN LIFE FINANCIAL - LIFE	INV0001801	09/18/2025	820-4825-61330	Life Insurance	Life Ins Premium		9.35
Vendor SUN LIFE FINANCIAL - LIFE Total:							1,569.44
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0001798	09/18/2025	740-24000	Clearing Account	Contributions Employee		5,212.84
Vendor VANTAGEPOINT ICMA Total:							5,212.84
Vendor: WEX BANK							
WEX BANK	INV0001800	09/18/2025	740-24000	Clearing Account	HSA		362.50
WEX BANK	INV0001808	09/18/2025	100-4150-61310	Health Insurance	VEBA City Contribution		251.20
WEX BANK	INV0001808	09/18/2025	100-4194-61310	Health Insurance	VEBA Employer Contribution		251.20
WEX BANK	INV0001808	09/18/2025	100-4210-61310	Health Insurance	VEBA City Contribution		2,647.96
WEX BANK	INV0001808	09/18/2025	100-4220-61310	Health Insurance	VEBA City Contribution		1,391.96
WEX BANK	INV0001808	09/18/2025	100-4650-61310	Health Insurance	VEBA City Contribution		3,595.14
WEX BANK	INV0001808	09/18/2025	610-4825-61310	Health Insurance	VEBA City Contributions		251.20
WEX BANK	INV0001808	09/18/2025	680-4825-61310	Health Insurance	VEBA City Contribution		1,391.96
WEX BANK	INV0001808	09/18/2025	690-4825-61310	Health Insurance	VEBA City Contribution		4,735.90
WEX BANK	INV0001813	09/10/2025	100-4150-61310	Health Insurance	HSA City Contribution		2,841.54
WEX BANK	INV0001813	09/10/2025	100-4210-61310	Health Insurance	HSA City Contribution		1,198.38
WEX BANK	INV0001813	09/10/2025	100-4220-61310	Health Insurance	HSA City Contribution		753.60
WEX BANK	INV0001813	09/10/2025	100-4650-61310	Health Insurance	HSA City Contribution		3,537.52
WEX BANK	INV0001813	09/10/2025	610-4825-61310	Health Insurance	HSA City Contribution		695.98
WEX BANK	INV0001813	09/10/2025	680-4825-61310	Health Insurance	HSA City Contribution		947.18
WEX BANK	INV0001813	09/10/2025	690-4825-61310	Health Insurance	HSA City Contribution		251.20
Vendor WEX BANK Total:							25,104.42
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0001809	09/09/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		20.29
WEX HEALTH INC	INV0001810	09/09/2025	740-20300	Flex Payroll Deductions	FSA Flex Reimbursement		137.50
WEX HEALTH INC	INV0001811	09/25/2025	100-4670-62990	Misc. Operating Expense	WEX Administrative Fees - ...		134.75
WEX HEALTH INC	INV0001811	09/25/2025	610-4840-62990	Misc. Operating Expense	WEX SEPTEMBER Administr...		13.75
WEX HEALTH INC	INV0001811	09/25/2025	620-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		16.50
WEX HEALTH INC	INV0001811	09/25/2025	690-4840-62990	Misc. Operating Expense	WEX Administrative Fees - ...		41.25
Vendor WEX HEALTH INC Total:							364.04
Grand Total:							166,363.98

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	17,116.65
610 - LIQUOR DISPENSARY	1,030.63
620 - WATER UTILITY FUND	60.25
680 - WASTEWATER UTILITY FUND	2,373.59
690 - ELECTRIC UTILITY FUND	5,200.05
740 - TRF HEALTH INSURANCE FUND	140,573.46
820 - GREENWOOD CEMETERY FUND	9.35
Grand Total:	166,363.98

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	3,092.74
100-4150-61330	Life Insurance	66.30
100-4194-61310	Health Insurance	251.20
100-4194-61330	Life Insurance	9.35
100-4210-61310	Health Insurance	3,846.34
100-4210-61330	Life Insurance	184.45
100-4220-61310	Health Insurance	2,145.56
100-4220-61330	Life Insurance	68.85
100-4312-61330	Life Insurance	51.00
100-4315-61330	Life Insurance	51.00
100-4510-61330	Life Insurance	9.35
100-4650-61310	Health Insurance	7,132.66
100-4650-61330	Life Insurance	60.35
100-4660-61330	Life Insurance	12.75
100-4670-62990	Misc. Operating Expense	134.75
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	16.50
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
690-4840-62990	Misc. Operating Expense	41.25
740-20150	Payroll Taxes Payable	61,106.80
740-20160	State Withholding	13,041.18
740-20180	PERA Payable	53,245.79
740-20300	Flex Payroll Deductions	157.79
740-24000	Clearing Account	10,921.65
740-4870-63640	Life Insurance - COBRA	58.25

Account Summary

Account Number	Account Name	Expense Amount
740-4870-63650	Senior Gold BC/BS Mont...	2,042.00
820-4825-61330	Life Insurance	9.35
Grand Total:		166,363.98

Project Account Summary

Project Account Key	Expense Amount
None	166,363.98
Grand Total:	166,363.98



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01538 - 09/18/25 DIRECT PAYABLES / LIQUOR

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ABSOLUTE ICE							
ABSOLUTE ICE	29971	08/27/2025	610-4810-62590	Misc. Mdse for Resale	ICE		361.00
ABSOLUTE ICE	30099	09/04/2025	610-4810-62590	Misc. Mdse for Resale	ICE		320.00
Vendor ABSOLUTE ICE Total:							681.00
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3792116	08/25/2025	610-4810-62520	Beer for Resale	BEER		1,124.60
ARTISAN BEER COMPANY	3795565	09/08/2025	610-4810-62520	Beer for Resale	BEER		93.85
Vendor ARTISAN BEER COMPANY Total:							1,218.45
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPLY	0110250700	09/03/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		103.00
BELLBOY CORP - BAR SUPPLY	0110250700	09/03/2025	610-4810-62590	Misc. Mdse for Resale	MISC		197.80
Vendor BELLBOY CORP - BAR SUPPLY Total:							300.80
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0208858700	09/03/2025	610-4810-62510	Liquor for Resale	LIQUOR		2,155.70
BELLBOY CORP - LIQUOR	0208858800	09/03/2025	610-4810-62510	Liquor for Resale	LIQUOR		482.25
Vendor BELLBOY CORP - LIQUOR Total:							2,637.95
Vendor: BERNICK'S							
BERNICK'S	20107524	08/29/2025	610-4890-64900	Civic Events	MIX		543.20
BERNICK'S	20107524	08/29/2025	610-4890-64900	Civic Events	ROOT BEER DONATION - M...		50.00
Vendor BERNICK'S Total:							593.20
Vendor: BEVERAGE WHOLESALERS INC							
BEVERAGE WHOLESALERS I...	396812	08/21/2025	610-4810-62520	Beer for Resale	BEER		941.90
BEVERAGE WHOLESALERS I...	398942	09/04/2025	610-4810-62520	Beer for Resale	BEER		629.20
Vendor BEVERAGE WHOLESALERS INC Total:							1,571.10
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	123116858	09/02/2025	610-4810-62510	Liquor for Resale	LIQUOR		2,943.60
BREAKTHRU BEVERAGE	123139521	09/03/2025	610-4810-62510	Liquor for Resale	LIQUOR		2,729.91
Vendor BREAKTHRU BEVERAGE Total:							5,673.51
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	2172071	09/11/2025	610-4810-62520	Beer for Resale	BEER		311.50
C & L DISTRIBUTING	2172071	09/11/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		104.00
Vendor C & L DISTRIBUTING Total:							415.50
Vendor: COCA-COLA BOTTLING COMPANY							
COCA-COLA BOTTLING CO...	5202820	08/07/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		291.00
COCA-COLA BOTTLING CO...	5202864	08/14/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		266.00

