

COUNCIL PROCEEDINGS

Tuesday, December 21, 2021

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on December 21, 2021. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC HEARING - RESIDENTIAL TAX ABATEMENT

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Steve Narverud motioned, being seconded by Councilmember Curt Howe, to approve the agenda.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 12.255.21: Approval of December 7, 2021 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-255-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

THEREFORE, BE IT RESOLVED By the City Council, to approve December 7, 2021 Council Proceedings.

RESOLUTION NO. 12.256.21: City of Thief River Falls Bills and Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-256-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$1,626,487.42 and council per diem in the amount of \$2,990.00. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

RESOLUTION NO. 12.257.21: Approval To Process Year-End Accounts Payable Through December 30, 2021

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-257-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, Annually, the City Council can authorize payment of year-end bills to simplify the year-end accounting.

THEREFORE, BE IT RESOLVED by the City Council, to authorize staff to process year-end accounts payable with payment on December 30, 2021. Staff will email a report to the Council prior to payment with Council invited to contact City Administrator Angela Philipp if they see something they question.

RESOLUTION NO. 12.258.21: Approval of Certification of Unpaid Grass/Weed Mowing Charges to Property Owners' 2022 Property Tax

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-258-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, grass mowing charges remain unpaid to the City of Thief River Falls; and,

WHEREAS, pursuant to City Code Section 91.01 and Minnesota State Statute 429.101, the City may certify to the Pennington County Auditor the unpaid grass mowing charges.

THEREFORE, BE IT RESOLVED by the City Council, to certify the following unpaid grass mowing charges from the 2021 mowing season to the Pennington County Auditor for collection as part of the property owner's property tax statement in 2022:

ADDRESS	PARCEL	AMOUNT
618 Duluth Ave N	25.015.060.90	64.80
610 1st St E	25.006.297.60	64.80
1016 Duluth Ave N	25.021.019.20	45.68
102 Cottonwood Ave	25.054.021.30	20.30
939 Duluth Ave N	25.021.035.40	45.68

RESOLUTION NO. 12.259.21: Approval to Write Off Uncollectible Utility Accounts

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-259-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, Collection of delinquent accounts is done each month rather than wait until year end. The attached is a summary of what has been done with those delinquent accounts.

WHEREAS, Most delinquents are turned over to the Minnesota Revenue Recapture program to be taken from the customers State tax withholdings and end up being paid. A few are turned over to the Credit Bureau. If the customer who incurred the bill owned the property, we can certify it to the County for collection with taxes.

THEREFORE, BE IT RESOLVED Accept a Utility Committee recommendation to approve write-off of uncollectible utilities accounts for the previous 12-month period. \$20,849.39 has be turned over to the Credit Bureau; \$25,621.66 has been submitted to the MN Revenue Recapture program, \$411.51 in small direct write-offs and \$16,575.04 turned over to tax roll, for a total of \$63,457.60.

RESOLUTION NO. 12.260.21: Approval to Write Off Falls Liquor Store NSF Checks

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-260-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

THEREFORE, BE IT RESOLVED by the City Council, to accept a Public Safety/Liquor Committee recommendation to write off Falls Liquor Store NSF checks totaling \$1,019.71 to bad debt expense. Efforts will continue to collect on the outstanding accounts.

RESOLUTION NO. 12.261.21: Approve the TRF Police Department squad car purchase of a 2022 Dodge Charger police vehicle from Dodge of Burnsville to be paid from 2022 budget

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-261-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, The police department is budgeted for \$36,000 to purchase a squad vehicle for 2022 with an additional \$10,000 to purchase/install police equipment into the vehicle. Dodge of Burnsville is a state bid contract vendor and provided a quote of \$33,756 which also includes a number of options of value in a police vehicle. The Dodge Charger price was below the budget price and was what TRF PD officers expressed interest in for their next patrol vehicle.

