City Council Meeting Minutes
Tuesday, December 2, 2025

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on December 2, 2025. This meeting is being presided over by Mayor Mike Lorenson.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC HEARING

2024 Street and Utilities Improvements (federal funded) – Assessment Roll

Travis Giffen, Public Works Director, reviewed the 2024 Street and Utilities Improvement project and assessment breakdown to benefited properties.

Lois Solberg (resident owner of 103 S. Kendall and 703 E. 1st St properties) addressed the council with concerns about the project and her properties. She noted she tried to contact Giffen last year but received no response; there was a lack of communication to property owners as the project started earlier than planed; she noted Davidson Construction trespassed on her property and damaged her driveway concrete; she said the assessment value she was billed is double what she was quoted and wants to know/understand why.

After no further discussion, Lorenson closed the Public Hearing at 5:41 pm.

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

Dave Berg Presentation (via Zoom) - Electric Rate Study

Dave Berg presented via Teams his Electric Rate Study. He presented 2 different rate schedules: one was keeping the debt schedule as is and having a 2.5% increase for each year from 2026-2029; the other was to payoff the existing debt schedule and then have a 3.5% increase for each year from 2026-2029. There were no questions from the council.

APPROVE AGENDA

Councilmember Michele McCraw motioned being seconded by Councilmember Jason Aarestad to approve the agenda with the addition of addendum items of 9.8 and 9.9.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 12.260.25: Approval of November 18, 2025 Council proceedings

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced RESOLUTION 12.260.25, being seconded by Councilmember Kelly Langness , that:

THEREFORE, BE IT RESOLVED, by the City Council, to approve the November 18, 2025 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

ADJOURNMENT TO TRUTH IN TAXATION HEARING AT 6 P.M. TONIGHT

TRUTH IN TAXATION

Council meeting recessed to the Truth in Taxation hearing at 6:06pm Angie Philipp, City Administrator; presented the report.

The following residents addressed the council: Jim Dagg, Karen, Kevin, Donald Marwitz, Steve Keogh, Scott Fricke, and Lois Solberg.

The hearing adjourned to the normal council meeting at 6:56pm.

NEW BUSINESS

RESOLUTION NO. 12.262.25: 2024 Street and Utilities Improvements (federal funded) – Assessment Roll

Following discussion, Councilmember Steve Narverud introduced Resolution 12.262.25, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, This project was bid because of meetings with department heads, council committees, and according to items in the City’s Capital Improvement Plan. It was awarded to Davidson Construction. The total project cost is estimated to be $4,164,058,38. A public hearing was held on 12/02/2025 at 5:30 pm in council chambers.

WHEREAS, The City of Thief River Falls assesses benefited property owners for these improvements.

THEREFORE, BE IT RESOLVED Adopt Assessment Roll for the 2024 Street & Utilities Improvements. The amount to be assessed is $75,857.80.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.263.25: Approval to sign Project Development Agreement Contract with Energy Systems Group, LLC - Phase #2 replacing heat pumps at City Hall

Following discussion, Councilmember Scott Pream introduced Resolution 12.263.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The Thief River Falls City Hall has been experiencing daily failures with existing heat pumps in the building. There are currently 19 heat pumps using a geothermal system under the parking lot of City Hall. Half of that system failed several years ago. To aid the remaining system, two boilers were installed.

Proposed work for phase #1 included replacing two heat pumps within City Hall and update the software that will control the independent gas boilers. Phase #2 of this project would be deciding if the remaining heat pumps are replaced and possible solutions of the failing geothermal system.

THEREFORE, BE IT RESOLVED To authorize the City Administrator to sign the Project Development Agreement Contract on items to be included in phase #2 of the project.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.264.25: Authorize the City Administrator to work with Advance Thief River to apply for the Intercultural Harmony Grant Program from the Laura Jane Musser Fund and authorize the Mayor to send a letter of support for this Welcoming Rivers project.

Following discussion, Councilmember Steve Narverud introduced Resolution 12.264.25, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, The Welcoming Rivers initiative represents an important step toward deepening relationships among the diverse groups that call our city home. Through shared meals, music, art, stories, and collaborative events, this project will encourage residents to learn from one another, build trust, and celebrate the richness of our collective identity. These kinds of experiences strengthen social cohesion, support community vitality, and help ensure that Thief River Falls remains a welcoming and resilient place for future generations.

THEREFORE, BE IT RESOLVED Authorize the City Administrator to work with Advance Thief River Falls to apply for the Intercultural Harmony Grant Program from the Laura Jane Musser Fund and authorize the Mayor to send a letter of support for this Welcoming Rivers project.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.265.25: Approve a Commercial Storefront Renovation Loan to Julia Nelson & Kathleen Metalak

Following discussion, Councilmember Michele McCraw introduced Resolution 12.265.25, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, The Community Development Advisory Board met at noon on Friday, November 21, 2025, to review and discuss the application request by Julia Nelson for a Commercial Storefront Renovation Loan through the City of Thief River Falls' Revolving Loan Fund in the amount of $35,000. After reviewing the application and speaking with the co-owner and contractor, the CDAB members determined there were $25,000 in eligible expenses and voted unanimously to recommend that the City Council approve a Commercial Storefront Renovation Loan in an amount up to $35,000 at a 3 percent interest rate for a period not to exceed 60 months. The property is located at 220 Horace Ave. N. and will be renovated for office space.

WHEREAS, Total estimated costs of the project are over $205,000.00. Since there are multiple improvement projects occurring the CDAB was challenged with determining what costs were eligible for the Storefront Renovation Loan and the applicants' request for an Energy Renovation Loan

THEREFORE, BE IT RESOLVED Approve a Commercial Storefront Renovation Loan in an amount up to $25,000 at a 3 percent interest rate for a period not to exceed 60 months from the City's Revolving Loan Fund to Julia Nelson and Kathleen Metelak, co-owners of 220 Horace Ave. N.