Council Approval Register

Packet: APPKT01538 - 09/18/25 DIRECT PAYABLES / LIQUOR

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
COCA-COLA BOTTLING CO...	5202915	08/21/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		193.50
COCA-COLA BOTTLING CO...	5202959	08/28/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		356.00
Vendor COCA-COLA BOTTLING COMPANY Total:							1,106.50
Vendor: CORE-MARK US LLC							
CORE-MARK US LLC	2306626	08/27/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		22.93
CORE-MARK US LLC	2306626	08/27/2025	610-4810-62590	Misc. Mdse for Resale	MERCHANDISE		2,431.97
Vendor CORE-MARK US LLC Total:							2,454.90
Vendor: DAHLHEIMER BEVERAGE							
DAHLHEIMER BEVERAGE	2555917	08/25/2025	610-4810-62520	Beer for Resale	BEER		1,689.50
DAHLHEIMER BEVERAGE	2555917	08/25/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		122.80
DAHLHEIMER BEVERAGE	2555917	08/25/2025	610-4810-62590	Misc. Mdse for Resale	MISC		75.00
Vendor DAHLHEIMER BEVERAGE Total:							1,887.30
Vendor: DWIGHT TANGQUIST							
DWIGHT TANGQUIST	07 31 25	07/31/2025	610-4840-62140	Off Sale Supplies	BAGS		585.70
DWIGHT TANGQUIST	09 16 25	09/16/2025	610-4840-62400	Small Tools and Minor Equip	STAFF LOCKERS		120.00
Vendor DWIGHT TANGQUIST Total:							705.70
Vendor: IHEARTMEDIA							
IHEARTMEDIA	8823039300	08/31/2025	610-4880-63490	Advertising	AUG 2025 - RADIO ADVERTI...		954.63
Vendor IHEARTMEDIA Total:							954.63
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	135565	05/22/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-135.00
JOHNSON BROTHERS LIQU...	135566	05/22/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-167.00
JOHNSON BROTHERS LIQU...	135569	05/22/2025	610-4810-62530	Wine for Resale	WINE CREDIT		-4.67
JOHNSON BROTHERS LIQU...	135746	05/23/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-10.50
JOHNSON BROTHERS LIQU...	135746	05/23/2025	610-4810-62530	Wine for Resale	WINE CREDIT		-37.33
JOHNSON BROTHERS LIQU...	135747	05/23/2025	610-4810-62530	Wine for Resale	WINE CREDIT		-1,400.00
JOHNSON BROTHERS LIQU...	2858287	08/18/2025	610-4810-62510	Liquor for Resale	LIQUOR		150.00
JOHNSON BROTHERS LIQU...	2858288	08/18/2025	610-4810-62530	Wine for Resale	WINE		91.20
JOHNSON BROTHERS LIQU...	2858644	08/18/2025	610-4810-62510	Liquor for Resale	LIQUOR		2,807.52
JOHNSON BROTHERS LIQU...	2861119	08/20/2025	610-4810-62530	Wine for Resale	WINE		336.00
JOHNSON BROTHERS LIQU...	2863700	08/25/2025	610-4810-62510	Liquor for Resale	LIQUOR		316.00
JOHNSON BROTHERS LIQU...	2863701	08/25/2025	610-4810-62530	Wine for Resale	WINE		588.40
JOHNSON BROTHERS LIQU...	2863702	08/25/2025	610-4810-62530	Wine for Resale	WINE		5,200.00
JOHNSON BROTHERS LIQU...	2863703	08/25/2025	610-4810-62510	Liquor for Resale	LIQUOR		80.00
JOHNSON BROTHERS LIQU...	2863704	08/25/2025	610-4810-62530	Wine for Resale	WINE		2,376.00
JOHNSON BROTHERS LIQU...	2863705	08/25/2025	610-4810-62530	Wine for Resale	WINE		2,592.50
JOHNSON BROTHERS LIQU...	2869549	09/02/2025	610-4810-62510	Liquor for Resale	LIQUOR		2,310.25
JOHNSON BROTHERS LIQU...	2869550	09/02/2025	610-4810-62530	Wine for Resale	WINE		2,112.00
JOHNSON BROTHERS LIQU...	2869551	09/02/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		32.00
JOHNSON BROTHERS LIQU...	2873986	09/08/2025	610-4810-62510	Liquor for Resale	LIQUOR		7,464.80
JOHNSON BROTHERS LIQU...	2873987	09/08/2025	610-4810-62530	Wine for Resale	WINE		5,926.09
Vendor JOHNSON BROTHERS LIQUOR Total:							30,628.26

