

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, April 21, 2026

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

- | | |
|---|---|
| <input type="checkbox"/> Mike Lorenson, Mayor | <input type="checkbox"/> Megan Arlt, Ward 1 |
| <input type="checkbox"/> Julie Bolduc, Ward 2 | <input type="checkbox"/> Kelly Langness, Ward 3 |
| <input type="checkbox"/> Michele McCraw, Ward 4 | <input type="checkbox"/> Scott Pream, Ward 5 |
| <input type="checkbox"/> Jason Aarestad, At-Large 1 | <input type="checkbox"/> Steve Narverud, At-Large 2 |

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 April 7, 2026 Council Proceedings (3-7)
- 7.2. City of Thief River Falls Bills and Disbursements (8-41)
- 7.3. Approve Fireworks Permit for Pennington County Fair (J&M Displays) (42-46)

8. NEW BUSINESS

- 8.1. Water Treatment Plant Reroof (47)
- 8.2. Approval of the TRF Police Department to purchase a 2015 Chevrolet Tahoe (48)
- 8.3. Approval of the TRF Police Department to designate 3 vehicles as surplus to be sold at auction (49)

- 8.4. Renewal of Existing Virtualization Platform (50-58)
- 8.5. Surplus Auction Items (59)
- 8.6. Public Safety Aid Purchase - Wildland Pump Packs (60-61)
- 8.7. Informational Meeting – Rental Inspection Program (62)
- 8.8. 413 Knight Ave. North (63)
- 8.9. Vacate Alley on Old Sanford Hospital Property (64-71)
- 8.10. MOU with Public Library (72-83)
- 8.11. Facility Condition Assessment (84-92)
- 8.12. Elevator Sump Pump (93-96)
- 8.13. Membership in Community Venture Network (CVN) (97-102)

9. 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.*

10. UPCOMING MEETINGS

- Adjourn to: Pennington County Cleanup Day at Les's Sanitation May 2
 - 1345 Hwy 32. S Thief River Falls from 8 am - 12 pm (Noon)
- May 5 - City Council Meeting at 5:30 in Council Chambers
- May 11 - Public Utilities Committee Meeting at 7 am in Room 101
- May 11 - Public Safety Committee Meeting at 4:30 pm in Room 101
- May 12 - Administrative Committee Meeting at 4:30 pm in Room 101
- May 13 - Public Works Committee Meeting at 4:30 pm in Room 101
- May 19 - City Council Meeting at 5:30 pm in Council Chambers

11. INFORMATIONAL ITEMS

- Reminder of Pennington County Cleanup Day May 2 at Les's Sanitation 8am-noon
- Mayoral Update

12. 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, April 7, 2026**

CALL TO ORDER

This meeting is officially called to order at 5:30 pm on April 7, 2026. 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, Bolduc and Langness. Mayor Lorenson chaired the meeting.

PUBLIC FORUM

Bjorn Solberg (Halstad) introduced himself to the council. He is the Senate District 1 Candidate and noted he is visiting towns in the district to learn more about the areas, challenges and progress being made.

**PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION
ANNOUNCEMENTS**

Zehlians - Flower Baskets

Carol Ihle, Pauline Gustafson and Faye Aughenbaugh (representing The Zehlians) addressed the council with an update on the hanging baskets.

- They noted they will be hanging 125 baskets this year (5 more than before) and have purchased new posts and hanging brackets. The new planters are 24" post with liners and water reservoirs that hold over a gallon of water with wick strips to help keep flowers watered longer; hoping to decrease the amount of time volunteers need to water during the week. The new pots have been delivered to Honkerflats who will plant three bunches of flowers in each planter and delivering to the Electrical Building around the end of May. The group hopes to start hanging the pots June 1. The Electrical Department will assist in hanging the baskets on light poles.
- Carol noted the Hartz Foundations generously funded a grant to purchase a new UTV from Arctic Cat.
- They will be looking at adding additional hanging locations around town including 1st street.
- The group noted they are looking for volunteers to help water the pots throughout the summer season.
- The group noted donation/sponsorship forms are available for pickup

Proclamation - National Public Health Week

Mayor Lorenson proclaimed this week to be National Public Health Week in Thief River Falls.

APPROVE AGENDA

Councilmember Scott Pream motioned being seconded by Councilmember Jason Aarestad to

approve the agenda.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 04.63.26: Approval of March 17, 2026 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced RESOLUTION 04.63.26, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED, by the City Council, to approve the March 17, 2026 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.64.26: City of Thief River Falls Bills, Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced RESOLUTION 04.64.26, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED, by the City Council, to authorize payment of bills and disbursements in th total amount of \$2,246,701.64 and Council Per Diem in the total amount of \$455.00. 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. 04.65.26: Parallel Parking Limits on 158th St from Kendall Ave to Hanson Drive

Following discussion, Councilmember Scott Pream introduced Resolution 04.65.26, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The County of Pennington has submitted to the Commissioner of Transportation the plans and specifications for the improvement of 158th Street from Kendall Avenue to Hanson Drive.

THEREFORE, BE IT RESOLVED to approve the requirement that parking of all vehicles within the corporate limits of 158th St, State Aide Route No. 11, be parallel with the curb in accordance with the State Aid Standards.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.66.26: Approve promotion of School Resource Officer (SRO) Dusty Arlt to Juvenile Investigator

Following discussion, Councilmember Scott Pream introduced Resolution 04.66.26, being seconded by Councilmember Steve Narverud, that:

WHEREAS, As a result of the opening of our Juvenile Investigator position at the end of 2025 we put out an internal application process to fill this position. Through the process of interviews we would like to proceed with the promotion of SRO Dusty Arlt to Juvenile Investigator. This position will be effective immediately following the councils decision on the above date. Please note that SRO Dusty Arlt will still fulfill the SRO duties until the end of the school year of 2026. If approved we will start the internal process of finding our next SRO.

THEREFORE, BE IT RESOLVED To approve the promotion of SRO Dusty Arlt to Juvenile Investigator.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.67.26: Plastic Refuse Bags

Following discussion, Councilmember Scott Pream introduced Resolution 04.67.26, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The city of Thief River Falls purchases plastic refuse bags on an annual basis for distribution to the residents of the city. The city has historically used black garbage bags with "TRF" printed on them to indicate they are a sanitation customer of the City. Revolution Materials is the lowest bid and has supplied the city with sanitation bids since 2012. Bag features remain the same as the previous two years of 1.3 mil thickness with white printed "TRF" lettering, flat seal and no ties.

THEREFORE, BE IT RESOLVED Approve the purchase of plastic refuse bags from Revolution Materials, Inc. in the amount of \$39,441.25.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.68.26: 2026 Street and Utilities Improvements

Following discussion, Councilmember Scott Pream introduced Resolution 04.68.26 , being seconded by Councilmember Jason Aarestad, that:

WHEREAS, Approving plans and specifications and calling for bids at the April 07th council meeting will allow for the state aid review and advertising time required for an anticipated project to be constructed in 2026.

THEREFORE, BE IT RESOLVED Adopt a Resolution approving Plans and Specifications and Calling for Bids on the 2026 Street and Utilities Improvements as follows:

Federal Funded

- New storm sewer on 6th St. from RR tracks to Barzen Ave., replace storm sewer

and Curb and Gutter on Brooks Ave. from east entrance at REA to 6th St. storm sewer, reclamation and reconstruction of base, 4” bituminous surface, Curb and Gutter replacement, sidewalk replacement, turf establishment.

- Barzen multi-use trail includes road reconstruction on 1st street west of Barzen Ave. includes Storm sewer realignment, pedestrian ramps, mailbox relocation, tree removal, and turf establishment.
- Streetlamp LED replacement

The Etimated total project costs is \$2,420,692.35.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Mike asked when spring leaf pickup will begin. Steve and Travis noted its weather permitting, same with street sweeper. Travis noted spring leaf pickup is traditionally the 1st & 2nd week of May. The snow must be gone or it will be pushed to 2nd & 3rd week.
- Travis encouraged those that live by storm drains to help clear ice to help water move faster
- Julie noted the Public Works team did a great job this winter with snow removal and thanked them.

UPCOMING MEETINGS

- Planning Commission 4/8 at 5 pm - Council Chambers
- State of the City Address 4/10 at 11 am - Council Chambers (recorded)
- Public Utilities Committee 4/13 at 7 am - Room 101
- Public Safety Committee 4/13 at 4:30 pm - Room 101
- Administrative Committee 4/14 at 4:30 pm - Room 101
- Public Works Committee 4/15 at 4:30 pm - Room 101
- City Council 4/21 @5:30 pm - Council Chambers_

INFORMATIONAL ITEMS

- Pennington County Clean Up Day May 2 from 8 am - 12 pm. Visit City website for more details or call 681-7312.
- Mayoral Update_

ADJOURNMENT

There being no further discussion, Councilmember Pream motioned being seconded by Councilmember Langness to adjourn at 6:17 pm. On vote being taken, the Chair declared the motion unanimously carried.

_____ Mayor Mike Lorenson

Attest: City Administrator Angela Philipp _____



| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|---|----------------|------------|------------------------------|----------------|---------------------|------------|-----------------|
| Vendor: ELAN FINANCIAL SERVICES | | | | | | | |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4150-64400 | | 03/18/2026 | 365.88 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4192-63020 | | 03/18/2026 | 38.48 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4210-62880 | | 03/18/2026 | 247.91 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4210-63034 | | 03/18/2026 | 901.40 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4210-63034 | | 03/18/2026 | 174.46 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4210-63320 | | 03/18/2026 | 395.00 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4210-63320 | | 03/18/2026 | 790.00 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4210-64330 | | 03/18/2026 | 25.00 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4210-64330 | | 03/18/2026 | 25.00 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4220-64400 | | 03/18/2026 | 243.10 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4220-64400 | | 03/18/2026 | 243.10 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4240-63590 | | 03/18/2026 | 170.00 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4315-62010 | | 03/18/2026 | 13.49 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4315-62210 | | 03/18/2026 | 279.11 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 100-4660-64400 | | 03/18/2026 | 42.96 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 620-4840-62010 | | 03/18/2026 | 31.48 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 620-4890-64370 | | 03/18/2026 | 20.00 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 620-4890-64370 | | 03/18/2026 | 20.00 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 670-4850-62200 | | 03/18/2026 | 9.00 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 670-4850-62200 | | 03/18/2026 | 32.00 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 680-4840-62010 | | 03/18/2026 | 9.00 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 690-4840-62010 | | 03/18/2026 | 35.98 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 690-4840-62990 | | 03/18/2026 | 37.87 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 690-4840-62990 | | 03/18/2026 | 98.81 |
| ELAN FINANCIAL SERVICES | FEB/MAR 2026 | 03/18/2026 | 0812: 2/18/26-3/18/26 CC ... | 690-4890-64400 | | 03/18/2026 | 29.99 |
| Vendor ELAN FINANCIAL SERVICES Total: | | | | | | | 4,279.02 |
| Vendor: FLEET SUPPLY | | | | | | | |
| FLEET SUPPLY | 43095 | 03/30/2026 | TRUNBUCKLE-SWEEPER | 670-4850-62210 | | 03/30/2026 | 27.99 |
| Vendor FLEET SUPPLY Total: | | | | | | | 27.99 |
| Vendor: NAPA AUTO PARTS THF RVR FL | | | | | | | |
| NAPA AUTO PARTS THF RVR.. | 748697 | 03/27/2026 | HEATER HOSE-TOOLCAT #5... | 100-4510-62210 | | 03/27/2026 | 9.60 |
| NAPA AUTO PARTS THF RVR.. | 748770 | 03/31/2026 | PUMP #5702 | 670-4850-62210 | | 03/31/2026 | 22.99 |
| Vendor NAPA AUTO PARTS THF RVR FL Total: | | | | | | | 32.59 |
| Vendor: NORTHDALE OIL INC | | | | | | | |
| NORTHDALE OIL INC | MARCH2026 | 03/31/2026 | FUEL PURCHASES FOR MAR.... | 100-4210-62120 | | 03/31/2026 | 1,560.50 |
| NORTHDALE OIL INC | MARCH2026 | 03/31/2026 | FUEL PURCHASES FOR MAR.... | 100-4220-62120 | | 03/31/2026 | 60.37 |

Council Approval Register

Packet: APPKT01747 - 4/2/26-DIRECT PAYABLES-CREDIT CARD

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--|----------------|------------|----------------------------|----------------|---------------------|------------|-----------------|
| NORTHDALE OIL INC | MARCH2026 | 03/31/2026 | FUEL PURCHASES FOR MAR.... | 100-4312-62120 | | 03/31/2026 | 413.32 |
| NORTHDALE OIL INC | MARCH2026 | 03/31/2026 | FUEL PURCHASES FOR MAR.... | 690-4840-62120 | | 03/31/2026 | 415.29 |
| Vendor NORTHDALE OIL INC Total: | | | | | | | 2,449.48 |
| Vendor: NORTHWEST POWER SYSTEMS INC | | | | | | | |
| NORTHWEST POWER SYST... | T350424 | 03/30/2026 | PIN KIT ON PLOW #5431 | 100-4510-62210 | | 03/30/2026 | 159.76 |
| Vendor NORTHWEST POWER SYSTEMS INC Total: | | | | | | | 159.76 |
| Vendor: T R F HARDWARE | | | | | | | |
| T R F HARDWARE | 34043594 | 03/31/2026 | LED BULB-LIFT #9 | 680-4840-62990 | | 03/31/2026 | 17.99 |
| Vendor T R F HARDWARE Total: | | | | | | | 17.99 |
| Vendor: VESTIS | | | | | | | |
| VESTIS | 2630534795 | 03/31/2026 | WTP RUGS | 620-4890-63030 | | 03/31/2026 | 100.82 |
| Vendor VESTIS Total: | | | | | | | 100.82 |
| Grand Total: | | | | | | | 7,067.65 |