WHEREAS, The attached spreadsheet shows the Dodge of Burnsville cost. The added options include ballistic door panels which provide an added level of safety for officers inside the passenger compartment as well as driver's side spotlight and pursuit rated tires. A second bid was received from a local dealership which was unable to match the Dodge of Burnsville price.

THEREFORE, BE IT RESOLVED Approve the TRF Police Department squad car purchase of a 2022 Dodge Charger police vehicle from Dodge of Burnsville to be paid from 2022 budget

RESOLUTION NO. 12.262.21: Approve for the City of Thief River Falls a Tape Drive and Cartridges

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-262-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, As part of our cybersecurity I highly recommended that we utilize tape backups to protect our data. Tape backups are the offline storage medium that is not connected to any network. Therefore ransomware attackers cannot access tape backups and infect the tape backup system. This purchase would include the tape drive, controller, data cartridges, and a cleaning cartridge.

FINANCIAL CONSIDERATIONS: \$5036.73 from the IT equipment budget

THEREFORE, BE IT RESOLVED Approve for the City of Thief River Falls a Tape Drive and Cartridges.

RESOLUTION NO. 12.263.21: Approve to advertise for City of Thief River Falls 5-year Fuel Supply

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-263-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

THEREFORE, BE IT RESOLVED To authorize the City of Thief River Falls to advertise in The Times on January 5th, 2022 for fuel supply bids for delivery and at the pump. Sealed bids will be received until 10:00 am Wednesday, January 26th, 2022 by the City Administrator on behalf of the City Council. To supply fuel to the City of Thief River Falls for 5-years (2022, 2023, 2024, 2025, and 2026) with unleaded regular gasoline and/ or gasohol, and No.1 low Sulphur, No. 2 low Sulphur, Premium Fuel with Diesel Additive; low Sulphur, and propane.

RESOLUTION NO. 12.264.21: Veterans Memorial Park Rebuild

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-264-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, The Veterans Memorial Park is a very visible and memorable landscape park that has many public benefits to the community. The park rebuild has been discussed in committee for the last several years and is need of repair.

WHEREAS, The Veterans Memorial Park has been deteriorating from age of plants and unwanted volunteer plant growth and is need of new landscaping (rock, edging, and weed barrier), as well as new plantings.

THEREFORE, BE IT RESOLVED Approve the proposal from the Cider Mill for the rebuilding of Veterans Memorial Park in the amount of \$4,374.00

RESOLUTION NO. 12.265.21: Approval of a Resolution to deed certain omitted real property to the Thief River Falls Golf Club and to authorize the Mayor and City Administrator to sign the same

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 12-265-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, The local Elevator is adding a spur railroad line at a location adjacent to the golf course driving range. In negotiating and preparing the easement document, the title review showed that a certain parcel of the existing driving range had not been transferred when the City deeded the golf course real property over to the Thief River Golf Club on July 11, 2005. The area in question was deeded by Lester and Thelma Halvorson to the City of Thief River Falls on November 27, 1991. The deed was not recorded or placed of record. That has now been done. The Thief River Golf Club is now requesting that the City transfer this omitted real property to it in order to clear the title issue and allow them to sign the easement with the local Elevator.

This matter was reviewed by the Public Works Committee, which recommended that the resolution be passed and the real property conveyed to the Thief River Falls Golf Club.

WHEREAS, This is to clear up an omission in the deed transfer by the City to the Thief River Golf Club in 2005.

FINANCIAL CONSIDERATIONS: The City would be responsible for the deed of transfer and minimum State Deed Tax of \$1.65 and the Thief River Golf Club would be responsible for the recording cost of the Resolution and the deed.

LEGAL CONSIDERATION: The city attorney has reviewed the matter.

THEREFORE, BE IT RESOLVED to approve a Resolution to deed certain real property consisting of the South ½ of the present driving range to the Thief River Falls Golf Course and authorize the Mayor and the City Administrator to sign the deed of conveyance.