Council Approval Register

Packet: APPKT01538 - 09/18/25 DIRECT PAYABLES / LIQUOR

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	861171	07/29/2025	610-4810-62520	Beer for Resale	BEER		11,931.75
MC KINNON COMPANY INC	865304	08/19/2025	610-4810-62520	Beer for Resale	BEER		14,862.55
MC KINNON COMPANY INC	865304	08/19/2025	610-4810-62530	Wine for Resale	WINE		449.50
MC KINNON COMPANY INC	865304	08/19/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		175.00
MC KINNON COMPANY INC	866417	08/22/2025	610-4810-62510	Liquor for Resale	LIQUOR		2,665.00
MC KINNON COMPANY INC	866417	08/22/2025	610-4810-62520	Beer for Resale	BEER		9,642.25
MC KINNON COMPANY INC	866670	08/26/2025	610-4810-62510	Liquor for Resale	LIQUOR		246.00
MC KINNON COMPANY INC	866670	08/26/2025	610-4810-62520	Beer for Resale	BEER		6,121.55
MC KINNON COMPANY INC	866670	08/26/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		151.40
MC KINNON COMPANY INC	866937	08/25/2025	610-4810-62520	Beer for Resale	BEER CREDIT		-12.00
MC KINNON COMPANY INC	867797	08/29/2025	610-4810-62520	Beer for Resale	BEER		8,698.10
MC KINNON COMPANY INC	867797	08/29/2025	610-4810-62530	Wine for Resale	WINE		73.50
Vendor MC KINNON COMPANY INC Total:							55,004.60
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	158000	08/19/2025	610-4810-62520	Beer for Resale	BEER		5,266.90
NORTHWEST BEVERAGE INC	158000	08/19/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		192.50
NORTHWEST BEVERAGE INC	158113	08/22/2025	610-4810-62510	Liquor for Resale	LIQUOR		969.20
NORTHWEST BEVERAGE INC	158113	08/22/2025	610-4810-62520	Beer for Resale	BEER		20,237.85
NORTHWEST BEVERAGE INC	158122	08/25/2025	610-4810-62510	Liquor for Resale	BEER		8,138.55
NORTHWEST BEVERAGE INC	158122	08/25/2025	610-4810-62510	Liquor for Resale	LIQUOR		45.85
NORTHWEST BEVERAGE INC	158234	08/29/2025	610-4810-62510	Liquor for Resale	LIQUOR		-6.30
NORTHWEST BEVERAGE INC	158234	08/29/2025	610-4810-62520	Beer for Resale	BEER		9,424.55
NORTHWEST BEVERAGE INC	158238	08/29/2025	610-4810-62520	Beer for Resale	BEER		1,052.80
NORTHWEST BEVERAGE INC	158245	09/02/2025	610-4810-62510	Liquor for Resale	BEER		5,929.15
NORTHWEST BEVERAGE INC	158245	09/02/2025	610-4810-62510	Liquor for Resale	LIQUOR		1,477.40
NORTHWEST BEVERAGE INC	158354	09/05/2025	610-4810-62520	Beer for Resale	BEER		7,409.10
NORTHWEST BEVERAGE INC	158361	09/08/2025	610-4810-62520	Beer for Resale	BEER		1,841.65
NORTHWEST BEVERAGE INC	158361	09/08/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		192.50
NORTHWEST BEVERAGE INC	158458	09/12/2025	610-4810-62510	Liquor for Resale	LIQUOR		1,736.75
NORTHWEST BEVERAGE INC	158458	09/12/2025	610-4810-62520	Beer for Resale	BEER		11,543.85
NORTHWEST BEVERAGE INC	158458	09/12/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		120.00
NORTHWEST BEVERAGE INC	158469	09/15/2025	610-4810-62510	Liquor for Resale	LIQUOR		447.40
NORTHWEST BEVERAGE INC	158469	09/15/2025	610-4810-62520	Beer for Resale	BEER		3,259.60
Vendor NORTHWEST BEVERAGE INC Total:							79,279.30
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2665055	09/03/2025	610-4810-62510	Liquor for Resale	LIQUOR		7,620.63
SOUTHERN GLAZERS OF MN	2665055	09/03/2025	610-4810-62530	Wine for Resale	WINE		839.70
SOUTHERN GLAZERS OF MN	2665056	09/03/2025	610-4810-62530	Wine for Resale	WINE		929.24
Vendor SOUTHERN GLAZERS OF MN Total:							9,389.57
Vendor: T R F RADIO							
T R F RADIO	37902-8	08/29/2025	610-4880-63490	Advertising	AUG 2025 - RADIO ADVERTI...		550.00

Council Approval Register

Packet: APPKT01538 - 09/18/25 DIRECT PAYABLES / LIQUOR

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
T R F RADIO	40192-1	08/14/2025	610-4880-63490	Advertising	AUG 2025 - RADIO ADVERTI...		2,130.00
Vendor T R F RADIO Total:							2,680.00
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	AUG 2025 - 137	08/31/2025	610-4810-62590	Misc. Mdse for Resale	NEWSPAPERS		97.20
THIEF RIVER FALLS TIMES	AUG 2025 - 137	08/31/2025	610-4880-63490	Advertising	ADVERTISING - LABOR DAY		459.50
Vendor THIEF RIVER FALLS TIMES Total:							556.70
Vendor: VINOCOPIA INC							
VINOCOPIA INC	0379398-IN	08/26/2025	610-4810-62510	Liquor for Resale	LIQUOR		360.00
VINOCOPIA INC	0379398-IN	08/26/2025	610-4810-62530	Wine for Resale	WINE		621.00
VINOCOPIA INC	0379399-IN	08/26/2025	610-4810-62530	Wine for Resale	WINE		1,120.00
VINOCOPIA INC	0380297-IN	09/09/2025	610-4810-62510	Liquor for Resale	LIQUOR		363.25
Vendor VINOCOPIA INC Total:							2,464.25
Vendor: WINE MERCHANTS							
WINE MERCHANTS	7533310	09/08/2025	610-4810-62530	Wine for Resale	WINE		1,024.00
Vendor WINE MERCHANTS Total:							1,024.00
Grand Total:							201,227.22

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	201,227.22
Grand Total:	201,227.22

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	51,120.41
610-4810-62520	Beer for Resale	116,071.05
610-4810-62530	Wine for Resale	22,837.13
610-4810-62540	Soft Drinks/Mix for Resa...	2,322.63
610-4810-62590	Misc. Mdse for Resale	3,482.97
610-4840-62140	Off Sale Supplies	585.70
610-4840-62400	Small Tools and Minor E...	120.00
610-4880-63490	Advertising	4,094.13
610-4890-64900	Civic Events	593.20
Grand Total:		201,227.22

Project Account Summary

Project Account Key	Expense Amount
None	201,227.22
Grand Total:	201,227.22



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01541 - 09/22/25 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	5033572	08/25/2025	610-4810-62510	Liquor for Resale	LIQUOR		371.50
PHILLIPS WINE & SPIRITS	5033573	08/25/2025	610-4810-62510	Liquor for Resale	LIQUOR		223.25
PHILLIPS WINE & SPIRITS	5033573	08/25/2025	610-4810-62530	Wine for Resale	WINE		1,100.00
PHILLIPS WINE & SPIRITS	5041133	09/08/2025	610-4810-62510	Liquor for Resale	LIQUOR		5,375.95
PHILLIPS WINE & SPIRITS	5041134	09/08/2025	610-4810-62510	Liquor for Resale	LIQUOR		737.25
PHILLIPS WINE & SPIRITS	5041134	09/08/2025	610-4810-62530	Wine for Resale	WINE		282.50
PHILLIPS WINE & SPIRITS	5041135	09/08/2025	610-4810-62530	Wine for Resale	WINE		88.00
PHILLIPS WINE & SPIRITS	5041135	09/08/2025	610-4810-62540	Soft Drinks/Mix for Resale	MIX		264.60
PHILLIPS WINE & SPIRITS	548966	05/07/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT - PRICING E...		-129.00
PHILLIPS WINE & SPIRITS	550594	05/28/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-22.48
PHILLIPS WINE & SPIRITS	553693	07/01/2025	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-133.40
Vendor PHILLIPS WINE & SPIRITS Total:							8,158.17
Grand Total:							8,158.17