Fund Summary

| Fund | Expense Amount |
|--------------------------------|-----------------|
| 100 - GENERAL FUND | 6,158.44 |
| 620 - WATER UTILITY FUND | 172.30 |
| 670 - STORM WATER UTILITY FUND | 91.98 |
| 680 - WASTEWATER UTILITY FUND | 26.99 |
| 690 - ELECTRIC UTILITY FUND | 617.94 |
| Grand Total: | 7,067.65 |

Account Summary

| Account Number | Account Name | Expense Amount |
|---------------------|-----------------------------|-----------------|
| 100-4150-64400 | Travel, Conference, Sch... | 365.88 |
| 100-4192-63020 | Computer Maintenance... | 38.48 |
| 100-4210-62120 | Gas-Oil-Lube | 1,560.50 |
| 100-4210-62880 | Personal Protective Equi... | 247.91 |
| 100-4210-63034 | SRT Expense | 1,075.86 |
| 100-4210-63320 | Training Expense | 1,185.00 |
| 100-4210-64330 | Dues and Subscriptions | 50.00 |
| 100-4220-62120 | Gas-Oil-Lube | 60.37 |
| 100-4220-64400 | Travel, Conference, Sch... | 486.20 |
| 100-4240-63590 | Printing & Publications | 170.00 |
| 100-4312-62120 | Gas-Oil-Lube | 413.32 |
| 100-4315-62010 | Office Supplies | 13.49 |
| 100-4315-62210 | Equipment Maint & Repa.. | 279.11 |
| 100-4510-62210 | Equipment Maint & Repa.. | 169.36 |
| 100-4660-64400 | Travel, Conference, Sch... | 42.96 |
| 620-4840-62010 | Office Supplies | 31.48 |
| 620-4890-63030 | Contracts Expense | 100.82 |
| 620-4890-64370 | Taxes and Licenses | 40.00 |
| 670-4850-62200 | System Expense | 41.00 |
| 670-4850-62210 | Equipment Maint & Repa.. | 50.98 |
| 680-4840-62010 | Office Supplies | 9.00 |
| 680-4840-62990 | Misc. Operating Expense | 17.99 |
| 690-4840-62010 | Office Supplies | 35.98 |
| 690-4840-62120 | Gas-Oil-Lube | 415.29 |
| 690-4840-62990 | Misc. Operating Expense | 136.68 |
| 690-4890-64400 | Travel, Conference, Sch... | 29.99 |
| Grand Total: | | 7,067.65 |

Project Account Summary

| Project Account Key | Expense Amount |
|---------------------|-----------------|
| **None** | 7,067.65 |
| Grand Total: | 7,067.65 |



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01749 - 4/7/26-DIRECT PAY-MN ENERGY

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|---|-------------------|------------|----------------------------|----------------|---------------------|------------|------------------|
| Vendor: BANKCARD ELECTRONIC PYMTS INC | | | | | | | |
| BANKCARD ELECTRONIC P... | MAR2026-LIQ-CC | 04/01/2026 | CREDIT CARD FEES-MARCH ... | 610-4890-63060 | | 04/01/2026 | 6,910.59 |
| Vendor BANKCARD ELECTRONIC PYMTS INC Total: | | | | | | | 6,910.59 |
| Vendor: BEVERAGE WHOLESALERS INC | | | | | | | |
| BEVERAGE WHOLESALERS I... | 426675 | 03/19/2026 | BEER | 610-4810-62520 | | 03/19/2026 | 693.04 |
| Vendor BEVERAGE WHOLESALERS INC Total: | | | | | | | 693.04 |
| Vendor: COCA-COLA BOTTLING COMPANY | | | | | | | |
| COCA-COLA BOTTLING CO... | 5393397 | 03/19/2026 | MIX | 610-4810-62540 | | 03/19/2026 | 257.00 |
| COCA-COLA BOTTLING CO... | 5423840 | 03/26/2026 | MIX | 610-4810-62540 | | 03/26/2026 | 329.50 |
| Vendor COCA-COLA BOTTLING COMPANY Total: | | | | | | | 586.50 |
| Vendor: DUSTIN ARLT | | | | | | | |
| DUSTIN ARLT | REIMB-114321 | 04/03/2026 | CLOTHING ALLOWANCE | 100-4210-62880 | | 04/03/2026 | 457.42 |
| Vendor DUSTIN ARLT Total: | | | | | | | 457.42 |
| Vendor: ELECTRONIC PAYMENT | | | | | | | |
| ELECTRONIC PAYMENT | MARCH2026-LIQ | 04/01/2026 | CREDIT CARD FEES-MARCH ... | 610-4890-63060 | | 04/01/2026 | 10.00 |
| Vendor ELECTRONIC PAYMENT Total: | | | | | | | 10.00 |
| Vendor: JAMISON STEER | | | | | | | |
| JAMISON STEER | REIMB-UA BOOT | 03/29/2026 | BOOT ALLOWANCE-REIMB... | 100-4210-62880 | | 03/29/2026 | 135.50 |
| Vendor JAMISON STEER Total: | | | | | | | 135.50 |
| Vendor: KJELL JOHNSRUD | | | | | | | |
| KJELL JOHNSRUD | REIMB-GALLS BOOTS | 04/03/2026 | BOOT ALLOWANCE | 100-4210-62880 | | 04/03/2026 | 191.95 |
| Vendor KJELL JOHNSRUD Total: | | | | | | | 191.95 |
| Vendor: MC KINNON COMPANY INC | | | | | | | |
| MC KINNON COMPANY INC | 906145 | 03/20/2026 | BEER | 610-4810-62520 | | 03/20/2026 | 2,732.15 |
| MC KINNON COMPANY INC | 1150000187 | 03/24/2026 | BEER CREDIT | 610-4810-62520 | | 03/24/2026 | -54.00 |
| MC KINNON COMPANY INC | 906401 | 03/24/2026 | LIQUOR & BEER | 610-4810-62510 | | 03/24/2026 | 1,220.00 |
| MC KINNON COMPANY INC | 906401 | 03/24/2026 | LIQUOR & BEER | 610-4810-62520 | | 03/24/2026 | 14,819.55 |
| MC KINNON COMPANY INC | 907419 | 03/27/2026 | LIQUOR & BEER | 610-4810-62510 | | 03/27/2026 | 2,665.00 |
| MC KINNON COMPANY INC | 907419 | 03/27/2026 | LIQUOR & BEER | 610-4810-62520 | | 03/27/2026 | 1,658.80 |
| MC KINNON COMPANY INC | 907706 | 03/31/2026 | LIQUOR & BEER | 610-4810-62520 | | 03/31/2026 | 6,745.55 |
| MC KINNON COMPANY INC | 907812 | 03/31/2026 | BEER | 610-4810-62520 | | 03/31/2026 | 998.70 |
| Vendor MC KINNON COMPANY INC Total: | | | | | | | 30,785.75 |
| Vendor: MN DPT OF LABOR & INDUSTRY | | | | | | | |
| MN DPT OF LABOR & INDUS... | ALR0189490X | 03/28/2026 | WTP ELEVATOR ANNUAL FEE | 620-4890-64370 | | 03/28/2026 | 145.00 |
| Vendor MN DPT OF LABOR & INDUSTRY Total: | | | | | | | 145.00 |

Council Approval Register

Packet: APPKT01749 - 4/7/26-DIRECT PAY-MN ENERGY

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--|----------------|------------|------------------------------|----------------|---------------------|------------|------------------|
| Vendor: MN ENERGY RESOURCES #0503307772-00005 | | | | | | | |
| MN ENERGY RESOURCES #0... | 5873276631 | 03/30/2026 | MAR2026-50330772-5: ME... | 690-4830-63890 | | 03/30/2026 | 1,441.43 |
| Vendor MN ENERGY RESOURCES #0503307772-00005 Total: | | | | | | | 1,441.43 |
| Vendor: NORTHWEST BEVERAGE INC | | | | | | | |
| NORTHWEST BEVERAGE INC | 161474 | 03/20/2026 | BEER | 610-4810-62520 | | 03/20/2026 | 9,759.50 |
| NORTHWEST BEVERAGE INC | 161485 | 03/23/2026 | LIQUOR & BEER | 610-4810-62510 | | 03/23/2026 | 449.55 |
| NORTHWEST BEVERAGE INC | 161485 | 03/23/2026 | LIQUOR & BEER | 610-4810-62520 | | 03/23/2026 | 5,125.25 |
| NORTHWEST BEVERAGE INC | 161583 | 03/27/2026 | LIQUOR & BEER | 610-4810-62510 | | 03/27/2026 | 171.00 |
| NORTHWEST BEVERAGE INC | 161583 | 03/27/2026 | LIQUOR & BEER | 610-4810-62520 | | 03/27/2026 | 3,754.00 |
| NORTHWEST BEVERAGE INC | 161595 | 03/30/2026 | LIQUOR-BEER-MIX | 610-4810-62510 | | 03/30/2026 | 1,237.65 |
| NORTHWEST BEVERAGE INC | 161595 | 03/30/2026 | LIQUOR-BEER-MIX | 610-4810-62520 | | 03/30/2026 | 11,702.10 |
| NORTHWEST BEVERAGE INC | 161595 | 03/30/2026 | LIQUOR-BEER-MIX | 610-4810-62540 | | 03/30/2026 | 192.50 |
| Vendor NORTHWEST BEVERAGE INC Total: | | | | | | | 32,391.55 |
| Vendor: PATTI J MYRFIELD | | | | | | | |
| PATTI J MYRFIELD | REISSUE-97671 | 04/07/2026 | DAMAGED CHECK#97671-U... | 690-20250 | | 04/07/2026 | 103.88 |
| Vendor PATTI J MYRFIELD Total: | | | | | | | 103.88 |
| Vendor: POMPS TIRE SERVICE INC | | | | | | | |
| POMPS TIRE SERVICE INC | 1550038012 | 03/25/2026 | TIRE REPAIR-2022 FORD INT... | 100-4210-62120 | | 03/25/2026 | 37.45 |
| Vendor POMPS TIRE SERVICE INC Total: | | | | | | | 37.45 |
| Vendor: WASTE MASTERS LLC | | | | | | | |
| WASTE MASTERS LLC | 63X00074 | 03/31/2026 | 680093-CARDBOARD DUMP... | 610-4840-62990 | | 03/31/2026 | 96.00 |
| WASTE MASTERS LLC | 63X00251 | 03/31/2026 | MARCH 2026 COLLECTION ... | 100-4315-63030 | | 03/31/2026 | 162.50 |
| WASTE MASTERS LLC | 63X09334 | 03/31/2026 | DISPOSAL OF OLD FLUORES... | 100-4220-62990 | | 03/31/2026 | 54.85 |
| Vendor WASTE MASTERS LLC Total: | | | | | | | 313.35 |
| Grand Total: | | | | | | | 74,203.41 |

Fund Summary

| Fund | Expense Amount |
|-----------------------------|-----------------------|
| 100 - GENERAL FUND | 1,039.67 |
| 610 - LIQUOR DISPENSARY | 71,473.43 |
| 620 - WATER UTILITY FUND | 145.00 |
| 690 - ELECTRIC UTILITY FUND | 1,545.31 |
| Grand Total: | 74,203.41 |

Account Summary

| Account Number | Account Name | Expense Amount |
|-----------------------|-----------------------------|-----------------------|
| 100-4210-62120 | Gas-Oil-Lube | 37.45 |
| 100-4210-62880 | Personal Protective Equi... | 784.87 |
| 100-4220-62990 | Misc. Operating Expense | 54.85 |
| 100-4315-63030 | Contracts Expense | 162.50 |
| 610-4810-62510 | Liquor for Resale | 5,743.20 |
| 610-4810-62520 | Beer for Resale | 57,934.64 |
| 610-4810-62540 | Soft Drinks/Mix for Resa... | 779.00 |
| 610-4840-62990 | Misc. Operating Expense | 96.00 |
| 610-4890-63060 | Credit Card Fees | 6,920.59 |
| 620-4890-64370 | Taxes and Licenses | 145.00 |
| 690-20250 | Customer Deposits | 103.88 |
| 690-4830-63890 | Utilities Expense | 1,441.43 |
| Grand Total: | 74,203.41 | |

Project Account Summary

| Project Account Key | Expense Amount |
|----------------------------|-----------------------|
| **None** | 74,203.41 |
| Grand Total: | 74,203.41 |



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01755 - 4/14/26-DIRECT PAYABLES-MN ENERGY