NEW BUSINESS

RESOLUTION NO. 12.267.21: Approval of Tax Abatements

Following discussion, Councilmember Steve Narverud introduced Resolution No. 12-267-21, being seconded by Councilmember Michele McCraw, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, The homeowner must submit a copy of their property tax statement and proof of payment. There are six new properties eligible for abatement this year. There are nine existing properties in the second year, three in the third year and three in the fourth year of the abatement program. This program expired December 31, 2020. Any

homes meeting the qualifications with building permits issued prior to December 31, 2020 will be honored.

WHEREAS, The City of Thief River Falls and Pennington County, and in MMCDC'S Greenwood Neighborhood Addition also includes the school district, has a tax abatement program in place for new single-family homes built in the City of Thief River Falls. The home construction cost, excluding the lot value, cannot exceed \$160,000 for homes built prior to June of 2015 and \$200,000 for homes built after that. This abatement is good for three years and up to seven years if there are assessments. This only applies to the first owner occupying the home. Properties currently in the program, in their second, third or fourth year of abatement are as follows:

THEREFORE, BE IT RESOLVED Approve Tax Abatement for all abatements for the following properties in the amount of \$15,091.71.

- 219 Duluth Avenue North. Original Townsite of Thief Riv Lots 9 & 10 Blk 39. Parcel number 25.003.332.90 - Lester John Larson. Total estimated abatement is \$573.47.
- 212 Willow Road. Noreen's First Addition SO 12' of Lot 22, Lot 23, Lot 24 Less SO 44' Blk 4 Parcel number 25.062.053.00 - Adrian Prestebak. Total estimated abatement is \$646.93.
- 2028 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-013 Block-001 Parcel number 25.121.013.10 - Bryce Gillie. Total estimated abatement is \$780.13
- 2004 Nelson Drive. Lot 5, Block 1, MMCDC'S Greenwood Neighborhood Addition Lot-025 Block-001. Parcel number 25.121.025.10 - Lori Alvarado. Total estimated abatement is \$440.80.
- 2022 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-016 Block-001 Parcel number 25.121.016.10 - Shelby Erickson. Total estimated abatement is \$502.64.
- 110 Breezy Drive. Narveruds First Addition South 9' of Lot 3 and North 36' of Lot 4 Blk 2. Parcel number 25.043.004.22 - Donita Stepan. Total estimated abatement is \$1,000.53.

Second Year

- 2015 Greenwood Street East. Lot 4, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.004.10 – Kellie Dagg. Total estimated abatement is \$513.74.
- 2013 Greenwood Street East. Lot 3, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.003.10 – Tanner Nessen. Total estimated abatement is \$636.89.
- 2103 Greenwood Street East. Lot 9, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.009.10 – Brandi Dorge. Total estimated abatement is \$547.04.

- 2021 Greenwood Street East. Lot 7, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.007.10 – Mackenzie Swick. Total estimated abatement is \$628.96.
- 1526 Cartway Drive. Rustad Addition S 125' of N 135' of Lots 58-59 less E 14' of Lot 59 Parcel A. Parcel number 25.047.038.01 – Jeremiah Nichols. Total estimated abatement is \$875.79.
- 1301 Labree Avenue North. Fairfield Addition S 137.4' of Lot 16. Parcel number 25.022.017.00 – Diana Donarski. Total estimated abatement is \$675.47.
- 2101 Greenwood Street East. Lot 8, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.008.10 – Tanner Dicken. Total estimated abatement is \$670.72.
- 108 Breezy Drive. Narveruds First Addition South 45.5' of North 116' of Lot 3 Blk 2. Parcel number 25.043.004.21 – Wendall Wegge. Total estimated abatement is \$1,005.28.
- 108 Gabbi Court. Useldinger First Addition Lot 003 Southerly Part of Lot 3. Parcel number 25.115.003.00 – Marcia Sandahl. Total estimated abatement is \$861.52.