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	8,158.17
Grand Total:	8,158.17

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	6,423.07
610-4810-62530	Wine for Resale	1,470.50
610-4810-62540	Soft Drinks/Mix for Resa...	264.60
Grand Total:		8,158.17

Project Account Summary

Project Account Key	Expense Amount
None	8,158.17
Grand Total:	8,158.17



City of Thief River Falls, MN

Refund Check Register

Refund Check Detail

UBPKT03396 - Refunds 01 UBPKT03395 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
22-02978-003	WHEELER, HENRY	9/24/2025	96275	19.60			19.60	Generated From Billing
25-03523-002	RICKLEFS, TYLER A	9/24/2025	96276	121.84			121.84	Generated From Billing
26-03675-008	SAMDAHL, BETH R	9/24/2025	96277	35.85			35.85	Generated From Billing
26-04859-008	WESTBERG, BRADY M	9/24/2025	96278	193.94			193.94	Generated From Billing
26-04867-009	GRANLUND, ELIZABETH A	9/24/2025	96279	199.24			199.24	Generated From Billing
26-05132-007	HALVERSON, JOHANNA L	9/24/2025	96280	202.99			202.99	Generated From Billing
28-04108-002	EDDY, TIMOTHY E	9/24/2025	96281	179.19			179.19	Generated From Billing
31-05245-001	SOLTAU, RYAN M	9/24/2025	96282	183.89			183.89	Generated From Billing
Total Refunds: 8			Total Refunded Amount:	1,136.54				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	1136.54
Revenue Total:	1136.54

General Ledger Distribution

Posting Date: 09/22/2025

Account Number	Account Name	Posting Amount	IFT
Fund: 690 - ELECTRIC UTILITY FUND			
690-10101	Cash & Investments	-1,136.54	Yes
690-11530	Accts Receivable - Billing	1,136.54	
690 Total:		0.00	
Fund: 999 - POOL CASH FUND			
999-10101	Pooled Cash & Investments	-1,136.54	
999-20700	Due To Other Funds	1,136.54	Yes
999 Total:		0.00	
Distribution Total:		0.00	



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01540 - 09/24/25 DIRECT PAYABLES / VOUNTEER FIREFIGHTERS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ANTHONY HORACHEK							
ANTHONY HORACHEK	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor ANTHONY HORACHEK Total:							145.00
Vendor: BLAKE WALKER							
BLAKE WALKER	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor BLAKE WALKER Total:							145.00
Vendor: BRIAN JACOBSON							
BRIAN JACOBSON	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor BRIAN JACOBSON Total:							145.00
Vendor: DEREK NEISEN							
DEREK NEISEN	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor DEREK NEISEN Total:							145.00
Vendor: DEVIN SPEARS							
DEVIN SPEARS	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor DEVIN SPEARS Total:							145.00
Vendor: ERIK BRATENG							
ERIK BRATENG	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor ERIK BRATENG Total:							145.00
Vendor: FRANCIS TRUDEAU							
FRANCIS TRUDEAU	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor FRANCIS TRUDEAU Total:							145.00
Vendor: GRANT ASP							
GRANT ASP	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor GRANT ASP Total:							145.00
Vendor: IAN LUND							
IAN LUND	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor IAN LUND Total:							145.00
Vendor: JEFFREY SCHNEIDER							
JEFFREY SCHNEIDER	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor JEFFREY SCHNEIDER Total:							145.00
Vendor: JONATHAN LARSON							
JONATHAN LARSON	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
Vendor JONATHAN LARSON Total:							145.00

Council Approval Register

Packet: APPKT01540 - 09/24/25 DIRECT PAYABLES / VOUNTEER FIREFIGHTERS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: JOSIAH JENSEN							
JOSIAH JENSEN	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor JOSIAH JENSEN Total:		145.00
Vendor: JUDD ALBY							
JUDD ALBY	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor JUDD ALBY Total:		145.00
Vendor: KEARY PETSCHL							
KEARY PETSCHL	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor KEARY PETSCHL Total:		145.00
Vendor: KEATON HUOT							
KEATON HUOT	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR VFF SALARY		145.00
					Vendor KEATON HUOT Total:		145.00
Vendor: KEVIN WALSETH							
KEVIN WALSETH	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor KEVIN WALSETH Total:		145.00
Vendor: MIKE LARSON							
MIKE LARSON	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor MIKE LARSON Total:		145.00
Vendor: NICHOLAS TRUDEAU							
NICHOLAS TRUDEAU	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor NICHOLAS TRUDEAU Total:		145.00
Vendor: PATRICK BARRY							
PATRICK BARRY	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor PATRICK BARRY Total:		145.00
Vendor: PAUL D GONSOROWSKI							
PAUL D GONSOROWSKI	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor PAUL D GONSOROWSKI Total:		145.00
Vendor: SCOTT WALKER							
SCOTT WALKER	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor SCOTT WALKER Total:		145.00
Vendor: SHANE CRANDALL							
SHANE CRANDALL	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor SHANE CRANDALL Total:		145.00
Vendor: WAYNE NOME LAND							
WAYNE NOME LAND	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
					Vendor WAYNE NOME LAND Total:		145.00

Council Approval Register

Packet: APPKT01540 - 09/24/25 DIRECT PAYABLES / VOUNTEER FIREFIGHTERS

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ZACHARY JOHNSON							
ZACHARY JOHNSON	3RD QTR 2025	09/19/2025	100-4220-61060	Temporary Salaries	3RD QTR 2025 VFF SALARY		145.00
						Vendor ZACHARY JOHNSON Total:	145.00
						Grand Total:	3,480.00

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	3,480.00
Grand Total:	3,480.00

Account Summary

Account Number	Account Name	Expense Amount
100-4220-61060	Temporary Salaries	3,480.00
Grand Total:		3,480.00

Project Account Summary

Project Account Key	Expense Amount
None	3,480.00
Grand Total:	3,480.00

COUNCIL PER DIEM TO BE PAID ON 10/16/2025 PAYROLL
Presented 10/7/2025 Council Meeting

Kelly Langass - August/September 2025

8/6/2025	Night to Unite	Huck	\$32.50
8/11/2025	Utility Meeting	Rm 101	\$32.50
8/12/2025	Admin Meeting	Rm 101	\$32.50
8/19/2025	Committee of the Whole	City Hall	\$32.50
8/20/2025	Airport Meeting	Airport	\$32.50
9/8/2025	Utility Meeting	Rm 101	\$32.50
9/12/2025	Admin Meeting	Rm 101	\$32.50
9/17/2025	Airport Meeting	Airport	\$32.50
9/22/2025	Building/City Tour	City Hall	\$32.50
9/25/2025	Airport Tour	Airport	\$32.50
			<u>\$325.00</u>