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--|----------------|------------|-----------------------------|----------------|---------------------|------------|-----------------|
| Vendor: BRAY CONSTRUCTION, INC. | | | | | | | |
| BRAY CONSTRUCTION, INC. | INV-00001116 | 04/14/2026 | DOUBLE PAYMENT: APPLIC... | 100-4240-53221 | | 04/14/2026 | 715.00 |
| Vendor BRAY CONSTRUCTION, INC. Total: | | | | | | | 715.00 |
| Vendor: GARDEN VALLEY TECHNOLOGIES | | | | | | | |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4150-63210 | | 04/10/2026 | 408.04 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4194-63210 | | 04/10/2026 | 63.17 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4220-63210 | | 04/10/2026 | 104.17 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4240-63210 | | 04/10/2026 | 26.99 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4312-63210 | | 04/10/2026 | 41.99 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4315-63210 | | 04/10/2026 | 41.98 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4510-63210 | | 04/10/2026 | 48.99 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4570-63210 | | 04/10/2026 | 9.99 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4650-63210 | | 04/10/2026 | 110.97 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4660-63210 | | 04/10/2026 | 22.00 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4670-64500 | | 04/10/2026 | 4.31 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 100-4670-64500 | | 04/10/2026 | 82.34 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 610-4830-63210 | | 04/10/2026 | 155.42 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 620-4830-63210 | | 04/10/2026 | 197.89 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 630-4830-63210 | | 04/10/2026 | 330.03 |
| GARDEN VALLEY TECHNOL... | 101501306 | 04/10/2026 | 00054646-3: APR2026 PHO... | 690-4830-63210 | | 04/10/2026 | 341.90 |
| Vendor GARDEN VALLEY TECHNOLOGIES Total: | | | | | | | 1,990.18 |
| Vendor: KNAPP INC. | | | | | | | |
| KNAPP INC. | INV-0001050 | 04/14/2026 | REFUND-CONTRACTOR OVE... | 100-4240-53221 | | 04/14/2026 | 7,116.11 |
| Vendor KNAPP INC. Total: | | | | | | | 7,116.11 |
| Vendor: MARCO TECHNOLOGIES LLC | | | | | | | |
| MARCO TECHNOLOGIES LLC | 579554486 | 04/07/2026 | 1805708-APR2026 CONTRA... | 100-4150-63030 | | 04/07/2026 | 611.98 |
| MARCO TECHNOLOGIES LLC | 579554486 | 04/07/2026 | 1805708-APR2026 CONTRA... | 100-4650-63030 | | 04/07/2026 | 440.69 |
| MARCO TECHNOLOGIES LLC | 579554486 | 04/07/2026 | 1805708-APR2026 CONTRA... | 690-4890-63030 | | 04/07/2026 | 144.02 |
| Vendor MARCO TECHNOLOGIES LLC Total: | | | | | | | 1,196.69 |
| Vendor: MN ENERGY RESOURCES #0502295320-00003 | | | | | | | |
| MN ENERGY RESOURCES #0... | 5872913542 | 03/30/2026 | 20041829-120 MAIN AVE S-... | 100-4550-63890 | | 03/30/2026 | 499.56 |
| MN ENERGY RESOURCES #0... | 5873355279 | 03/30/2026 | 845377-102 MAINE AVE N-... | 100-4560-63890 | | 03/30/2026 | 306.43 |
| MN ENERGY RESOURCES #0... | 5873590425 | 03/30/2026 | 20156494-201 ATLANTIC A... | 100-4570-63890 | | 03/30/2026 | 452.55 |
| MN ENERGY RESOURCES #0... | 5873897645 | 03/30/2026 | 20112406-320 E 2ND ST-2/... | 100-4220-63890 | | 03/30/2026 | 281.75 |
| MN ENERGY RESOURCES #0... | 5875249051 | 03/31/2026 | 20085562-440 MARK BLVD-... | 680-4830-63890 | | 03/31/2026 | 21.38 |
| Vendor MN ENERGY RESOURCES #0502295320-00003 Total: | | | | | | | 1,561.67 |

Council Approval Register

Packet: APPKT01755 - 4/14/26-DIRECT PAYABLES-MN ENERGY

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--|----------------|------------|-----------------------------|----------------|---------------------|------------|---------------------|
| Vendor: MN ENERGY RESOURCES #0740731585-00002 | | | | | | | |
| MN ENERGY RESOURCES #0... | 5881996978 | 04/07/2026 | 20177403-301 4TH ST E-HER.. | 100-4670-64500 | | 04/07/2026 | 163.97 |
| Vendor MN ENERGY RESOURCES #0740731585-00002 Total: | | | | | | | 163.97 |
| Vendor: NORTHERN MUNICIPAL POWER AGENCY | | | | | | | |
| NORTHERN MUNICIPAL PO... | MARCH2026-1 | 04/14/2026 | MARCH2026-DE & ENERGY ... | 690-4810-68400 | | 04/14/2026 | 1,000,000.00 |
| NORTHERN MUNICIPAL PO... | MARCH2026-2 | 04/14/2026 | MARCH 2026 DE & ENERGY... | 690-4810-68400 | | 04/14/2026 | 36,054.18 |
| Vendor NORTHERN MUNICIPAL POWER AGENCY Total: | | | | | | | 1,036,054.18 |
| Vendor: VERIZON WIRELESS #742042583 | | | | | | | |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4110-63020 | | 04/01/2026 | 33.75 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4150-63020 | | 04/01/2026 | 6.75 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4194-63020 | | 04/01/2026 | 2.25 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4210-63020 | | 04/01/2026 | 47.25 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4220-63020 | | 04/01/2026 | 2.25 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4220-63210 | | 04/01/2026 | 40.04 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4240-63020 | | 04/01/2026 | 2.25 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4240-63210 | | 04/01/2026 | -10.32 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4510-63020 | | 04/01/2026 | 4.50 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4650-63020 | | 04/01/2026 | 6.75 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4650-63210 | | 04/01/2026 | 40.04 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 100-4660-63020 | | 04/01/2026 | 2.25 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 610-4890-63020 | | 04/01/2026 | 2.25 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 620-4830-63210 | | 04/01/2026 | 60.06 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 620-4890-63020 | | 04/01/2026 | 13.50 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 650-4890-63020 | | 04/01/2026 | 2.25 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 680-4830-63210 | | 04/01/2026 | 20.02 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 680-4890-63020 | | 04/01/2026 | 4.50 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 690-4830-63210 | | 04/01/2026 | 200.20 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 690-4890-63020 | | 04/01/2026 | 33.75 |
| VERIZON WIRELESS #74204... | 6139994591 | 04/01/2026 | 742042583-1-MAR2026 M... | 820-4890-63020 | | 04/01/2026 | 2.25 |
| Vendor VERIZON WIRELESS #742042583 Total: | | | | | | | 516.54 |
| Grand Total: | | | | | | | 1,049,314.34 |

Fund Summary

| Fund | Expense Amount |
|-------------------------------------|---------------------|
| 100 - GENERAL FUND | 11,730.74 |
| 610 - LIQUOR DISPENSARY | 157.67 |
| 620 - WATER UTILITY FUND | 271.45 |
| 630 - ARENAS - OAK VIEW GROUP | 330.03 |
| 650 - TOURIST PARK - OAK VIEW GROUP | 2.25 |
| 680 - WASTEWATER UTILITY FUND | 45.90 |
| 690 - ELECTRIC UTILITY FUND | 1,036,774.05 |
| 820 - GREENWOOD CEMETERY FUND | 2.25 |
| Grand Total: | 1,049,314.34 |

Account Summary

| Account Number | Account Name | Expense Amount |
|----------------|-------------------------|----------------|
| 100-4110-63020 | Computer Maintenance... | 33.75 |
| 100-4150-63020 | Computer Maintenance... | 6.75 |
| 100-4150-63030 | Contracts Expense | 611.98 |
| 100-4150-63210 | Communication Expense | 408.04 |
| 100-4194-63020 | Computer Maintenance... | 2.25 |
| 100-4194-63210 | Communication Expense | 63.17 |
| 100-4210-63020 | Computer Maintenance... | 47.25 |
| 100-4220-63020 | Computer Maintenance... | 2.25 |
| 100-4220-63210 | Communication Expense | 144.21 |
| 100-4220-63890 | Utilities Expense | 281.75 |
| 100-4240-53221 | Building Permits | 7,831.11 |
| 100-4240-63020 | Computer Maintenance... | 2.25 |
| 100-4240-63210 | Communication Expense | 16.67 |
| 100-4312-63210 | Communication Expense | 41.99 |
| 100-4315-63210 | Communication Expense | 41.98 |
| 100-4510-63020 | Computer Maintenance... | 4.50 |
| 100-4510-63210 | Communication Expense | 48.99 |
| 100-4550-63890 | Utilities Expense | 499.56 |
| 100-4560-63890 | Utilities Expense | 306.43 |
| 100-4570-63210 | Communication Expense | 9.99 |
| 100-4570-63890 | Utilities Expense | 452.55 |
| 100-4650-63020 | Computer Maintenance... | 6.75 |
| 100-4650-63030 | Contracts Expense | 440.69 |
| 100-4650-63210 | Communication Expense | 151.01 |
| 100-4660-63020 | Computer Maintenance... | 2.25 |
| 100-4660-63210 | Communication Expense | 22.00 |
| 100-4670-64500 | Senior Citizen Programs | 250.62 |
| 610-4830-63210 | Communication Expense | 155.42 |
| 610-4890-63020 | Computer Maintenance... | 2.25 |
| 620-4830-63210 | Communication Expense | 257.95 |

Account Summary

| Account Number | Account Name | Expense Amount |
|-----------------------|-------------------------|-----------------------|
| 620-4890-63020 | Computer Maintenance... | 13.50 |
| 630-4830-63210 | Communication Expense | 330.03 |
| 650-4890-63020 | Computer Maintenance... | 2.25 |
| 680-4830-63210 | Communication Expense | 20.02 |
| 680-4830-63890 | Utilities Expense | 21.38 |
| 680-4890-63020 | Computer Maintenance... | 4.50 |
| 690-4810-68400 | Purchased Power | 1,036,054.18 |
| 690-4830-63210 | Communication Expense | 542.10 |
| 690-4890-63020 | Computer Maintenance... | 33.75 |
| 690-4890-63030 | Contracts Expense | 144.02 |
| 820-4890-63020 | Computer Maintenance... | 2.25 |
| | Grand Total: | 1,049,314.34 |

Project Account Summary

| Project Account Key | Expense Amount |
|----------------------------|----------------------------------|
| **None** | 1,049,314.34 |
| | Grand Total: 1,049,314.34 |



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01756 - 4/15/26-REGULAR PAYABLES-IRBY

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--|----------------|------------|------------------------------|----------------|---------------------|---------------------------------------|------------------|
| Vendor: STUART C IRBY CO STUART C IRBY CO | S014048935.001 | 04/02/2026 | Vista Model 422 #681-26-0... | 690-14100 | | 04/02/2026 | 71,071.88 |
| | | | | | | Vendor STUART C IRBY CO Total: | 71,071.88 |
| | | | | | | Grand Total: | 71,071.88 |

Fund Summary

| Fund | Expense Amount |
|-----------------------------|-----------------------|
| 690 - ELECTRIC UTILITY FUND | <u>71,071.88</u> |
| Grand Total: | 71,071.88 |

Account Summary

| Account Number | Account Name | Expense Amount |
|-----------------------|-----------------------|-----------------------|
| 690-14100 | Inventory - Materials | <u>71,071.88</u> |
| Grand Total: | | 71,071.88 |

Project Account Summary

| Project Account Key | Expense Amount |
|----------------------------|-----------------------|
| **None** | <u>71,071.88</u> |
| Grand Total: | 71,071.88 |



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01753 - 4/15/26-DIRECT PAYABLES

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--|-----------------|------------|-----------------------------|----------------|---------------------|------------|-----------------|
| Vendor: AIRGAS USA LLC | | | | | | | |
| AIRGAS USA LLC | 5523462412 | 03/31/2026 | ARGON GAS | 100-4312-62990 | | 03/31/2026 | 21.70 |
| Vendor AIRGAS USA LLC Total: | | | | | | | 21.70 |
| Vendor: AMAZON CAPITAL SERVICES INC | | | | | | | |
| AMAZON CAPITAL SERVICES .. 1QPM-7LLP-WD1M | | 03/10/2026 | STEEL WHEELS | 100-4312-62210 | | 03/10/2026 | 147.20 |
| AMAZON CAPITAL SERVICES .. 1MGT-F3QW-FHYT | | 03/17/2026 | LAMINATING PAPER, CHARG.. | 100-4210-62010 | | 03/17/2026 | 110.96 |
| Vendor AMAZON CAPITAL SERVICES INC Total: | | | | | | | 258.16 |
| Vendor: AQUA PURE INC | | | | | | | |
| AQUA PURE INC | TRFMN033126 | 04/02/2026 | CHEMICALS | 620-4840-62160 | | 04/02/2026 | 9,340.61 |
| Vendor AQUA PURE INC Total: | | | | | | | 9,340.61 |
| Vendor: ARTISAN BEER COMPANY | | | | | | | |
| ARTISAN BEER COMPANY | 3840498 | 03/23/2026 | BEER | 610-4810-62520 | | 03/23/2026 | 1,157.85 |
| Vendor ARTISAN BEER COMPANY Total: | | | | | | | 1,157.85 |
| Vendor: B & K STUMPGRINDING LLC | | | | | | | |
| B & K STUMPGRINDING LLC | 1377 | 04/08/2026 | TREE REMOVAL | 100-4510-63030 | | 04/08/2026 | 2,500.00 |
| Vendor B & K STUMPGRINDING LLC Total: | | | | | | | 2,500.00 |
| Vendor: BARR ENGINEERING CO | | | | | | | |
| BARR ENGINEERING CO | 23571015.04-1 | 04/06/2026 | BARR-POWER PLANT 2025 ... | 690-4890-63110 | | 04/06/2026 | 3,342.50 |
| Vendor BARR ENGINEERING CO Total: | | | | | | | 3,342.50 |
| Vendor: BAYCOM INC | | | | | | | |
| BAYCOM INC | EQUIPINV_061340 | 03/31/2026 | BODYCAM MOUNT & POCK... | 100-4210-62400 | | 03/31/2026 | 424.00 |
| BAYCOM INC | EQUIPINV_061407 | 04/03/2026 | BODY CAM MOUNT STUD | 100-4210-62400 | | 04/03/2026 | 96.00 |
| Vendor BAYCOM INC Total: | | | | | | | 520.00 |
| Vendor: BREAKTHRU BEVERAGE | | | | | | | |
| BREAKTHRU BEVERAGE | 126191937 | 03/24/2026 | LIQUOR | 610-4810-62510 | | 03/24/2026 | 925.24 |
| Vendor BREAKTHRU BEVERAGE Total: | | | | | | | 925.24 |
| Vendor: C & L DISTRIBUTING | | | | | | | |
| C & L DISTRIBUTING | 2271292 | 03/26/2026 | LIQUOR, BEER, & MIX | 610-4810-62510 | | 03/26/2026 | 742.50 |
| C & L DISTRIBUTING | 2271292 | 03/26/2026 | LIQUOR, BEER, & MIX | 610-4810-62520 | | 03/26/2026 | 424.50 |
| C & L DISTRIBUTING | 2271292 | 03/26/2026 | LIQUOR, BEER, & MIX | 610-4810-62540 | | 03/26/2026 | 103.00 |
| Vendor C & L DISTRIBUTING Total: | | | | | | | 1,270.00 |
| Vendor: COLE PAPERS INC | | | | | | | |
| COLE PAPERS INC | 10698318 | 03/26/2026 | 2 RUBBER HEAVY TRAFFIC F... | 610-4850-62230 | | 03/26/2026 | 400.27 |
| COLE PAPERS INC | 10700415 | 03/26/2026 | FLOOR STRIPPING BREAKR... | 100-4312-62990 | | 03/26/2026 | 36.47 |
| COLE PAPERS INC | 10700415 | 03/26/2026 | FLOOR STRIPPING BREAKR... | 100-4315-62990 | | 03/26/2026 | 36.47 |