On vote being taken, the resolution was unanimously passed.

<u>RESOLUTION NO. 12.266.25: Approve a Commercial Energy Renovation Loan to Julia Nelson & Kathleen Metalak</u>

Following discussion, Councilmember Jason Aarestad introduced Resolution 12.266.25, being seconded by Councilmember Scott Pream, that: WHEREAS, The Community Development Advisory Board met at noon on Friday, November 21, 2025, to review and discuss the application request by Julia Nelson for a Commercial Energy Renovation Loan through the City of Thief River Falls' Revolving Loan Fund in the amount of $100,000. After reviewing the application and speaking with the co-owner and contractor, the CDAB members determined there were $100,000 in eligible expenses and voted unanimously to recommend that the City Council approve a Commercial Energy Renovation Loan in an amount up to $100,000 at a 2 percent interest rate for a period not to exceed 84 months. The property is located at 220 Horace Ave. N. and will be renovated for office space.

WHEREAS, Total estimated costs of the project are over $205,000.00. Since there are multiple improvement projects occurring the CDAB was challenged with determining what costs were eligible for the applicants' request for an Energy Renovation Loan and which were eligible for their request for a Storefront Renovation Loan.

THEREFORE, BE IT RESOLVED Approve a Commercial Energy Renovation Loan in an amount up to $100,000 at a 2 percent interest rate for a period not to exceed 84 months from the City's Revolving Loan Fund to Julia Nelson and Kathleen Metelak, co-owners of 220 Horace Ave. N.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.267.25: Appoint a Council member for Cybersecurity Committee

Following discussion, Councilmember Julie Bolduc introduced Resolution 12.267.25, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Current committee members include Mike Lorenson, Scott Pream, Angela Philipp and Joanne Olson. Meetings are scheduled on an "as-needed" basis and is not a term position. This appointment replaces a vacancy from Brian Holmer.

THEREFORE, BE IT RESOLVED To appoint a Council member Kelly Langness for the Cybersecurity Committee.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.268.25: To institute Minnesota Paid Leave effective 1/1/2026

Following discussion, Councilmember Scott Pream introduced Resolution 12.268.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The State of Minnesota, effective 1/1/26, is launching a Paid Leave program. Minnesota Paid Leave provides payments and job protection when time off is needed to care for yourself or your family. Paid Leave is funded by premiums paid by employees and employers. The initial premium rate is 0.88% of wages. The City will deduct 0.44% from wages and will then cover the remainder.

THEREFORE, BE IT RESOLVED To approve the MN Paid Leave benefits be funded by premiums from employers paid at a rate not less of 50% with the remainder to be paid by employees. To approve MOU's with MN Teamsters Public and Law Enforcement Employees Local #320 - City Employees, MN Teamsters Public and Law Enforcement Employees' Union, Local #320 – Firefighters, Law Enforcement Labor Service Local #193, the Management, Administrative, Professional, and Supervisory Employees Union, and Non-Union Employees.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.269.25: Purchase over the ice accent lighting for event and in-game experience at the Ralph Engelstad Arena

Following discussion, Councilmember Kelly Langness introduced Resolution 12.269.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, This RGB Lighting and Madrix control system upgrade will transform the arena into a dynamic, multipurpose venue that delivers fan experience, atmosphere and energy for ticketed events.

THEREFORE, BE IT RESOLVED To accept the quote of $79,637.00 to purchase RGB lighting and Madrix control system.

RESOLUTION NO. 12.270.25: Approve Library Bathrooms change proposal request #3

Following discussion, Councilmember Scott Pream introduced Resolution 12.270.25, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The previous door locks and handles that were ordered did not have the functionality that was needed at the public library.

THEREFORE, BE IT RESOLVED To approve the Library Bathrooms, change proposal request #3. The total cost is $2,592.76 to provide and install 2 new locks and handles on the new restroom doors.

On vote being taken, the resolution was passed. Bolduc opposed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Jason Aarestad thanked Sara Lunke and Scott Ingram for hosting the Christmas Kickoff at Floyd B. Olson Park.
- Kelly noted there are 7-8 holiday displays at the Tourist Park. It's free to the public and you walk or drive around the displays.

UPCOMING MEETINGS

- Public Utilities 12/8 at 7 am
- Public Safety 12/8 at 4:30 pm
- Administrative 12/9 at 4:30 pm
- Public Works 12/10 at 4:30 pm
- City Council 12/16 at 5:30 pm

INFORMATIONAL ITEMS

- Holiday Train 12/16 - Reminder this is a council night. Approximate time of arrive 7:45 pm.
- Holiday Hours - City offices will be closed December 25 for Christmas. There will be no garbage pickup.
- The City and City Council would like to extend its gratitude to Sandy Brink who is retiring after 30 years of dedication to the City. We wish her well and congratulate her on her retirement.
- Mike asked Scott Pream to check with the Chamber regarding their plans for Day at the Capital.
- Mike noted he's requested the Community Voice app to be installed on all councilmember's phones and requested council get familiar with using the app.

- Mike reminded councilmembers to respond to phone calls and emails in a timely manner.

ADJOURNMENT

There being no further discussion, Councilmember Scott Pream motioned being seconded by Councilmember Kelly Langness to adjourn at 7:44 pm. On vote being taken, the chair declared the motion unanimously carried.

______________________________________ Mayor Mike Lorenson

Attest: Angela Philipp, City Administrator ____