Third Year

- 2017 Greenwood Street East. Lot 5, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.005.10 – Jamie Englund. Total estimated abatement is \$662.26
- 100 Gabbi Court. Westerly part of Lot 1, Useldinger First Addition. Parcel number 25.115.001.00 – Suresh Sreedharan. Total estimated abatement is \$750.53.
- 102 Gabbi Court. Easterly part of Lot 1, Useldinger First Addition. Parcel number 25.115.001.01 – Steven Keogh. Total estimated abatement is \$779.60.

Fourth Year

- 2107 Greenwood Street East. MMCDC's Greenwood Neighborhood Addition Lot-011 Block-001. Parcel number 25.121.011.10 – Christina Pribyl. Total estimated abatement is \$695.56.
- 113 Eastwood Drive. South Eastwood Addition, Lot-005, Block-001. Parcel number 25.11100510 – Duane & Wendy Horras. Total estimated abatement is \$701.68
- 131 Eastwood Drive. South Eastwood Addition, Lot-001, Block-002. Parcel number 25.111.009.20 – Margaret Kaste. Total estimated abatement is \$1,142.17.

RESOLUTION NO. 12.268.21: Approval of 2022 Budget

Following discussion, Councilmember Steve Narverud introduced Resolution No. 12-268-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

THEREFORE, BE IT RESOLVED by the City Council, to adopt the City-wide 2022 Budget in the amount of \$36,704,443 of revenue from all funds and \$36,421,474 of expenditures from all funds, with a transfer to (or use of) fund reserves of \$282,969.

RESOLUTION NO. 12.269.21: Approval of 2022 Tax Levy

Following discussion, Councilmember Steve Narverud introduced Resolution No. 12-269-21, being seconded by Councilmember Michele McCraw, that:

On vote being taken, the resolution was unanimously passed.

THEREFORE, BE IT RESOLVED by the City Council, to certify the City of Thief River Falls 2022 Tax Levy at \$2,959,824 to the Pennington County Auditor, representing a 5.86% increase from the 2021 Tax Levy. The breakdown of the 2022 Tax Levy is as follows:

General Fund Levy	\$2,134,624
Bonded Debt Levy	\$ <u>825,200</u>
Net Tax Levy	\$2,959,824

RESOLUTION NO. 12.270.21: Procurement Policy

Following discussion, Councilmember Curt Howe introduced Resolution No. 12-270-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, Provides formalized guidelines for purchases by the city and that they are in full compliance with Federal, State and Local laws.

THEREFORE, BE IT RESOLVED Authorize the Mayor and City Administrator to sign the adopted City Procurement Policy.

RESOLUTION NO. 12.271.21: Approve the Engineering contract from STAR Engineering Services – DER Interconnection Coordinator

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 12-271-21, being seconded by Councilmember Anthony Bolduc, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, On 11/10/21 NMPA contacted STAR Energy Services to provide information and Up Grade Technical Specifications Manual for interconnection of Distributed Energy Resources for members of the NMPA. After careful review the Municipal Utilities Technical Specification Manual was approved. STAR Energy Services also provided an Engineering Contract for DER interconnection coordinator

and software license Agreement to all the members within the NMPA.

WHEREAS, With this agreement STAR Energy Services will act as the Thief River Utilities DER Interconnection Coordinator. Included but not limited to this role STAR will

- Assist the electric utilities with maintaining appropriate interconnection process and technical requirement documentation regarding distributed energy resources
- Interact with customers of the electric utility with their questions regarding distributed energy resource
- Review distributed energy resource interconnection applications
- Provide guidance to the electric utilities with physical interconnection and technical requirements
- Commission distributed energy resources to the City's distributed grid in accordance with IEEE 1547 and accepted technical specification.
- Assist with annual compliance filings to the appropriate regulatory bodies.
- Other engineering Services as requested

FINANCIAL CONSIDERATIONS: Setup costs for the first year will be \$2,800, remaining years after setup the cost will be \$2,000. For the first 25 applications of DER additional cost after 25 applications a fee of \$800 will be charged for an additional block of 25 applications. After 50 applications a fee of \$800 will be charged for an additional block of 25 applications. After 75 applications a preapplication fee will be implemented as follows: a fee of \$20 will be charged for each application between 76-300 and a fee of \$15 will be charged for each application over 300.