Council Approval Register

Packet: APPKT01753 - 4/15/26-DIRECT PAYABLES

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|---|------------------|------------|----------------------------|----------------|---------------------|------------|------------------|
| COLE PAPERS INC | 10700415 | 03/26/2026 | FLOOR STRIPPING BREAKR... | 100-4510-62990 | | 03/26/2026 | 36.47 |
| COLE PAPERS INC | 10701274 | 03/27/2026 | 5 CS GREEN HIPPO BAGS | 610-4840-62140 | | 03/27/2026 | 351.65 |
| Vendor COLE PAPERS INC Total: | | | | | | | 861.33 |
| Vendor: DIGI KEY CORPORATION | | | | | | | |
| DIGI KEY CORPORATION | 122914096 | 03/24/2026 | BATTERY PRODUCTS-LIFT 12 | 680-4850-62220 | | 03/24/2026 | 58.52 |
| Vendor DIGI KEY CORPORATION Total: | | | | | | | 58.52 |
| Vendor: ELECTRIC PUMP INC (MN) | | | | | | | |
| ELECTRIC PUMP INC (MN) | 037810 | 03/31/2026 | LIFT 7 REPAIR | 680-4850-62220 | | 03/31/2026 | 4,194.00 |
| Vendor ELECTRIC PUMP INC (MN) Total: | | | | | | | 4,194.00 |
| Vendor: FALLS TOWING LLC | | | | | | | |
| FALLS TOWING LLC | 28135 | 04/03/2026 | TOWING-ZEC-490 BLCK TRA... | 100-4210-62990 | | 04/03/2026 | 200.00 |
| Vendor FALLS TOWING LLC Total: | | | | | | | 200.00 |
| Vendor: FARMERS UNION OIL COMPANY | | | | | | | |
| FARMERS UNION OIL COM... | MARCH 2026 | 03/31/2026 | FUEL PURCHASES-MARCH 2... | 100-4210-62120 | | 03/31/2026 | 2,409.46 |
| FARMERS UNION OIL COM... | MARCH 2026 | 03/31/2026 | FUEL PURCHASES-MARCH 2... | 100-4220-62120 | | 03/31/2026 | 297.38 |
| FARMERS UNION OIL COM... | MARCH 2026 | 03/31/2026 | FUEL PURCHASES-MARCH 2... | 100-4312-62120 | | 03/31/2026 | 3,725.30 |
| FARMERS UNION OIL COM... | MARCH 2026 | 03/31/2026 | FUEL PURCHASES-MARCH 2... | 100-4315-62120 | | 03/31/2026 | 2,521.52 |
| FARMERS UNION OIL COM... | MARCH 2026 | 03/31/2026 | FUEL PURCHASES-MARCH 2... | 100-4510-62120 | | 03/31/2026 | 590.10 |
| FARMERS UNION OIL COM... | MARCH 2026 | 03/31/2026 | FUEL PURCHASES-MARCH 2... | 100-4650-62120 | | 03/31/2026 | 71.53 |
| FARMERS UNION OIL COM... | MARCH 2026 | 03/31/2026 | FUEL PURCHASES-MARCH 2... | 620-4840-62120 | | 03/31/2026 | 653.78 |
| FARMERS UNION OIL COM... | MARCH 2026 | 03/31/2026 | FUEL PURCHASES-MARCH 2... | 680-4840-62120 | | 03/31/2026 | 586.04 |
| FARMERS UNION OIL COM... | MARCH 2026 | 03/31/2026 | FUEL PURCHASES-MARCH 2... | 690-4840-62120 | | 03/31/2026 | 1,121.60 |
| FARMERS UNION OIL COM... | MARCH 2026 | 03/31/2026 | FUEL PURCHASES-MARCH 2... | 820-4840-62120 | | 03/31/2026 | 229.44 |
| Vendor FARMERS UNION OIL COMPANY Total: | | | | | | | 12,206.15 |
| Vendor: FORKLIFTS OF MINNESOTA INC | | | | | | | |
| FORKLIFTS OF MINNESOTA ... | SVI30859 | 04/10/2026 | FORKLIFT REPAIR-REA | 630-4840-62990 | | 04/10/2026 | 731.42 |
| Vendor FORKLIFTS OF MINNESOTA INC Total: | | | | | | | 731.42 |
| Vendor: GLOBAL PAYMENTS INTEGRATED | | | | | | | |
| GLOBAL PAYMENTS INTEGR... | MAR 2026 | 04/09/2026 | CREDIT CARD FEES-MARCH ... | 690-4890-63060 | | 04/09/2026 | 5,794.14 |
| GLOBAL PAYMENTS INTEGR... | MAR 2026-ASHLEY | 04/09/2026 | CREDIT CARD FEES-MARCH ... | 100-4670-63060 | | 04/09/2026 | 129.69 |
| GLOBAL PAYMENTS INTEGR... | MAR 2026-ASHLEY | 04/09/2026 | CREDIT CARD FEES-MARCH ... | 690-4890-63060 | | 04/09/2026 | 678.31 |
| GLOBAL PAYMENTS INTEGR... | MAR 2026-ELECT | 04/09/2026 | CREDIT CARD FEES-MARCH ... | 690-4890-63060 | | 04/09/2026 | 28.00 |
| GLOBAL PAYMENTS INTEGR... | MAR 2026-GENERAL | 04/09/2026 | CREDIT CARD FEES-MARCH ... | 100-4670-63060 | | 04/09/2026 | 9.07 |
| Vendor GLOBAL PAYMENTS INTEGRATED Total: | | | | | | | 6,639.21 |
| Vendor: GOPHER STATE ONE CALL | | | | | | | |
| GOPHER STATE ONE CALL | 6030795 | 03/31/2026 | GOPHER LOCATE TICKETS | 690-4850-62360 | | 03/31/2026 | 6.75 |
| Vendor GOPHER STATE ONE CALL Total: | | | | | | | 6.75 |
| Vendor: INTERSTATE BILLING SERVICE | | | | | | | |
| INTERSTATE BILLING SERVICE | 40812G | 03/31/2026 | SEAL KIT EXCAVATOR 5705 | 820-4850-62210 | | 03/31/2026 | 137.24 |
| Vendor INTERSTATE BILLING SERVICE Total: | | | | | | | 137.24 |

Council Approval Register

Packet: APPKT01753 - 4/15/26-DIRECT PAYABLES

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--|------------------|------------|------------------------------|----------------|---------------------|------------|------------------|
| Vendor: JAMES COUNTER | | | | | | | |
| JAMES COUNTER | UTILITIES REFUND | 04/15/2026 | DECEASED: MARK COUNTER... | 690-20250 | | 04/15/2026 | 96.05 |
| Vendor JAMES COUNTER Total: | | | | | | | 96.05 |
| Vendor: JIM HIRT TRUCKING INC | | | | | | | |
| JIM HIRT TRUCKING INC | 170480 | 03/10/2026 | FREIGHT-JOHNSON | 610-4810-62610 | | 03/10/2026 | 592.94 |
| JIM HIRT TRUCKING INC | 170581 | 03/17/2026 | FREIGHT-BREAKTHRU | 610-4810-62610 | | 03/17/2026 | 187.98 |
| JIM HIRT TRUCKING INC | 170587 | 03/17/2026 | FREIGHT-BELLBOY | 610-4810-62610 | | 03/17/2026 | 84.01 |
| JIM HIRT TRUCKING INC | 170598 | 03/17/2026 | FREIGHT-SOUTHERN | 610-4810-62610 | | 03/17/2026 | 403.22 |
| JIM HIRT TRUCKING INC | 170630 | 03/19/2026 | FREIGHT-VINOCOPIA | 610-4810-62610 | | 03/19/2026 | 104.90 |
| JIM HIRT TRUCKING INC | 170664 | 03/24/2026 | FREIGHT-JOHNSON | 610-4810-62610 | | 03/24/2026 | 597.65 |
| JIM HIRT TRUCKING INC | 170724 | 03/26/2026 | FREIGHT-JOHNSON | 610-4810-62610 | | 03/26/2026 | 118.99 |
| JIM HIRT TRUCKING INC | 170402 | 03/03/2026 | FREIGHT-BREAKTHRU | 610-4810-62610 | | 03/03/2026 | 148.82 |
| JIM HIRT TRUCKING INC | 170407 | 03/03/2026 | FREIGHT-BELLBOY | 610-4810-62610 | | 03/03/2026 | 68.45 |
| JIM HIRT TRUCKING INC | 170418 | 03/03/2026 | FRIEGHT-JOHNSON | 610-4810-62610 | | 03/03/2026 | 397.10 |
| JIM HIRT TRUCKING INC | 170420 | 03/03/2026 | FREIGHT-SOUTHERN | 610-4810-62610 | | 03/03/2026 | 423.16 |
| Vendor JIM HIRT TRUCKING INC Total: | | | | | | | 3,127.22 |
| Vendor: JOHNSON BROTHERS LIQUOR | | | | | | | |
| JOHNSON BROTHERS LIQU... | 1014801 | 03/23/2026 | LIQUOR | 610-4810-62510 | | 03/23/2026 | 4,302.85 |
| JOHNSON BROTHERS LIQU... | 1014802 | 03/23/2026 | WINE | 610-4810-62530 | | 03/23/2026 | 7,352.30 |
| Vendor JOHNSON BROTHERS LIQUOR Total: | | | | | | | 11,655.15 |
| Vendor: L & M SUPPLY INC | | | | | | | |
| L & M SUPPLY INC | 10058625 | 03/27/2026 | ELECTRIC SUPPLIES-REA | 630-4850-62230 | | 03/27/2026 | 1.49 |
| Vendor L & M SUPPLY INC Total: | | | | | | | 1.49 |
| Vendor: MN DEER HUNTERS ASSOC | | | | | | | |
| MN DEER HUNTERS ASSOC | 216324 | 03/31/2026 | MDHA BANQUET DONATION | 610-4890-64900 | | 03/31/2026 | 250.00 |
| Vendor MN DEER HUNTERS ASSOC Total: | | | | | | | 250.00 |
| Vendor: MN DPT OF LABOR & INDUSTRY | | | | | | | |
| MN DPT OF LABOR & INDUS... | 1ST QTR-MNDLI | 04/09/2026 | MARCH1131152026-QRTLY ... | 100-4240-64390 | | 04/09/2026 | 2,321.96 |
| Vendor MN DPT OF LABOR & INDUSTRY Total: | | | | | | | 2,321.96 |
| Vendor: MN DPT OF PUBLIC SAFETY | | | | | | | |
| MN DPT OF PUBLIC SAFETY | M-156447 | 04/06/2026 | 5711500612025 M-156447-... | 690-4850-62350 | | 04/06/2026 | 25.00 |
| Vendor MN DPT OF PUBLIC SAFETY Total: | | | | | | | 25.00 |
| Vendor: MN ENERGY RESOURCES #0503307772-00007 | | | | | | | |
| MN ENERGY RESOURCES #0... | 5883647892 | 04/08/2026 | 20117203-405 3RD ST E-3/1... | 100-4194-63890 | | 04/08/2026 | 240.42 |
| Vendor MN ENERGY RESOURCES #0503307772-00007 Total: | | | | | | | 240.42 |
| Vendor: MORRIS ELECTRONICS INC | | | | | | | |
| MORRIS ELECTRONICS INC | 19174 | 03/25/2026 | SMARTNET | 100-4192-63020 | | 03/25/2026 | 470.05 |
| MORRIS ELECTRONICS INC | 19174 | 03/25/2026 | SMARTNET | 690-4890-63020 | | 03/25/2026 | 470.05 |
| Vendor MORRIS ELECTRONICS INC Total: | | | | | | | 940.10 |
| Vendor: NEIGHBORS FORD | | | | | | | |
| NEIGHBORS FORD | TR121869 | 03/31/2026 | OIL CHANGE/TIRE ROTATIO... | 100-4210-62120 | | 03/31/2026 | 78.62 |