J Scott Pream - July/August 2025

7/7/2025	Utilities Committee	City Hall	\$32.50
7/8/2025	Bike Walk TRF	City Hall	\$32.50
7/9/2025	Public Works	City Hall	\$32.50
7/15/2025	CVB	Carnegie	\$32.50
7/21/2025	PCHS	Pioneer Village	\$32.50
7/30/2025	Bike Walk TRF	City Hall	\$32.50
8/5/2025	Night to Unite	Huck	\$32.50
8/6/2025	Ribbon Cutting	Discovery Place	\$32.50
8/11/2025	Utilities Committee	City Hall	\$32.50
8/12/2025	Bike Walk TRF	City Hall	\$32.50
8/12/2025	CVB	Carnegie	\$32.50
8/12/2025	NWRL	HQ	\$32.50
8/13/2025	PW Meet & Greet	PW Garage	\$32.50
8/13/2025	PW	City Hall	\$32.50
8/14/2025	Bike Walk TRF	1st Street	\$32.50
8/18/2025	PCHS	Pioneer Village	\$32.50
8/19/2025	Committee of the Whole	City Hall	\$32.50
8/20/2025	MEC	NCTC	\$32.50
8/21/2025	TRF Library Board	Library	\$32.50
8/28/2025	Northern Pride Award	Northern Pride	\$32.50
			<u>\$650.00</u>

Julie Bolduc -August 2025

8/5/2025	Night to Unite	Huck	\$32.50
8/13/2025	Public Works	City Hall	\$32.50
8/28/2025	Auditorium	City Hall	\$32.50
			<u>\$97.50</u>

Mike Lorenson - August 2025

7/30/2025	Budget and Finance	City Hall	\$32.50
8/1/2025	Riverfest Judge	Fairgrounds	\$32.50
8/2/2025	Car Show	Olson Park	\$32.50
8/8/2025	Range Mayor Meeting	Webinar	\$32.50
8/11/2025	Public Utility	City Hall	\$32.50
8/12/2025	Admin Services	City Hall	\$32.50
8/15/2025	TRF Dam Recert	Webinar	\$32.50
8/19/2025	REA	Webinar	\$32.50
8/20/2025	TVF Airport	Airport	\$32.50
8/21/2025	Building Committee	Town	\$32.50
8/28/2025	Artic Cat	Webinar	\$32.50
8/28/2025	Open Line	Radio Station	\$32.50
8/28/2025	Auditorium Discussion	City Hall	\$32.50

\$422.50

Steven Narverud - Septmeber 2025

9/3/2025	55+ Housing	Northland	\$32.50
9/8/2025	Labor Committee	Rm 201	\$32.50
9/8/2025	Public Safety	Rm 101	\$32.50
9/9/2025	Planning and Zoning	City Hall	\$32.50
9/10/2025	Public Works	Rm 101	\$32.50
9/11/2025	Security Awareness	Ipad	\$32.50
9/11/2025	Building Committee	Rm 101	\$32.50
9/15/2025	Public Safety	Rm 101	\$32.50
9/17/2025	Advance TRF	School Board Room	\$32.50
9/22/2025	City Building Tour	Bus	\$32.50
9/24/2025	Building Committee	Rm 101	\$32.50

\$357.50



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
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Request for Council Action

DATE: 10/7/2025

SUBJECT: Approve 2026 Sanitation Rate Increase

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

MOTION TO: Approve a one-year sanitation rate increase.

BACKGROUND: The City has established rates for sanitation services that include twice a week residential and multi-family refuse pickup. These rates also cover leaf vac in the spring and fall, alley snow plowing, tree branch disposal, garbage bags, appliance and bulky item pickup, and other miscellaneous services.

KEY ISSUES: The current rates that were established for 2026 have been reviewed for a rate increase. The proposed rate increase would take place over the next year, starting January 1, 2026. Sanitation rates would be increased by approximately 6% for the year 2026.

FINANCIAL CONSIDERATIONS: See attached sanitation rate summary.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffer, Public Works Director

ATTACHMENTS:

1.	sanitation rate chart001
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Sanitation Rates

		Approx 5% inc		Approx 5% inc		Approx 5% inc		Approx 5% inc	
# of Bags	No. of Customers	2022 Rates	Per Month \$\$ for 2022	2023 Rates	Per Month \$\$ for 2023	2024 Rates	Per Month \$\$ for 2024	2025 Rates	Per Month \$\$ for 2025
50	150	\$ 14.00	\$ 2,100.00	\$ 14.70	\$ 2,205.00	\$ 15.50	\$ 2,325.00	\$ 16.25	\$ 2,437.50
75	1652	\$ 22.00	\$ 36,344.00	\$ 23.00	\$ 37,996.00	\$ 24.00	\$ 39,648.00	\$ 25.25	\$ 41,713.00
100	1665	\$ 24.00	\$ 39,960.00	\$ 25.00	\$ 41,625.00	\$ 26.25	\$ 43,706.25	\$ 27.50	\$ 45,787.50
150	505	\$ 29.50	\$ 14,897.50	\$ 31.00	\$ 15,655.00	\$ 32.50	\$ 16,412.50	\$ 34.25	\$ 17,296.25
200	219	\$ 34.75	\$ 7,610.25	\$ 36.50	\$ 7,993.50	\$ 38.00	\$ 8,322.00	\$ 40.00	\$ 8,760.00
250	64	\$ 40.75	\$ 2,608.00	\$ 42.75	\$ 2,736.00	\$ 45.00	\$ 2,880.00	\$ 47.25	\$ 3,024.00
300	29	\$ 45.75	\$ 1,326.75	\$ 48.00	\$ 1,392.00	\$ 50.50	\$ 1,464.50	\$ 53.00	\$ 1,537.00
Senior 37	100	\$ 10.50	\$ 1,050.00	\$ 11.00	\$ 1,100.00	\$ 11.50	\$ 1,150.00	\$ 12.00	\$ 1,200.00
Dumpster	66	\$ 12.75	\$ 841.50	\$ 13.50	\$ 891.00	\$ 14.25	\$ 940.50	\$ 15.00	\$ 990.00
2 Yard	2	\$ 88.00	\$ 176.00	\$ 92.50	\$ 185.00	\$ 97.00	\$ 194.00	\$ 102.00	\$ 204.00
3 Yard	9	\$ 125.00	\$ 1,125.00	\$ 131.25	\$ 1,181.25	\$ 138.00	\$ 1,242.00	\$ 145.00	\$ 1,305.00
City San	9	\$ 8.90	\$ 80.10	\$ 9.35	\$ 84.11	\$ 9.80	\$ 88.20	\$ 10.30	\$ 92.70
4284	4470	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Monthly Total			\$ 108,119.10		\$ 113,043.86		\$ 118,372.95		\$ 124,346.95
Annual Revenue			\$ 1,297,429.20		\$ 1,356,526.26		\$ 1,420,475.40		\$ 1,492,163.40