THEREFORE, BE IT RESOLVED Approve the Engineering contract from STAR Engineering Services – DER Interconnection Coordinator.

RESOLUTION NO. 12.272.21: Approve a Cybersecurity Policy for the City of Thief River Falls

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 12-272-21, being seconded by Councilmember Rachel Prudhomme, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, The City of Thief River Falls presently does not have a cybersecurity policy.

WHEREAS, The City of Thief River Falls Cybersecurity policy is a concise set of security policies that provide the security framework upon which all subsequent security efforts will be based. They define the appropriate and authorized behavior for personnel approved to use the City of Thief River Falls information assets. This policy will replace the existing MIS Policy and should be reviewed annually.

THEREFORE, BE IT RESOLVED Approve a Cybersecurity Policy for the City of Thief

River Falls.

RESOLUTION NO. 12.273.21: To Approve the Mutual Aid Agreement between the Pennington County Sheriff's Office and the Thief River Falls Police Department for the Joint Special Response Team and for Signature by the Mayor and Chief.

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 12-273-21, being seconded by Councilmember Rachel Prudhomme, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, The joint Thief River Falls Police Department and Pennington County Sheriff's Office will include 9 police officers from the Police Department and 4 deputies from the Sheriff's. The mission of the Special Response Team (SRT) team is to respond to high risk, dangerous, or potentially dangerous situations that the general patrol officer does not have the resources sufficient to resolve. The SRT will accomplish this through the use of special tools and tactics designed to reduce the risk of injury or death to the officers, subject, and the public. This will be accomplished through a higher level of training and standards meant to provide a team that can work in concert to achieve a desired outcome in any given situation.

The SRT is a collaboration of highly motivated Officers and Deputies that possess a higher level of training than the general patrol officer. The Special Response team will train together to a level that will allow them to work as a cohesive unit. The SRT will be available upon request for any call for assistance within Pennington County. They will utilize specialized tools and tactics designed to address a dangerous situation in the safest most professional manner possible.

THEREFORE, BE IT RESOLVED To Approve the Mutual Aid Agreement between the Pennington County Sheriff's Office and the Thief River Falls Police Department for the Joint Special Response Team and for Signature by the Mayor and Chief.

RESOLUTION NO. 12.274.21: Approve a change order to eliminate the construction of the side trail to Belleville Court from the Franklin School Trail

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 12-274-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, In early 2019 the city was awarded a Safe Routes to School (SRTS) grant to construct a 10-foot wide multi-use trail in the former County Ditch 1 easement from Greenwood Street to Edgewood Drive, with a connection to Belleville Court, and from Edgewood Drive through a pedestrian easement to the east side of Franklin Middle School. A second trail would be constructed from Edgewood Drive to Spruce Avenue along the south side of Gulf Street. This project was developed with full cooperation and support from ISD 564.

WHEREAS, At the start of the project construction in late September of 2021 the two properties owners adjacent to the Belleville Court trail connection objected to the trail.

Construction was suspended on that portion of the project and the property owners were given the opportunity to attend a Public Works Committee meeting on October 13th, 2021 to voice their opinions, resulting in a public hearing on December 7th, 2021 at City Council Chambers.

FINANCIAL CONSIDERATIONS: This project is being funded with SRTS grant and local funds.

LEGAL CONSIDERATION: Reviewed by Delray Sparby.

THEREFORE, BE IT RESOLVED Approve a change order to eliminate the construction of the side trail to Belleville Court from the Franklin School Trail. Widseth Engineering has determined the removal of the side trail construction would result in a \$19,039.10 decrease in project cost.

RESOLUTION NO. 12.266.21: Call for a Feasibility Report for the potential 2022 Street & Utilities Improvements.