Council Approval Register

Packet: APPKT01753 - 4/15/26-DIRECT PAYABLES

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|---|-----------------|------------|-----------------------------|----------------|---------------------|------------|------------------|
| NEIGHBORS FORD | TR121869 | 03/31/2026 | OIL CHANGE/TIRE ROTATIO... | 100-4210-62210 | | 03/31/2026 | 29.99 |
| NEIGHBORS FORD | TR121871 | 03/31/2026 | OIL CHANGE/TIRE ROTATION | 100-4210-62120 | | 03/31/2026 | 69.80 |
| NEIGHBORS FORD | TR121871 | 03/31/2026 | OIL CHANGE/TIRE ROTATIO... | 100-4210-62210 | | 03/31/2026 | 29.99 |
| NEIGHBORS FORD | TR121957 | 04/03/2026 | REPLACE BRAKE PADS-25-01... | 100-4210-62210 | | 04/03/2026 | 258.95 |
| Vendor NEIGHBORS FORD Total: | | | | | | | 467.35 |
| Vendor: NORTHERN STATE BANK | | | | | | | |
| NORTHERN STATE BANK | MARCH 2026 | 03/31/2026 | 14-065-2: SERVICE CHARGE | 100-4150-63030 | | 03/31/2026 | 336.99 |
| Vendor NORTHERN STATE BANK Total: | | | | | | | 336.99 |
| Vendor: NORTHWEST REGIONAL LIBRARY | | | | | | | |
| NORTHWEST REGIONAL LIB... | 00001126 | 03/26/2026 | 2ND QTR 2026 ALLOCATION | 100-4550-63140 | | 03/26/2026 | 43,556.00 |
| Vendor NORTHWEST REGIONAL LIBRARY Total: | | | | | | | 43,556.00 |
| Vendor: ONLINE INFORMATION SERVICES | | | | | | | |
| ONLINE INFORMATION SER... | 1380120 | 04/09/2026 | CUSTOMER CREDIT CHECKS... | 100-4315-62010 | | 04/09/2026 | 14.56 |
| ONLINE INFORMATION SER... | 1380120 | 04/09/2026 | CUSTOMER CREDIT CHECKS... | 620-4840-62010 | | 04/09/2026 | 33.97 |
| ONLINE INFORMATION SER... | 1380120 | 04/09/2026 | CUSTOMER CREDIT CHECKS... | 680-4840-62010 | | 04/09/2026 | 9.71 |
| ONLINE INFORMATION SER... | 1380120 | 04/09/2026 | CUSTOMER CREDIT CHECKS... | 690-4840-62010 | | 04/09/2026 | 38.83 |
| Vendor ONLINE INFORMATION SERVICES Total: | | | | | | | 97.07 |
| Vendor: OXFORD STREET MERCHANTS | | | | | | | |
| OXFORD STREET MERCHAN... | 7558158 | 03/23/2026 | WINE--OXFORD STREET ME... | 610-4810-62530 | | 03/23/2026 | 165.50 |
| Vendor OXFORD STREET MERCHANTS Total: | | | | | | | 165.50 |
| Vendor: PENNINGTON CO HUMANE SOCIETY | | | | | | | |
| PENNINGTON CO HUMANE ... | APR 2026 | 04/08/2026 | ANIMAL CONTROL SERVICES.. | 100-4210-63100 | | 04/08/2026 | 1,400.00 |
| Vendor PENNINGTON CO HUMANE SOCIETY Total: | | | | | | | 1,400.00 |
| Vendor: PHILLIPS WINE & SPIRITS | | | | | | | |
| PHILLIPS WINE & SPIRITS | 5145273 | 03/23/2026 | LIQUOR | 610-4810-62510 | | 03/23/2026 | 2,742.18 |
| PHILLIPS WINE & SPIRITS | 5145274 | 03/23/2026 | WINE | 610-4810-62530 | | 03/23/2026 | 1,100.00 |
| PHILLIPS WINE & SPIRITS | 5145275 | 03/23/2026 | LIQUOR | 610-4810-62510 | | 03/23/2026 | 1,680.00 |
| PHILLIPS WINE & SPIRITS | 5147164 | 03/25/2026 | LIQUOR | 610-4810-62510 | | 03/25/2026 | 4,617.50 |
| PHILLIPS WINE & SPIRITS | 5147165 | 03/25/2026 | WINE | 610-4810-62530 | | 03/25/2026 | 430.50 |
| Vendor PHILLIPS WINE & SPIRITS Total: | | | | | | | 10,570.18 |
| Vendor: QUILL LLC | | | | | | | |
| QUILL LLC | 48340701 | 03/27/2026 | GENERAL SUPPLIES | 100-4670-62010 | | 03/27/2026 | 209.60 |
| QUILL LLC | 2648903 | 03/30/2026 | 48340701-GENERAL OFFICE... | 100-4670-62010 | | 03/30/2026 | -20.00 |
| QUILL LLC | 48409068 | 04/02/2026 | GENERAL OFFICE SUPPLIES | 100-4670-62010 | | 04/02/2026 | 16.59 |
| QUILL LLC | 2651331 | 04/03/2026 | 48340701-GENERAL OFFICE... | 100-4670-62010 | | 04/03/2026 | -16.59 |
| Vendor QUILL LLC Total: | | | | | | | 189.60 |
| Vendor: RALPH ENGELSTAD ARENA | | | | | | | |
| RALPH ENGELSTAD ARENA | INV-THIEF-00224 | 04/03/2026 | Q2 VENUE OPERATIONS | 630-4930-67200 | | 04/03/2026 | 15,000.00 |
| RALPH ENGELSTAD ARENA | INV-THIEF-00224 | 04/03/2026 | Q2 VENUE OPERATIONS | 630-4930-67200 | | 04/03/2026 | 157,914.50 |
| RALPH ENGELSTAD ARENA | INV-THIEF-00224 | 04/03/2026 | Q2 VENUE OPERATIONS | 640-4930-67200 | | 04/03/2026 | 96,850.50 |
| RALPH ENGELSTAD ARENA | INV-THIEF-00224 | 04/03/2026 | Q2 VENUE OPERATIONS | 640-4930-67200 | | 04/03/2026 | 2,500.00 |

Council Approval Register

Packet: APPKT01753 - 4/15/26-DIRECT PAYABLES

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--|-----------------|------------|-----------------------------|----------------|---------------------|------------|-------------------|
| RALPH ENGELSTAD ARENA | INV-THIEF-00224 | 04/03/2026 | Q2 VENUE OPERATIONS | 650-4930-67200 | | 04/03/2026 | 2,500.00 |
| RALPH ENGELSTAD ARENA | INV-THIEF-00224 | 04/03/2026 | Q2 VENUE OPERATIONS | 650-4930-67200 | | 04/03/2026 | 12,503.50 |
| Vendor RALPH ENGELSTAD ARENA Total: | | | | | | | 287,268.50 |
| Vendor: SANITATION PRODUCTS INC | | | | | | | |
| SANITATION PRODUCTS INC | 96423 | 03/31/2026 | SWEEPER | 670-4850-62210 | | 03/31/2026 | 1,000.10 |
| SANITATION PRODUCTS INC | 96436 | 03/31/2026 | WIPER ARM | 670-4850-62210 | | 03/31/2026 | 159.74 |
| Vendor SANITATION PRODUCTS INC Total: | | | | | | | 1,159.84 |
| Vendor: SWS CREDIT SERVICES INC - GRAFTON | | | | | | | |
| SWS CREDIT SERVICES INC -... | 14678 | 03/31/2026 | COLLECTION AGENCY FEES | 690-4890-64320 | | 03/31/2026 | 2,641.06 |
| Vendor SWS CREDIT SERVICES INC - GRAFTON Total: | | | | | | | 2,641.06 |
| Vendor: TANKER'S MARKETING | | | | | | | |
| TANKER'S MARKETING | MAR 27, 2026 | 03/27/2026 | QT. BAGS | 610-4840-62140 | | 03/27/2026 | 44.70 |
| Vendor TANKER'S MARKETING Total: | | | | | | | 44.70 |
| Vendor: THIEF RIVER FALLS TIMES | | | | | | | |
| THIEF RIVER FALLS TIMES | MARCH 2026 | 03/28/2026 | 22059100-3/1/26-3/28/26 ... | 100-4210-63590 | | 03/28/2026 | 283.25 |
| THIEF RIVER FALLS TIMES | MARCH 2026 | 03/28/2026 | 22059100-3/1/26-3/28/26 ... | 100-4510-62010 | | 03/28/2026 | 2,342.00 |
| THIEF RIVER FALLS TIMES | MARCH 2026 | 03/28/2026 | 22059100-3/1/26-3/28/26 ... | 100-4660-63580 | | 03/28/2026 | 277.29 |
| Vendor THIEF RIVER FALLS TIMES Total: | | | | | | | 2,902.54 |
| Vendor: TOTAL REGISTER SYSTEMS | | | | | | | |
| TOTAL REGISTER SYSTEMS | 3364 | 03/26/2026 | TRS-INVENTORY SYSTEM | 610-4890-63030 | | 03/26/2026 | 1,319.91 |
| Vendor TOTAL REGISTER SYSTEMS Total: | | | | | | | 1,319.91 |
| Vendor: TREVIPAY - WALMART | | | | | | | |
| TREVIPAY - WALMART | b9c1b0fc | 04/02/2026 | TV FOR LINE ROOM COMO... | 690-4850-62230 | | 04/02/2026 | 211.61 |
| Vendor TREVIPAY - WALMART Total: | | | | | | | 211.61 |
| Vendor: TYLER TECHNOLOGIES INC | | | | | | | |
| TYLER TECHNOLOGIES INC | 025-548368 | 03/31/2026 | 1ST QTR CC TRANSACTIONS | 100-4315-63060 | | 03/31/2026 | 639.18 |
| TYLER TECHNOLOGIES INC | 025-548368 | 03/31/2026 | 1ST QTR CC TRANSACTIONS | 620-4890-63060 | | 03/31/2026 | 1,491.44 |
| TYLER TECHNOLOGIES INC | 025-548368 | 03/31/2026 | 1ST QTR CC TRANSACTIONS | 680-4890-63060 | | 03/31/2026 | 426.13 |
| TYLER TECHNOLOGIES INC | 025-548368 | 03/31/2026 | 1ST QTR CC TRANSACTIONS | 690-4890-63060 | | 03/31/2026 | 1,704.50 |
| TYLER TECHNOLOGIES INC | 025-548821 | 03/31/2026 | 1ST QTR SM PORTAL TRANS... | 100-4315-63060 | | 03/31/2026 | 3.82 |
| TYLER TECHNOLOGIES INC | 025-548821 | 03/31/2026 | 1ST QTR SM PORTAL TRANS... | 620-4890-63060 | | 03/31/2026 | 8.93 |
| TYLER TECHNOLOGIES INC | 025-548821 | 03/31/2026 | 1ST QTR SM PORTAL TRANS... | 680-4890-63060 | | 03/31/2026 | 2.55 |
| TYLER TECHNOLOGIES INC | 025-548821 | 03/31/2026 | 1ST QTR SM PORTAL TRANS... | 690-4890-63060 | | 03/31/2026 | 10.20 |
| TYLER TECHNOLOGIES INC | 025-549368 | 03/31/2026 | AP TYLER TUTORING | 100-4150-64400 | | 03/31/2026 | 320.00 |
| Vendor TYLER TECHNOLOGIES INC Total: | | | | | | | 4,606.75 |
| Vendor: ULINE | | | | | | | |
| ULINE | 206086254 | 03/30/2026 | WTP SUPPLY | 620-4840-62990 | | 03/30/2026 | 86.24 |
| Vendor ULINE Total: | | | | | | | 86.24 |
| Vendor: VERIZON WIRELESS #486397938 | | | | | | | |
| VERIZON WIRELESS #48639... | 6139955018 | 04/01/2026 | 486397938-00001: MONTH... | 100-4210-63210 | | 04/01/2026 | 215.13 |

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Packet: APPKT01753 - 4/15/26-DIRECT PAYABLES

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|---|----------------|------------|------------------------------|----------------|---------------------|------------|-------------------|
| VERIZON WIRELESS #48639... | 6139955018 | 04/01/2026 | 486397938-00001: MONTH... | 100-4660-63210 | | 04/01/2026 | 20.02 |
| Vendor VERIZON WIRELESS #486397938 Total: | | | | | | | 235.15 |
| Vendor: VETERAN TESTING AND INSPECTING LLC | | | | | | | |
| VETERAN TESTING AND INS... | 2600 | 04/13/2026 | 2024 STREET & UTILITY IMP... | 505-4680-65920 | | 04/13/2026 | 4,670.00 |
| Vendor VETERAN TESTING AND INSPECTING LLC Total: | | | | | | | 4,670.00 |
| Vendor: WASTE MASTERS LLC | | | | | | | |
| WASTE MASTERS LLC | 573 | 03/31/2026 | MAR2026-GARBAGE TIPPIN... | 100-4315-63030 | | 03/31/2026 | 24,791.76 |
| Vendor WASTE MASTERS LLC Total: | | | | | | | 24,791.76 |
| Vendor: WIDSETH SMITH NOLTING ASC INC | | | | | | | |
| WIDSETH SMITH NOLTING ... | 244036 | 03/26/2026 | 2026 STREET & UTILITY IMP... | 506-4680-65920 | | 03/26/2026 | 3,447.50 |
| WIDSETH SMITH NOLTING ... | 244037 | 03/26/2026 | 2026 STREET & UTILITY IMP... | 506-4680-65920 | | 03/26/2026 | 51,910.00 |
| WIDSETH SMITH NOLTING ... | 244264 | 03/30/2026 | 2026 WTP ROOF PROJECT | 525-4680-65920 | | 03/30/2026 | 660.00 |
| Vendor WIDSETH SMITH NOLTING ASC INC Total: | | | | | | | 56,017.50 |
| Grand Total: | | | | | | | 505,766.32 |