		Approx 6% inc			
# of Bags	No. of Customers	2026 Rates	Per Month \$\$ for 2025	2027 Rates	Per Month \$\$ for 2025
50	149	\$ 17.25	\$ 2,570.25		\$ -
75	1751	\$ 26.75	\$ 46,839.25		\$ -
100	1392	\$ 29.25	\$ 40,716.00		\$ -
150	519	\$ 36.25	\$ 18,813.75		\$ -
200	325	\$ 42.50	\$ 13,812.50		\$ -
250	10	\$ 50.00	\$ 500.00		\$ -
300	45	\$ 56.25	\$ 2,531.25		\$ -
350	5	\$ 61.50	\$ 307.50		\$ -
400	6	\$ 66.75	\$ 400.50		\$ -
Senior 37	100	\$ 12.75	\$ 1,275.00		\$ -
Dumpster	66	\$ 15.75	\$ 1,039.50		\$ -
2 Yard	2	\$ 110.00	\$ 220.00		\$ -
3 Yard	9	\$ 155.00	\$ 1,395.00		\$ -
City San	9	\$ 11.00	\$ 99.00		\$ -
4202	4388	\$ -	\$ -		\$ -
Monthly Total			\$ 130,519.50		\$ -
Annual Revenue			\$ 1,566,234.00		\$ -



City of Thief River Falls

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Request for Council Action

DATE: 10/7/2025

SUBJECT: Approval to fill an Accounts Payable Clerks position and revise the job description

RECOMMENDATION: It is respectfully requested that the Council consider the following:

MOTION TO: To approve revisions to the Accounts Payable Clerk job description and authorize the Administrative Department to begin the process to fill the position of Accounts Payable Clerk. Because of the retirement of Sandra Brink, the position shall be open for 10 days internally and then to the public for filling. The position is a Grade 3 with a wage range of \$26.08-\$33.09. This is a Teamsters Union #320 position.

BACKGROUND: Accounts Payable Clerk, Sandy Brink submitted her retirement letter with an effective date of December 5, 2025.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a budgeted item.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angie Philipp, City Administrator

ATTACHMENTS:

1.	Accounts Payable Clerk (1)
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Classification: Accounts Payable Clerk
Reports to: City Administrator
Supervises: Non-Supervisory

Department: Administrative Services
Location: City Hall
FLSA Classification: Non-Exempt

Position Summary

Provides accounting, bookkeeping and administrative support for the city's accounts payable system and Administrative Service Department functions.

Essential Duties and Responsibilities
Accounts Payable - Coordinates with the City's Departments to verify the accuracy and account coding of invoices. - Reconciles vendor statements. - Performs all invoice data entry and processes for Accounts Payable. - Administers the Minnesota State Sales and Use Tax Regulations as they apply to City purchases. - Prepares reports to the City Council regarding bills to be approved for payment.
Accounting and Bookkeeping Support - Verifies and identifies accuracy of records. - Maintains fixed asset accounts. - Completes quarterly department detailed reports. - Controls gas card issuance and replacement for departments. - Monitors inventory records for retail liquor store operation and verifies purchase invoices. - Maintains inventory records of city vehicles and equipment and updates insurance provider. - Prepares and maintains a variety of reports, forms, databases, etc. - Processes NSF checks. - Maintains vendor list and acquires W-9 forms for 1099 production. - Reconciles and verifies credit card statements. - Prepares and updates real estate tax listing and schedules payments. - Verifies and processes employee travel vouchers.
Ancillary Duties - Maintains database of cemetery lot purchases, handles lot sales including providing purchaser with appropriate deed, and assists with coordination of burials between funeral home, family of the deceased and City staff. - Provides customer service: responds to internal and external routine inquiries, provides information, takes messages, or refers to appropriate resource. Provides back-up for city's main phone line. - Reconciles cash drawer and makes bank deposits. - Provides assistance on payroll duties as directed. - Registers, licenses, obtains and renews tabs for city vehicles. - Maintains listing of volunteer fire fighters.
Other duties as assigned or apparent. Attends meetings, training and education.

Qualifications

Education: Associates or Technical Degree in accounting, bookkeeping, computer science or related field.

Requirements:

- One year relevant work experience or equivalent combination of education/training/experience.
- Proficient with Microsoft Office Suite and financial databases.
- Knowledge of the principles, practices, methods and techniques used in bookkeeping and accounting.

- Ability to interpret a variety of instructions furnished in written or oral forms.
- Ability to perform procedures and tasks where basic analytical ability is required.
- Ability to communicate effectively, orally and in writing.
- Ability to establish and maintain effective working relationships with others.

Physical Demands and Working Conditions

- Work is performed in an office setting. Headaches, eyestrain, and other related occupational hazards reflect the most common potential for injury. Work is light duty and sedentary with ability to lift, carry or push up to 10 pounds. Exposure to extensive keyboarding and video screens.

Equipment Utilized

- General office equipment, computers, phones.

The City of Thief River Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodation to qualified individuals and encourages both prospective and current employees to discuss potential accommodations with the employer.



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Request for Council Action

DATE: 10/7/2025

SUBJECT: Lead Service Line Replacement Task Order

RECOMMENDATION: It is respectfully requested to consider approving Task Order #22 for Engineering Services with Advanced Engineering and Environmental Services, LLC.

MOTION TO: Approve Task order #22 with Advanced Engineering and Environmental Services, LLC for construction phase services for the lead and galvanized water service replacement project.

BACKGROUND: The City of Thief River Falls Water Systems has been preparing for the EPA mandated lead and galvanized water service replacement in the City of Thief River Falls for the last two years. Now that contracts have been accepted and approved and signed by the contractor, the contract for engineering services for the construction phase is ready to be approved.

KEY ISSUES: This replacement project was slated to begin at the beginning of the construction season 2025. Because of requirements of the federal regulations, the project was delayed several months. The project is now ready to move forward and Task Order #22 is the next step.

FINANCIAL CONSIDERATIONS: Task Order #22 is in the amount of \$170,450 and will be reimbursed to the City by a grant from the Minnesota Department of Health.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Wayne Johnson, Water Systems Superintendent

ATTACHMENTS:

1.	2025 AE2S City of Thief River Falls Lead Service Line Replacement Construction
----	--

Task Order No. 22

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated December 16, 2014, and as amended June 1, 2020, and amended June 1, 2025 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: September 29, 2025
- b. Owner: City of Thief River Falls
- c. Engineer: Advanced Engineering and Environmental Services, LLC
- d. Specific Project (title): Lead Service Line Replacement Construction
- e. Specific Project (description): This Task Order consists of providing Construction Phase Services for the Lead Service Line (LSL) Replacement project. The Construction Phase Services under this Task Order generally includes Construction Administration and limited Resident Project Representative (RPR) services for the Project. The Project generally includes replacement of the 75 LSLs across various locations.