Following discussion, Councilmember Steve Narverud introduced Resolution No. 12-266-21, being seconded by Councilmember Curt Howe, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, The following list of potential improvements is based on items from the City's Capital Improvement Program, items requested by developers, and other departments requests.

- Resurfacing and improvements on State, Arnold, Duluth, and Knight Avenues.
- Resurfacing on 5th, 7th, 8th, and 9th streets from State Avenue to Main Avenue.

WHEREAS, The City needs to begin the process of discussing items to be included in a public improvement project in 2022 to assure adequate time for a project hearing and construction drawings preparation to have a project ready to bid in the Spring of 2022 for completion next fall.

LEGAL CONSIDERATION: Minnesota Statute Chapter 429 requirements apply.

THEREFORE, BE IT RESOLVED Call for a Feasibility Report for the potential 2022 Street & Utilities Improvements.

RESOLUTION NO. 12.275.21: Approval of 2021 MAPS Contract and revision to City Administrator and Human Resources Specialist Agreements

Following discussion, Councilmember Curt Howe introduced Resolution No. 12-275-21, being seconded by Councilmember Mike Lorenson, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, The current MAPS bargaining contract expired on December 31, 2020.

The MAPS Bargaining Unit and the Ad-Hoc Labor Committee have met in negotiations over the last year and have reached a tentative agreement for year 2021. The proposed contract includes a wage increase in the amount of 1.75% for 2021 retroactive to January 1, 2021.

The MAPS Bargaining unit members have voted on, and approved, the proposed 2021 contract as negotiated.

The City Administrator and Human Resources Specialist will receive wage increases 1.75% retroactive to January 1st 2021.

THEREFORE, BE IT RESOLVED Approval of 2021 MAPS Contract and revision to City Administrator and Human Resources Specialist Agreements.

RESOLUTION NO. 12.276.21: Change Order for the Meter Data Sync software with the removal of Executime Timecard Software for Payroll with Tyler Contract.

Following discussion, Councilmember Michele McCraw introduced Resolution No. 12-276-21, being seconded by Councilmember Steve Narverud, that:

On vote being taken, the resolution was unanimously passed.

FINANCIAL CONSIDERATIONS: Contract total is \$16,810.

THEREFORE, BE IT RESOLVED Approve the Tyler Technologies change order quote for Incode 10 Customer Relationship Management Suite, Additional Handheld Meter-Reader Interface and Meter Data Sync with Scheduler and then not to go Forward with the Executime Timecard Software for Payroll.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Councilmember Steve Narverud mentioned snow removal: residents need to shovel sidewalks. If the city shovels it the residents will be charged.
- Councilmember Rachel Prudhomme commented on the Advanced Thief River Report. She doesn't feel they are doing anything new.
- Mayor Holmer commented that the city doesn't pay the Chamber for their services.
- Councilmember Curt Howe mentioned no garbage service, December 24th and 31st.
- Mayor Holmer mentioned the Board and Committee Assignments. Also, the Committee of Whole meeting will be Monday, January 24th, at 5:30 p.m.

Merry Christmas and Happy New Year

UPCOMING MEETINGS

- City Council Meeting - January 4th at 5:30 p.m.
- Utilities Committee - January 10th at 7:00 a.m.
- Public Safety/Liquor Committee - January 10th at 4:30 p.m.
- Administrative Services Committee - January 11th at 4:30 p.m. Room 201 City Hall

- Public Works Committee - January 12th at 4:30 p.m.

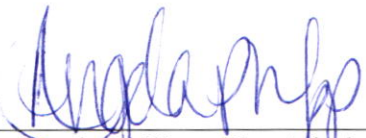
INFORMATIONAL ITEMS

- Investment Summary 11/2021
- Advance Thief River - December Report

ADJOURNMENT

There being no further discussion, Councilmember Curt Howe moved, being seconded by Councilmember Rachel Prudhomme to adjourn at 5:55 p.m. On vote being taken, the Chair declared the motion unanimously carried.

Attest:



Angela Philipp, City Administrator

Brian D. Holmer, Mayor