Fund Summary

| Fund | Expense Amount |
|-------------------------------------|-------------------|
| 100 - GENERAL FUND | 91,252.70 |
| 505 - 2024 ST AND UTILITY PROJECT | 4,670.00 |
| 506 - 2026 ST AND UTILITY PROJECT | 55,357.50 |
| 525 - 2026 WATER PLANT ROOF PROJECT | 660.00 |
| 610 - LIQUOR DISPENSARY | 31,237.67 |
| 620 - WATER UTILITY FUND | 11,614.97 |
| 630 - ARENAS - OAK VIEW GROUP | 173,647.41 |
| 640 - MEC - OAK VIEW GROUP | 99,350.50 |
| 650 - TOURIST PARK - OAK VIEW GROUP | 15,003.50 |
| 670 - STORM WATER UTILITY FUND | 1,159.84 |
| 680 - WASTEWATER UTILITY FUND | 5,276.95 |
| 690 - ELECTRIC UTILITY FUND | 16,168.60 |
| 820 - GREENWOOD CEMETERY FUND | 366.68 |
| Grand Total: | 505,766.32 |

Account Summary

| Account Number | Account Name | Expense Amount |
|----------------|----------------------------|----------------|
| 100-4150-63030 | Contracts Expense | 336.99 |
| 100-4150-64400 | Travel, Conference, Sch... | 320.00 |
| 100-4192-63020 | Computer Maintenance... | 470.05 |
| 100-4194-63890 | Utilities Expense | 240.42 |
| 100-4210-62010 | Office Supplies | 110.96 |
| 100-4210-62120 | Gas-Oil-Lube | 2,557.88 |
| 100-4210-62210 | Equipment Maint & Repa.. | 318.93 |
| 100-4210-62400 | Small Tools and Minor E... | 520.00 |
| 100-4210-62990 | Misc. Operating Expense | 200.00 |
| 100-4210-63100 | Animal Control | 1,400.00 |
| 100-4210-63210 | Communication Expense | 215.13 |
| 100-4210-63590 | Printing & Publications | 283.25 |
| 100-4220-62120 | Gas-Oil-Lube | 297.38 |
| 100-4240-64390 | Building Permit Surcharge | 2,321.96 |
| 100-4312-62120 | Gas-Oil-Lube | 3,725.30 |
| 100-4312-62210 | Equipment Maint & Repa.. | 147.20 |
| 100-4312-62990 | Misc. Operating Expense | 58.17 |
| 100-4315-62010 | Office Supplies | 14.56 |
| 100-4315-62120 | Gas-Oil-Lube | 2,521.52 |
| 100-4315-62990 | Misc. Operating Expense | 36.47 |
| 100-4315-63030 | Contracts Expense | 24,791.76 |
| 100-4315-63060 | Credit Card Fees | 643.00 |
| 100-4510-62010 | Office Supplies | 2,342.00 |
| 100-4510-62120 | Gas-Oil-Lube | 590.10 |
| 100-4510-62990 | Misc. Operating Expense | 36.47 |

Account Summary

| Account Number | Account Name | Expense Amount |
|----------------|-----------------------------|----------------|
| 100-4510-63030 | Contracts Expense | 2,500.00 |
| 100-4550-63140 | Regional Library System ... | 43,556.00 |
| 100-4650-62120 | Gas-Oil-Lube | 71.53 |
| 100-4660-63210 | Communication Expense | 20.02 |
| 100-4660-63580 | Marketing | 277.29 |
| 100-4670-62010 | Office Supplies | 189.60 |
| 100-4670-63060 | Credit Card Fees | 138.76 |
| 505-4680-65920 | Work in Process - Eng/Ar... | 4,670.00 |
| 506-4680-65920 | Work in Process - Eng/Ar... | 55,357.50 |
| 525-4680-65920 | Work in Process - Eng/Ar... | 660.00 |
| 610-4810-62510 | Liquor for Resale | 15,010.27 |
| 610-4810-62520 | Beer for Resale | 1,582.35 |
| 610-4810-62530 | Wine for Resale | 9,048.30 |
| 610-4810-62540 | Soft Drinks/Mix for Resa... | 103.00 |
| 610-4810-62610 | Freight In (Liquor) | 3,127.22 |
| 610-4840-62140 | Off Sale Supplies | 396.35 |
| 610-4850-62230 | Building Maint & Repair | 400.27 |
| 610-4890-63030 | Contracts Expense | 1,319.91 |
| 610-4890-64900 | Civic Events | 250.00 |
| 620-4840-62010 | Office Supplies | 33.97 |
| 620-4840-62120 | Gas-Oil-Lube | 653.78 |
| 620-4840-62160 | Chemicals | 9,340.61 |
| 620-4840-62990 | Misc. Operating Expense | 86.24 |
| 620-4890-63060 | Credit Card Fees | 1,500.37 |
| 630-4840-62990 | Misc. Operating Expense | 731.42 |
| 630-4850-62230 | Building Maint & Repair | 1.49 |
| 630-4930-67200 | Operating Transfers | 172,914.50 |
| 640-4930-67200 | Operating Transfers | 99,350.50 |
| 650-4930-67200 | Operating Transfers | 15,003.50 |
| 670-4850-62210 | Equipment Maint & Repa... | 1,159.84 |
| 680-4840-62010 | Office Supplies | 9.71 |
| 680-4840-62120 | Gas-Oil-Lube | 586.04 |
| 680-4850-62220 | Lift Station and Pond Ma... | 4,252.52 |
| 680-4890-63060 | Credit Card Fees | 428.68 |
| 690-20250 | Customer Deposits | 96.05 |
| 690-4840-62010 | Office Supplies | 38.83 |
| 690-4840-62120 | Gas-Oil-Lube | 1,121.60 |
| 690-4850-62230 | Building Maint & Repair | 211.61 |
| 690-4850-62350 | Power Plant/Dam Maint | 25.00 |
| 690-4850-62360 | Distribution Maint | 6.75 |
| 690-4890-63020 | Computer Maintenance... | 470.05 |
| 690-4890-63060 | Credit Card Fees | 8,215.15 |

Account Summary

| Account Number | Account Name | Expense Amount |
|-----------------------|--------------------------|-----------------------|
| 690-4890-63110 | Consulting Fees | 3,342.50 |
| 690-4890-64320 | Uncollectable Accounts | 2,641.06 |
| 820-4840-62120 | Gas-Oil-Lube | 229.44 |
| 820-4850-62210 | Equipment Maint & Repa.. | 137.24 |
| | Grand Total: | 505,766.32 |

Project Account Summary

| Project Account Key | Expense Amount |
|----------------------------|---------------------------------------|
| **None** | 505,766.32 |
| | Grand Total: 505,766.32 |



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01751 - PYPKT02200 - 2026 04 16 #8 Payroll

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|---|----------------|------------|--------------------|----------------|---------------------|------------|------------------|
| Vendor: BLUE CROSS BLUE SHIELD OF MN | | | | | | | |
| BLUE CROSS BLUE SHIELD O... | INV0002099 | 04/16/2026 | APRIL PREMIUMS | 740-4870-63650 | | 04/16/2026 | 2,720.00 |
| Vendor BLUE CROSS BLUE SHIELD OF MN Total: | | | | | | | 2,720.00 |
| Vendor: INTERNAL REVENUE SERVICE | | | | | | | |
| INTERNAL REVENUE SERVICE | INV0002097 | 04/16/2026 | SOCIAL SECURITY | 740-20150 | | 04/16/2026 | 25,372.16 |
| INTERNAL REVENUE SERVICE | INV0002097 | 04/16/2026 | MEDICARE | 740-20150 | | 04/16/2026 | 8,278.68 |
| INTERNAL REVENUE SERVICE | INV0002097 | 04/16/2026 | FED W/H | 740-20150 | | 04/16/2026 | 27,251.54 |
| Vendor INTERNAL REVENUE SERVICE Total: | | | | | | | 60,902.38 |
| Vendor: MINNESOTA TEAMSTERS NO. 320 | | | | | | | |
| MINNESOTA TEAMSTERS N... | INV0002092 | 04/16/2026 | Union Dues | 740-24000 | | 04/16/2026 | 4,559.00 |
| Vendor MINNESOTA TEAMSTERS NO. 320 Total: | | | | | | | 4,559.00 |
| Vendor: MINNESOTA U I FUND | | | | | | | |
| MINNESOTA U I FUND | INV0002110 | 04/16/2026 | 2026 Q1 | 610-4825-61410 | | 04/16/2026 | 39.70 |
| Vendor MINNESOTA U I FUND Total: | | | | | | | 39.70 |
| Vendor: MN DPT OF REVENUE - GARNISHMENTS | | | | | | | |
| MN DPT OF REVENUE - GA... | INV0002093 | 04/16/2026 | Garnishment | 740-24000 | | 04/16/2026 | 389.47 |
| Vendor MN DPT OF REVENUE - GARNISHMENTS Total: | | | | | | | 389.47 |
| Vendor: MN DPT OF REVENUE - WITHHOLDING | | | | | | | |
| MN DPT OF REVENUE - WIT... | INV0002096 | 04/16/2026 | State W/H Tax | 740-20160 | | 04/16/2026 | 13,249.19 |
| Vendor MN DPT OF REVENUE - WITHHOLDING Total: | | | | | | | 13,249.19 |
| Vendor: P E R A OF MN | | | | | | | |
| P E R A OF MN | INV0002095 | 04/16/2026 | PERA EE/ER DEF | 740-20180 | | 04/16/2026 | 140.26 |
| P E R A OF MN | INV0002095 | 04/16/2026 | PERA EE/ER P&F | 740-20180 | | 04/16/2026 | 25,235.12 |
| P E R A OF MN | INV0002095 | 04/16/2026 | PERA EE/ER COORD | 740-20180 | | 04/16/2026 | 29,130.41 |
| P E R A OF MN | INV0002101 | 04/16/2026 | Roff Correction | 610-4825-61210 | | 04/16/2026 | 1,071.23 |
| Vendor P E R A OF MN Total: | | | | | | | 55,577.02 |
| Vendor: SUN LIFE FINANCIAL - LIFE | | | | | | | |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 100-4150-61330 | | 04/16/2026 | 56.95 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 100-4194-61330 | | 04/16/2026 | 9.35 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 100-4210-61330 | | 04/16/2026 | 175.10 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 100-4220-61330 | | 04/16/2026 | 68.85 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 100-4312-61330 | | 04/16/2026 | 51.00 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 100-4315-61330 | | 04/16/2026 | 51.00 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 100-4510-61330 | | 04/16/2026 | 9.35 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 100-4650-61330 | | 04/16/2026 | 60.35 |

Council Approval Register

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--|----------------|------------|-------------------------------|----------------|---------------------|------------|------------------|
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 100-4660-61330 | | 04/16/2026 | 12.75 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 610-4825-61330 | | 04/16/2026 | 69.70 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 620-4825-61330 | | 04/16/2026 | 43.75 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 680-4825-61330 | | 04/16/2026 | 34.45 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 690-4825-61330 | | 04/16/2026 | 171.70 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 740-24000 | | 04/16/2026 | 667.03 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins COBRA | 740-4870-63640 | | 04/16/2026 | 18.70 |
| SUN LIFE FINANCIAL - LIFE | INV0002091 | 04/16/2026 | Life Ins Premium | 820-4825-61330 | | 04/16/2026 | 9.35 |
| Vendor SUN LIFE FINANCIAL - LIFE Total: | | | | | | | 1,509.38 |
| Vendor: VANTAGEPOINT ICMA | | | | | | | |
| VANTAGEPOINT ICMA | INV0002088 | 04/16/2026 | Contributions Employee | 740-24000 | | 04/16/2026 | 5,784.47 |
| Vendor VANTAGEPOINT ICMA Total: | | | | | | | 5,784.47 |
| Vendor: WEX BANK | | | | | | | |
| WEX BANK | INV0002090 | 04/16/2026 | HSA | 740-24000 | | 04/16/2026 | 234.99 |
| WEX BANK | INV0002098 | 04/16/2026 | VEBA Employer Contribution | 100-4194-61310 | | 04/16/2026 | 288.88 |
| WEX BANK | INV0002098 | 04/16/2026 | VEBA City Contribution | 100-4210-61310 | | 04/16/2026 | 3,480.48 |
| WEX BANK | INV0002098 | 04/16/2026 | VEBA City Contribution | 100-4220-61310 | | 04/16/2026 | 1,458.32 |
| WEX BANK | INV0002098 | 04/16/2026 | VEBA City Contribution | 100-4650-61310 | | 04/16/2026 | 4,938.80 |
| WEX BANK | INV0002098 | 04/16/2026 | VEBA City Contributions | 610-4825-61310 | | 04/16/2026 | 288.88 |
| WEX BANK | INV0002098 | 04/16/2026 | VEBA City Contribution | 680-4825-61310 | | 04/16/2026 | 1,458.32 |
| WEX BANK | INV0002098 | 04/16/2026 | VEBA City Contribution | 690-4825-61310 | | 04/16/2026 | 5,379.08 |
| WEX BANK | INV0002100 | 04/16/2026 | HSA City Contribution | 100-4150-61310 | | 04/16/2026 | 3,343.00 |
| WEX BANK | INV0002100 | 04/16/2026 | HSA City Contribution | 100-4210-61310 | | 04/16/2026 | 1,747.20 |
| WEX BANK | INV0002100 | 04/16/2026 | HSA City Contribution | 100-4220-61310 | | 04/16/2026 | 866.64 |
| WEX BANK | INV0002100 | 04/16/2026 | HSA City Contribution | 100-4650-61310 | | 04/16/2026 | 3,494.40 |
| WEX BANK | INV0002100 | 04/16/2026 | HSA City Contribution | 610-4825-61310 | | 04/16/2026 | 729.16 |
| WEX BANK | INV0002100 | 04/16/2026 | HSA City Contribution | 680-4825-61310 | | 04/16/2026 | 1,018.04 |
| Vendor WEX BANK Total: | | | | | | | 28,726.19 |
| Vendor: WEX HEALTH INC | | | | | | | |
| WEX HEALTH INC | INV0002106 | 04/01/2026 | FSA Flex Reimbursement | 740-20300 | | 04/01/2026 | 90.00 |
| WEX HEALTH INC | INV0002109 | 04/10/2026 | FSA Flex Reimbursement | 740-20300 | | 04/10/2026 | 186.85 |
| WEX HEALTH INC | INV0002111 | 04/14/2026 | FSA Flex Reimbursement | 740-20300 | | 04/14/2026 | 214.57 |
| WEX HEALTH INC | INV0002112 | 04/14/2026 | FSA Flex Reimbursement | 740-20300 | | 04/14/2026 | 10.00 |
| WEX HEALTH INC | INV0002113 | 04/16/2026 | FSA Flex Reimbursement | 740-20300 | | 04/16/2026 | 14.48 |
| WEX HEALTH INC | INV0002105 | 04/02/2026 | FSA Flex Reimbursement | 740-20300 | | 04/02/2026 | 1,556.86 |
| WEX HEALTH INC | INV0002102 | 04/03/2026 | FSA Flex Reimbursement | 740-20300 | | 04/03/2026 | 78.91 |
| WEX HEALTH INC | INV0002103 | 04/07/2026 | FSA Flex Reimbursement | 740-20300 | | 04/07/2026 | 10.00 |
| WEX HEALTH INC | INV0002104 | 04/07/2026 | FSA Flex Reimbursement | 740-20300 | | 04/07/2026 | 385.74 |
| WEX HEALTH INC | INV0002107 | 04/08/2026 | WEX Administrative Fees - ... | 100-4670-62990 | | 04/08/2026 | 148.50 |
| WEX HEALTH INC | INV0002107 | 04/08/2026 | WEX Administrative Fees - ... | 610-4840-62990 | | 04/08/2026 | 13.75 |
| WEX HEALTH INC | INV0002107 | 04/08/2026 | WEX Administrative Fees - ... | 620-4840-62990 | | 04/08/2026 | 11.00 |
| WEX HEALTH INC | INV0002107 | 04/08/2026 | WEX Administrative Fees - ... | 690-4840-62990 | | 04/08/2026 | 44.00 |