2. Services of Engineer

A. The specific services to be provided or furnished by Engineer under this Task Order are:

- ☐ the services (and related terms and conditions) set forth in the following sections of Exhibit A, as attached to the Agreement referred to above, such sections being hereby incorporated by reference:
 - Construction Phase Services (Exhibit A, Paragraph A.1.05), and supplemented in Attachment No. 1.
 - including Resident Project Representative (RPR) services (A.1.05.A.2)

B. Resident Project Representative (RPR) Services

- Exhibit D of the Agreement is expressly incorporated in this Task Order by reference.

C. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. Additional Services

A. Additional Services that may be authorized or necessary under this Task Order are:

- Those services (and related terms and conditions) set forth in Paragraph A.2.01 of Exhibit A, as attached to the Agreement referred to above, such paragraph being hereby incorporated by reference.

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following: Owner and Engineer shall coordinate RPR duties as directed by the Owner.

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule: N/A

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. Basic Services (Part 1 of Exhibit A)		
Construction Phase (A.1.05)*	\$ 83,250	Lump Sum
Resident Project Representative Services* (A.1.05.A.2).	\$ 87,200	Hourly
TOTAL COMPENSATION	\$170,450	
2. Additional Services (Part 2 of Exhibit A)	(N/A)	

*Based on a 5-month continuous construction period.

Compensation items and totals based in whole or in part on Hourly Rates are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered. Engineer shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order: None

8. Other Modifications to Agreement and Exhibits: None

9. Attachments:

- 2025 Hourly Fee and Expense Schedule

10. Other Documents Incorporated by Reference:

- a. Attachment No. 1 - Scope of Services

11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is September 29, 2025.

OWNER:

City of Thief River Falls

ENGINEER:

Advanced Engineering and Environmental Services,
LLC

By:

By:

Brian R. Bergantine
Brian R. Bergantine (Sep 30, 2025 11:35:07 CDT)

Print name:

Print name: Brian R. Bergantine

Title:

Title: Project Quality Director

Date Signed:

Date Signed:

Sep 30, 2025

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Wayne Johnson

Title: Water Systems Superintendent

PO Box 528

Address: Thief River Falls, MN 56701

E-Mail

Address: wjohnson@citytrf.net

Phone: 218-681-3809

DESIGNATED REPRESENTATIVE FOR ORDER:

Name: Richard Wagner

Title: Senior Project Manager

4170 28th Avenue South

Address: Fargo, ND 58104

E-Mail

Address: Richard.Wagner@ae2s.com

Phone: 701-364-9111

Lead Service Line (LSL) Replacement – Construction Phase Services

Scope of Services

The Project entails the removal and replacement of 75 lead service lines at various locations within the City of Thief River Falls. The project includes five construction contracts with all work being completed by the same contractor. The following is a detailed breakdown of this Scope of Services to Task Order No. 22.

Phase 060 – Construction Administration Services

In accordance with Paragraphs A.1.05 of Exhibit A of the Original Task Order Agreement, dated December 16, 2014 and amended June 1, 2020, and amended June 1, 2025, ENGINEER shall perform the following Construction Phase services under Task Order No. 22:

Task 01 – Project Management

ENGINEER shall perform general Project management activities including progress monitoring, scheduling, general correspondence, office administration, and invoicing. These activities include maintaining contact and liaison with the OWNER and Project staff; ensuring that the needs of the OWNER are met in a timely manner, and monitoring Project budgets and schedules.

Task 02 – Construction Administration

ENGINEER shall perform general project administration activities for the Contract in accordance with Paragraph A.1.05 of Exhibit A of the Original Task Order Agreement including:

- General project coordination and correspondence with Owner and Contractor estimated at 6 hours per month for 5 months;
- Facilitation of a preconstruction project meeting on site in Thief River Falls, with a duration of 2 hours;
- Review and comment on shop drawing submittals;
- Review and respond to requests for information (RFIs);
- Change order review and subsequent acceptance or rejection, estimated to be less than 3 change orders;
- Coordinate monthly with Minnesota Public Finance Agency (PFA) regarding project status and documentation provided by Contractor, estimated to be 1 hour each month;
- Review Build America Buy America (BABA) and American Iron and Steel (AIS) documents provided by Contractor; and
- Assist OWNER with preparing a pre-excavation meeting template document for use by the Contractor when meeting with the Homeowner and OWNER prior to water service line replacement work beginning.

Phase 061 – Construction Field Services

In accordance with Paragraphs A.1.05 of Exhibit A of the Original Task Order Agreement, dated December 16, 2014 and amended June 1, 2020, and amended June 1, 2025, ENGINEER shall perform the following Construction Phase services under Task Order No. 22:

Task 01 – Construction Field Services

In accordance with Exhibit D of the Original Task Order Agreement, dated December 16, 2014 and amended June 1, 2020, and amended June 1, 2025, ENGINEER shall perform the following additional Resident Project Representative (RPR) services under Water Consulting Task Order No. 22:

ENGINEER shall provide limited on-site observation services of a Resident Project Representative (RPR) in accordance with Exhibit D of the Original Task Order Agreement. ENGINEER shall conduct limited RPR services when the contractor is onsite performing the work based on the following approach:

- Provide one site visit per month by an RPR to conduct labor interviews with contractor staff and labors, estimated at 8 hours each month during the 5 months construction duration;
- Provide one site visit per month, as requested by OWNER, to observe construction progress or to complete specific tasks assigned by Owner, estimated at 8 hours per month during the 5 months of construction;
- Review certified payrolls for general conformance to labor requirements.
- Review of applications for payment (5 estimated) submitted by Contractor;
- Prepare and issue work change directives;
- Facilitate monthly (not to exceed five meetings) virtual construction progress meetings to review construction progress and anticipated construction activity; and
- Perform a final inspection / walkthrough of the project with the OWNER.

ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, LLC

2025 HOURLY FEE AND EXPENSE SCHEDULE

Labor Rates*

Administrative 1	\$70.00	IT 1	\$140.00
Administrative 2	\$85.00	IT 2	\$189.00
Administrative 3	\$99.00	IT 3	\$232.00
Communications Specialist 1	\$113.00	Land Surveyor Assistant	\$103.00
Communications Specialist 2	\$132.00	Land Surveyor 1	\$124.00
Communications Specialist 3	\$152.00	Land Surveyor 2	\$150.00
Communications Specialist 4	\$183.00	Land Surveyor 3	\$169.00
Communications Specialist 5	\$202.00	Land Surveyor 4	\$186.00
		Land Surveyor 5	\$205.00
Construction Services 1	\$135.00	Operations Specialist 1	\$108.00
Construction Services 2	\$165.00	Operations Specialist 2	\$135.00
Construction Services 3	\$183.00	Operations Specialist 3	\$167.00
Construction Services 4	\$203.00	Operations Specialist 4	\$191.00
Construction Services 5	\$224.00	Operations Specialist 5	\$214.00
Engineering Assistant 1	\$91.00	Project Coordinator 1	\$125.00
Engineering Assistant 2	\$107.00	Project Coordinator 2	\$140.00
Engineering Assistant 3	\$135.00	Project Coordinator 3	\$156.00
Engineer 1	\$146.00	Project Coordinator 4	\$172.00
Engineer 2	\$175.00	Project Coordinator 5	\$194.00
Engineer 3	\$205.00	Project Manager 1	\$221.00
Engineer 4	\$237.00	Project Manager 2	\$242.00
Engineer 5	\$254.00	Project Manager 3	\$259.00
Engineer 6	\$269.00	Project Manager 4	\$274.00
Engineering Technician 1	\$90.00	Project Manager 5	\$293.00
Engineering Technician 2	\$113.00	Project Manager 6	\$307.00
Engineering Technician 3	\$136.00	Sr. Designer 1	\$192.00
Engineering Technician 4	\$152.00	Sr. Designer 2	\$213.00
Engineering Technician 5	\$174.00	Sr. Designer 3	\$229.00
Financial Analyst 1	\$121.00	Sr. Financial Analyst 1	\$227.00
Financial Analyst 2	\$137.00	Sr. Financial Analyst 2	\$248.00
Financial Analyst 3	\$165.00	Sr. Financial Analyst 3	\$269.00
Financial Analyst 4	\$180.00	Technical Expert 1	\$348.00
Financial Analyst 5	\$201.00	Technical Expert 2	Negotiable
GIS Specialist 1	\$113.00		
GIS Specialist 2	\$137.00		
GIS Specialist 3	\$162.00		
GIS Specialist 4	\$181.00		
GIS Specialist 5	\$202.00		
I&C Assistant 1	\$108.00		
I&C Assistant 2	\$134.00		
I&C 1	\$160.00		
I&C 2	\$189.00		
I&C 3	\$213.00		
I&C 4	\$226.00		
I&C 5	\$237.00		

Reimbursable Expense Rates

Transportation	\$0.75/mile
Survey Vehicle	\$0.95/mile
Laser Printouts/Photocopies	\$0.30/copy
Plotter Printouts	\$1.00/s.f.
UAS - Photo/Video Grade	\$100.00/day
UAS – Survey	\$50.00/hour
Total Station – Robotic	\$35.00/hour
Mapping GPS	\$25.00/hour
Fast Static/RTK GPS	\$50.00/hour
All-Terrain Vehicle/Boat	\$100.00/day
Cellular Modem	\$75.00/month
Web Hosting	\$26.00/month
Legal Services Reimbursement	\$291.00/hour
Outside Services	cost * 1.15
Geotechnical Services	cost * 1.30
Out of Pocket Expenses	cost * 1.15
Rental Car	cost * 1.20
Project Specific Equipment	Negotiable

* Position titles are for labor rate grade purposes only.

These rates are subject to adjustment each year on January 1.



City of Thief River Falls

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Thief River Falls MN 56701-0528

PHONE: 218-681-2943
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Request for Council Action

DATE: 10/7/2025

SUBJECT: Extension to Small Cities Development Program Grant CDAP-21-OO37-O-FY23

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

MOTION TO: Request an extension to the Minnesota Department of Employment and Economic Development Small Cities Development Program grant, grant number CDAP-21-OO37-O-FY23, and to authorize the City Administrator to sign the Grant Amendment Request Form.

BACKGROUND: The City of Thief River Falls applied for and was awarded a Small Cities Development Program grant for \$600,000 from the Minnesota Department of Employment and Economic Development (DEED) in November of 2022. The grant is being administered by the NW Minnesota Multi-County HRA., and there are two applicants for the funds, but it is questionable whether their contractors can do the work before the grant expires on December 1, 2025. NW MN Multi-County HRA is asking for the City of Thief River Falls to request an extension to this with a new end date of December 30, 2026.

KEY ISSUES: • There are still unspent funds, and the grant expires on December 1, 2025.

- The grant extension would accommodate two additional applicants to this grant program. Both have made application for rehab work and have solicited and received bids; however, they are encountering difficulty in ensuring that the contractors will be able to complete the work this year due to other commitments on their respective schedules.
- Without the extension, the grant funds will have to be returned to DEED and the rehab work will not occur.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Richard Baker, Economic/Community Development Director

ATTACHMENTS:

1.	Grant Extension Form
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**SMALL CITIES DEVELOPMENT PROGRAM
STATE OF MINNESOTA**

GRANT AMENDMENT REQUEST FORM



INSTRUCTIONS	
1	Determine if this grant amendment request is for an extension or budget adjustment.
2	Provide a narrative for this request in the appropriate column
3	For extension request, remember to attach a revised timeline (Allow 45 days for extension request to process)
4	For budget adjustments, complete the budget adjustment section.
5	Request must be signed by staff or elected official who signed the local government resolution for the application, or their successor.
6	Scan the request and submit to the DEED representative assigned to the project.

GRANT # CDAP-21-0037-O-FY23
GRANTEE
NAME City of Thief River Falls

GRANT EXTENSION NEW END DATE REQUESTED 12/30/2026 (mm/dd/yy)	AND/OR	REQUEST FOR BUDGET ADJUSTMENT (Explain in narrative section and complete budget adjustment table below)
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NARRATIVE SECTION

DESCRIBE THE REASON WHY THE AMENDMENT IS BEING REQUESTED. IF A GRANT EXTENSION IS BEING REQUESTED, ATTACH A REVISED TIMELINE CORRESPONDING WITH THE NEW EXTENSION DATE REQUESTED.
(PLEASE REFER TO THE GRANT AGREEMENT CHAPTER OF SCDP A-Z GUIDE FOR ADDITIONAL INFORMATION)

We are requesting an extension of this contract to accommodate two additional applicants to this grant program. Both have made application for rehab work, and have solicited/received bids. However they are encountering difficulty in ensuring that the contractors will be able to complete the work this year, due to other commitments on their respective schedules. Accommodating these two additional applicants will enable us to use the entire allocation of DEED funds, in addition to rehabbing even more than the 44 multi-family units allocated in the contract.

COMPLETE THIS SECTION ONLY IF A BUDGET ADJUSTMENT IS BEING REQUESTED
(PLEASE INCLUDE ALL GRANT ACTIVITIES IN BUDGET AND NOT JUST THOSE BEING ADJUSTED)

IDIS Activity Number	Activity	Current Budget			Adjustment Requested			Adjusted Budget			Goals	
		SCDP	Other	Total	SCDP	Other	Total	SCDP	Other	Total	Current Goal	Revised Goal
		0	0	0	0	0	0	0	0	0		
		0	0	0	0	0	0	0	0	0		
		0	0	0	0	0	0	0	0	0		
		0	0	0	0	0	0	0	0	0		
		0	0	0	0	0	0	0	0	0		
		0	0	0	0	0	0	0	0	0		
Totals		0	0	0	0	0	0	0	0	0		

Internal Use Only - SCDP Representative Recommendation

Signature of Authorized City Officer Date

Signature of SCDP Representative

Date

Signature of SCDP Manager

Date