Council Approval Register

Packet: APPKT01751 - PYPKT02200 - 2026 04 16 #8 Payroll

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--------------------|-----------------------|------------------|---------------------------|-----------------------|----------------------------|-------------------------------------|-------------------|
| WEX HEALTH INC | INV0002108 | 04/09/2026 | FSA Flex Reimbursement | 740-20300 | | 04/09/2026 | 14.72 |
| | | | | | | Vendor WEX HEALTH INC Total: | 2,779.38 |
| | | | | | | Grand Total: | 176,236.18 |

Fund Summary

| Fund | Expense Amount |
|---------------------------------|-------------------|
| 100 - GENERAL FUND | 20,260.92 |
| 610 - LIQUOR DISPENSARY | 2,212.42 |
| 620 - WATER UTILITY FUND | 54.75 |
| 680 - WASTEWATER UTILITY FUND | 2,510.81 |
| 690 - ELECTRIC UTILITY FUND | 5,594.78 |
| 740 - TRF HEALTH INSURANCE FUND | 145,593.15 |
| 820 - GREENWOOD CEMETERY FUND | 9.35 |
| Grand Total: | 176,236.18 |

Account Summary

| Account Number | Account Name | Expense Amount |
|----------------|-------------------------|----------------|
| 100-4150-61310 | Health Insurance | 3,343.00 |
| 100-4150-61330 | Life Insurance | 56.95 |
| 100-4194-61310 | Health Insurance | 288.88 |
| 100-4194-61330 | Life Insurance | 9.35 |
| 100-4210-61310 | Health Insurance | 5,227.68 |
| 100-4210-61330 | Life Insurance | 175.10 |
| 100-4220-61310 | Health Insurance | 2,324.96 |
| 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 | 8,433.20 |
| 100-4650-61330 | Life Insurance | 60.35 |
| 100-4660-61330 | Life Insurance | 12.75 |
| 100-4670-62990 | Misc. Operating Expense | 148.50 |
| 610-4825-61210 | PERA Contributions | 1,071.23 |
| 610-4825-61310 | Health Insurance | 1,018.04 |
| 610-4825-61330 | Life Insurance | 69.70 |
| 610-4825-61410 | Unemployment Compen... | 39.70 |
| 610-4840-62990 | Misc. Operating Expense | 13.75 |
| 620-4825-61330 | Life Insurance | 43.75 |
| 620-4840-62990 | Misc. Operating Expense | 11.00 |
| 680-4825-61310 | Health Insurance | 2,476.36 |
| 680-4825-61330 | Life Insurance | 34.45 |
| 690-4825-61310 | Health Insurance | 5,379.08 |
| 690-4825-61330 | Life Insurance | 171.70 |
| 690-4840-62990 | Misc. Operating Expense | 44.00 |
| 740-20150 | Payroll Taxes Payable | 60,902.38 |
| 740-20160 | State Withholding | 13,249.19 |
| 740-20180 | PERA Payable | 54,505.79 |
| 740-20300 | Flex Payroll Deductions | 2,562.13 |

Account Summary

| Account Number | Account Name | Expense Amount |
|-----------------------|---------------------------|-----------------------|
| 740-24000 | Clearing Account | 11,634.96 |
| 740-4870-63640 | Life Insurance - COBRA | 18.70 |
| 740-4870-63650 | Senior Gold BC/BS Mont... | 2,720.00 |
| 820-4825-61330 | Life Insurance | 9.35 |
| | Grand Total: | 176,236.18 |

Project Account Summary

| Project Account Key | Expense Amount |
|----------------------------|-----------------------|
| **None** | 176,236.18 |
| | Grand Total: |



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT01754 - 4/22/26-COUNCIL MEETING (4/21/26)

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|---|----------------|------------|------------------------------|----------------|---------------------|------------|------------------|
| Vendor: ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC (AE2S) | | | | | | | |
| ADVANCED ENGINEERING ... | 109996 | 04/07/2026 | P00830-2018-004: EPA AUD... | 620-4890-63110 | | 04/07/2026 | 16,841.25 |
| ADVANCED ENGINEERING ... | 110033 | 04/07/2026 | P00830-2023-001: 2026 WT... | 510-4680-65920 | | 04/07/2026 | 22,401.00 |
| ADVANCED ENGINEERING ... | 110034 | 04/07/2026 | P00830-2025-003: LSL REPL... | 565-4680-65920 | | 04/07/2026 | 4,709.50 |
| ADVANCED ENGINEERING ... | 110196 | 04/07/2026 | P00830-2022-001: SCADA S... | 620-4890-63110 | | 04/07/2026 | 241.00 |
| Vendor ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC (AE2S) Total: | | | | | | | 44,192.75 |
| Vendor: ARTISAN BEER COMPANY | | | | | | | |
| ARTISAN BEER COMPANY | 3844313 | 04/06/2026 | BEER | 610-4810-62520 | | 04/06/2026 | 467.20 |
| Vendor ARTISAN BEER COMPANY Total: | | | | | | | 467.20 |
| Vendor: BELLBOY CORP - BAR SUPPLY | | | | | | | |
| BELLBOY CORP - BAR SUPPLY | 0110993500 | 03/31/2026 | MIX | 610-4810-62540 | | 03/31/2026 | 69.05 |
| Vendor BELLBOY CORP - BAR SUPPLY Total: | | | | | | | 69.05 |
| Vendor: BELLBOY CORP - LIQUOR | | | | | | | |
| BELLBOY CORP - LIQUOR | 0210905800 | 03/31/2026 | LIQUOR | 610-4810-62510 | | 03/31/2026 | 4,690.00 |
| BELLBOY CORP - LIQUOR | 0210922600 | 03/31/2026 | LIQUOR & WINE | 610-4810-62510 | | 03/31/2026 | 2,335.75 |
| BELLBOY CORP - LIQUOR | 0210922600 | 03/31/2026 | LIQUOR & WINE | 610-4810-62530 | | 03/31/2026 | 271.33 |
| Vendor BELLBOY CORP - LIQUOR Total: | | | | | | | 7,297.08 |
| Vendor: BREAKTHRU BEVERAGE | | | | | | | |
| BREAKTHRU BEVERAGE | 126302715 | 03/31/2026 | LIQUOR | 610-4810-62510 | | 03/31/2026 | 4,899.95 |
| BREAKTHRU BEVERAGE | 126302716 | 03/31/2026 | WINE | 610-4810-62530 | | 03/31/2026 | 2,960.00 |
| BREAKTHRU BEVERAGE | 126302717 | 03/31/2026 | WINE | 610-4810-62530 | | 03/31/2026 | 160.00 |
| BREAKTHRU BEVERAGE | 126302718 | 03/31/2026 | MIX | 610-4810-62540 | | 03/31/2026 | 287.03 |
| Vendor BREAKTHRU BEVERAGE Total: | | | | | | | 8,306.98 |
| Vendor: COLE PAPERS INC | | | | | | | |
| COLE PAPERS INC | 10704529 | 04/09/2026 | AIR FRESHENER REFILLS | 100-4194-62990 | | 04/09/2026 | 185.42 |
| Vendor COLE PAPERS INC Total: | | | | | | | 185.42 |
| Vendor: CORE-MARK US LLC | | | | | | | |
| CORE-MARK US LLC | 2473702 | 04/01/2026 | 12/15/2025-CREDIT | 610-4810-62590 | | 04/01/2026 | -976.48 |
| CORE-MARK US LLC | 2628278 | 04/01/2026 | CIGS & LIGHTERS | 610-4810-62590 | | 04/01/2026 | 3,259.48 |
| Vendor CORE-MARK US LLC Total: | | | | | | | 2,283.00 |
| Vendor: HDR ENGINEERING INC - CHICAGO | | | | | | | |
| HDR ENGINEERING INC - CH... | 1200814143 | 04/06/2026 | 10349034-DAM RELICENSE | 690-4890-64370 | | 04/06/2026 | 44,127.88 |
| Vendor HDR ENGINEERING INC - CHICAGO Total: | | | | | | | 44,127.88 |
| Vendor: IHLE SPARBY AND HAASE PA | | | | | | | |
| IHLE SPARBY AND HAASE PA | 05593 | 04/01/2026 | MARCH 2026-CONTRACT SE... | 100-4160-63040 | | 04/01/2026 | 2,800.00 |

Council Approval Register

Packet: APPKT01754 - 4/22/26-COUNCIL MEETING (4/21/26)

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|---|------------------|------------|--------------------------------|----------------|---------------------|------------|------------------|
| IHLE SPARBY AND HAASE PA | 05594 | 04/01/2026 | MARCH 2026-CRIMINAL SE... | 100-4160-63040 | | 04/01/2026 | 5,700.00 |
| Vendor IHLE SPARBY AND HAASE PA Total: | | | | | | | 8,500.00 |
| Vendor: JOHN DEERE FINANCIAL | | | | | | | |
| JOHN DEERE FINANCIAL | 10639207 | 04/02/2026 | FILTERS-SWEEPER | 670-4850-62210 | | 04/02/2026 | 226.50 |
| Vendor JOHN DEERE FINANCIAL Total: | | | | | | | 226.50 |
| Vendor: JOHNSON BROTHERS LIQUOR | | | | | | | |
| JOHNSON BROTHERS LIQU... | 1024989 | 04/06/2026 | LIQUOR | 610-4810-62510 | | 04/06/2026 | 2,080.43 |
| JOHNSON BROTHERS LIQU... | 1024990 | 04/06/2026 | WINE | 610-4810-62530 | | 04/06/2026 | 6,945.18 |
| Vendor JOHNSON BROTHERS LIQUOR Total: | | | | | | | 9,025.61 |
| Vendor: L & M SUPPLY INC | | | | | | | |
| L & M SUPPLY INC | 10049016 | 04/01/2026 | CLEANING SUPPLIES | 100-4312-62990 | | 04/01/2026 | 7.32 |
| L & M SUPPLY INC | 10049016 | 04/01/2026 | CLEANING SUPPLIES | 100-4315-62990 | | 04/01/2026 | 7.32 |
| L & M SUPPLY INC | 10049016 | 04/01/2026 | CLEANING SUPPLIES | 100-4510-62990 | | 04/01/2026 | 7.32 |
| Vendor L & M SUPPLY INC Total: | | | | | | | 21.96 |
| Vendor: M M U A | | | | | | | |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 100-4150-64410 | | 04/01/2026 | 483.95 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 100-4194-64410 | | 04/01/2026 | 80.90 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 100-4210-64410 | | 04/01/2026 | 1,532.75 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 100-4220-64410 | | 04/01/2026 | 564.85 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 100-4240-64410 | | 04/01/2026 | 80.90 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 100-4312-64410 | | 04/01/2026 | 564.85 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 100-4315-64410 | | 04/01/2026 | 564.85 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 100-4510-64410 | | 04/01/2026 | 402.30 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 100-4650-64410 | | 04/01/2026 | 241.97 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 100-4660-64410 | | 04/01/2026 | 80.91 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 610-4890-64410 | | 04/01/2026 | 483.95 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 620-4890-64410 | | 04/01/2026 | 322.88 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 660-24000 | | 04/01/2026 | 322.88 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 680-4890-64410 | | 04/01/2026 | 322.88 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 690-4890-64410 | | 04/01/2026 | 1,371.68 |
| M M U A | 68686 | 04/01/2026 | MMUA QTR 2 SAFETY PROG... | 690-4890-64410 | | 04/01/2026 | 1,923.75 |
| Vendor M M U A Total: | | | | | | | 9,346.25 |
| Vendor: MINNKOTA POWER COOPERATIVE INC | | | | | | | |
| MINNKOTA POWER COOPE... | TRFALLS-CIP QTR1 | 04/09/2026 | 1ST QTR CIP 2026 | 690-4890-68880 | | 04/09/2026 | 22,531.81 |
| Vendor MINNKOTA POWER COOPERATIVE INC Total: | | | | | | | 22,531.81 |
| Vendor: NATHAN WILLIAM DYKES | | | | | | | |
| NATHAN WILLIAM DYKES | 12869 | 04/08/2026 | METER CALIBRATION | 680-4850-62200 | | 04/08/2026 | 1,560.70 |
| Vendor NATHAN WILLIAM DYKES Total: | | | | | | | 1,560.70 |
| Vendor: PAPER ROLL SUPPLIES | | | | | | | |
| PAPER ROLL SUPPLIES | 3085 | 04/06/2026 | 1 CS 2 1/4 & 4 CS 3 1/8 PAP... | 610-4840-62140 | | 04/06/2026 | 328.11 |
| Vendor PAPER ROLL SUPPLIES Total: | | | | | | | 328.11 |

Council Approval Register

Packet: APPKT01754 - 4/22/26-COUNCIL MEETING (4/21/26)

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|--|----------------|------------|-----------------------------|----------------|---------------------|------------|------------------|
| Vendor: PHILLIPS WINE & SPIRITS | | | | | | | |
| PHILLIPS WINE & SPIRITS | 5152615 | 04/06/2026 | LIQUOR | 610-4810-62510 | | 04/06/2026 | 3,060.94 |
| PHILLIPS WINE & SPIRITS | 5152616 | 04/06/2026 | LIQUOR & WINE | 610-4810-62510 | | 04/06/2026 | 223.75 |
| PHILLIPS WINE & SPIRITS | 5152616 | 04/06/2026 | LIQUOR & WINE | 610-4810-62530 | | 04/06/2026 | 363.00 |
| PHILLIPS WINE & SPIRITS | 5152617 | 04/06/2026 | WINE & MIX | 610-4810-62530 | | 04/06/2026 | 451.00 |
| PHILLIPS WINE & SPIRITS | 5152617 | 04/06/2026 | WINE & MIX | 610-4810-62540 | | 04/06/2026 | 56.10 |
| Vendor PHILLIPS WINE & SPIRITS Total: | | | | | | | 4,154.79 |
| Vendor: ROBIN HOOD SHIP | | | | | | | |
| ROBIN HOOD SHIP | 17506 | 04/06/2026 | STATE SAMPLES | 620-4840-62170 | | 04/06/2026 | 20.69 |
| Vendor ROBIN HOOD SHIP Total: | | | | | | | 20.69 |
| Vendor: SANITATION PRODUCTS INC | | | | | | | |
| SANITATION PRODUCTS INC | 96535 | 04/07/2026 | HORN-SWEEPER | 670-4850-62210 | | 04/07/2026 | 36.15 |
| Vendor SANITATION PRODUCTS INC Total: | | | | | | | 36.15 |
| Vendor: SOUTHERN GLAZERS OF MN | | | | | | | |
| SOUTHERN GLAZERS OF MN | 2740798 | 03/31/2026 | LIQUOR & WINE | 610-4810-62510 | | 03/31/2026 | 4,512.33 |
| SOUTHERN GLAZERS OF MN | 2740798 | 03/31/2026 | LIQUOR & WINE | 610-4810-62530 | | 03/31/2026 | 1,373.99 |
| SOUTHERN GLAZERS OF MN | 2740799 | 03/31/2026 | LIQUOR | 610-4810-62510 | | 03/31/2026 | 4,800.25 |
| SOUTHERN GLAZERS OF MN | 2740800 | 03/31/2026 | WINE | 610-4810-62530 | | 03/31/2026 | 1,140.40 |
| SOUTHERN GLAZERS OF MN | 2740801 | 03/31/2026 | LIQUOR | 610-4810-62510 | | 03/31/2026 | 480.60 |
| SOUTHERN GLAZERS OF MN | 2740802 | 03/31/2026 | LIQUOR | 610-4810-62510 | | 03/31/2026 | 3,247.58 |
| SOUTHERN GLAZERS OF MN | 2740803 | 03/31/2026 | LIQUOR | 610-4810-62510 | | 03/31/2026 | 891.75 |
| SOUTHERN GLAZERS OF MN | 2743287 | 04/07/2026 | LIQUOR | 610-4810-62510 | | 04/07/2026 | 269.96 |
| Vendor SOUTHERN GLAZERS OF MN Total: | | | | | | | 16,716.86 |
| Vendor: SPORTSFIELD SPECIALTIES INC | | | | | | | |
| SPORTSFIELD SPECIALTIES I... | 105976 | 04/02/2026 | NETTING & PADDING @ MEC | 260-4680-65900 | | 04/02/2026 | 48,263.41 |
| Vendor SPORTSFIELD SPECIALTIES INC Total: | | | | | | | 48,263.41 |
| Vendor: STAPLES BUSINESS | | | | | | | |
| STAPLES BUSINESS | 6060458177 | 04/04/2026 | GENERAL OFFICE SUPPLIES | 100-4670-62010 | | 04/04/2026 | 492.32 |
| Vendor STAPLES BUSINESS Total: | | | | | | | 492.32 |
| Vendor: T R F RADIO | | | | | | | |
| T R F RADIO | 41547-3 | 04/01/2026 | TRF RADIO | 610-4880-63490 | | 04/01/2026 | 550.00 |
| Vendor T R F RADIO Total: | | | | | | | 550.00 |
| Vendor: TREVIPAY - WALMART | | | | | | | |
| TREVIPAY - WALMART | 1c90be53 | 04/06/2026 | GENERAL SUPPLIES | 100-4220-62990 | | 04/06/2026 | 79.85 |
| Vendor TREVIPAY - WALMART Total: | | | | | | | 79.85 |
| Vendor: TRUE CHECK LLC | | | | | | | |
| TRUE CHECK LLC | 243 | 04/02/2026 | MAR 2026 BLDG OFFICIAL S... | 100-4240-63030 | | 04/02/2026 | 15,086.72 |
| Vendor TRUE CHECK LLC Total: | | | | | | | 15,086.72 |

Council Approval Register

Packet: APPKT01754 - 4/22/26-COUNCIL MEETING (4/21/26)

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Project Account Key | Post Date | Amount |
|---|----------------|------------|--------------------------|----------------|---------------------|---|-------------------|
| Vendor: UNITED STATES PLASTIC CORP | | | | | | | |
| UNITED STATES PLASTIC CO... | 7893760 | 04/02/2026 | CHLORINE FEEDER FITTINGS | 620-4850-62220 | | 04/02/2026 | 464.02 |
| | | | | | | Vendor UNITED STATES PLASTIC CORP Total: | 464.02 |
| Vendor: VINOPIA INC | | | | | | | |
| VINOPIA INC | 0392335-IN | 03/31/2026 | LIQUOR | 610-4810-62510 | | 03/31/2026 | 349.67 |
| | | | | | | Vendor VINOPIA INC Total: | 349.67 |
| | | | | | | Grand Total: | 244,684.78 |

Fund Summary

| Fund | Expense Amount |
|--|-------------------|
| 100 - GENERAL FUND | 28,964.50 |
| 260 - MULTI-EVENTS CENTER FUND | 48,263.41 |
| 510 - 2026 PAC & RW PROJECT | 22,401.00 |
| 565 - LEAD & GALVANIZED SERVICE LINE PROJECT | 4,709.50 |
| 610 - LIQUOR DISPENSARY | 50,032.30 |
| 620 - WATER UTILITY FUND | 17,889.84 |
| 660 - AIRPORT FUND | 322.88 |
| 670 - STORM WATER UTILITY FUND | 262.65 |
| 680 - WASTEWATER UTILITY FUND | 1,883.58 |
| 690 - ELECTRIC UTILITY FUND | 69,955.12 |
| Grand Total: | 244,684.78 |

Account Summary

| Account Number | Account Name | Expense Amount |
|----------------|-----------------------------|----------------|
| 100-4150-64410 | Safety Training | 483.95 |
| 100-4160-63040 | Legal Fees | 8,500.00 |
| 100-4194-62990 | Misc. Operating Expense | 185.42 |
| 100-4194-64410 | Safety Training | 80.90 |
| 100-4210-64410 | Safety Training | 1,532.75 |
| 100-4220-62990 | Misc. Operating Expense | 79.85 |
| 100-4220-64410 | Safety Training | 564.85 |
| 100-4240-63030 | Contracts Expense | 15,086.72 |
| 100-4240-64410 | Safety Training | 80.90 |
| 100-4312-62990 | Misc. Operating Expense | 7.32 |
| 100-4312-64410 | Safety Training | 564.85 |
| 100-4315-62990 | Misc. Operating Expense | 7.32 |
| 100-4315-64410 | Safety Training | 564.85 |
| 100-4510-62990 | Misc. Operating Expense | 7.32 |
| 100-4510-64410 | Safety Training | 402.30 |
| 100-4650-64410 | Safety Training | 241.97 |
| 100-4660-64410 | Safety Training | 80.91 |
| 100-4670-62010 | Office Supplies | 492.32 |
| 260-4680-65900 | Work in Process-Constru... | 48,263.41 |
| 510-4680-65920 | Work in Process - Eng/Ar... | 22,401.00 |
| 565-4680-65920 | Work in Process - Eng/Ar... | 4,709.50 |
| 610-4810-62510 | Liquor for Resale | 31,842.96 |
| 610-4810-62520 | Beer for Resale | 467.20 |
| 610-4810-62530 | Wine for Resale | 13,664.90 |
| 610-4810-62540 | Soft Drinks/Mix for Resa... | 412.18 |
| 610-4810-62590 | Misc. Mdse for Resale | 2,283.00 |
| 610-4840-62140 | Off Sale Supplies | 328.11 |
| 610-4880-63490 | Advertising | 550.00 |

Account Summary

| Account Number | Account Name | Expense Amount |
|----------------|----------------------------|-------------------|
| 610-4890-64410 | Safety Training | 483.95 |
| 620-4840-62170 | Field Supplies | 20.69 |
| 620-4850-62220 | Plant Equip Maint & Rep... | 464.02 |
| 620-4890-63110 | Consulting Fees | 17,082.25 |
| 620-4890-64410 | Safety Training | 322.88 |
| 660-24000 | Clearing Account | 322.88 |
| 670-4850-62210 | Equipment Maint & Repa.. | 262.65 |
| 680-4850-62200 | System Expense | 1,560.70 |
| 680-4890-64410 | Safety Training | 322.88 |
| 690-4890-64370 | Taxes and Licenses | 44,127.88 |
| 690-4890-64410 | Safety Training | 3,295.43 |
| 690-4890-68880 | Conservation Program | 22,531.81 |
| | Grand Total: | 244,684.78 |

Project Account Summary

| Project Account Key | Expense Amount |
|---------------------|-------------------|
| **None** | 244,684.78 |
| Grand Total: | 244,684.78 |



City of Thief River Falls

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

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 4/21/2026

SUBJECT: Approve Fireworks Permit for Pennington County Fair (J&M Displays)

RECOMMENDATION: It is respectfully the Council approve the following:

MOTION TO: to approve the fireworks permit for the Pennington County Fair Association (J&M Displays).

BACKGROUND: The Pennington County Fair holds an annual fireworks display. The fireworks show is managed by J&M Displays. The show will be on July 15, 2026 from approximately 10 pm to 10:15 pm at the Pennington County Fairgrounds (525 Barzan Ave S, Thief River Falls).

KEY ISSUES: Map is attached.

FINANCIAL CONSIDERATIONS: Fee of \$25 will be paid by the Pennington County Fair Association.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON:

ATTACHMENTS:

| | |
|----|--|
| 1. | Pennington County Fair Fireworks Permit 2026 |
|----|--|



CITY OF THIEF RIVER FALLS

FIREWORKS DISPLAY PERMIT APPLICATION

City Code Section 130.26

(Must be received 15 days prior to event)

Sponsoring Organization Pennington County Fair Association

Name of Contact Person Amber Jehoich - J&M Displays, Inc.

Address of Contact Person 9405 River Rd SE, Clear Lake, MN 55319

Phone Number of Contact Person 320-300-4823

Date of Display July 15, 2026 Time of Display 10:00pm to 10:15pm


Location of Display (See Requirement #1):
Pennington County Fairgrounds
525 Barzan Ave S Thief River Falls, MN 56701

Name of Supervising Operator: Cory Jehoich License No. FW1090
(State law requires operator be licensed by the Minnesota State Fire Marshal)

- REQUIRED ATTACHMENTS: The following attachments must be included with this application:**
- #1) A diagram of the grounds at which the display will be held must be attached. The diagram must show the point of which the fireworks are to be discharged; the location of all buildings; highways, streets, communication lines; and other possible overhead obstructions and the lines behind which the audience will be restrained.
 - #2) Certificate of Insurance with the City of Thief River Falls being named as an additional insured.
 - #3) Names and ages of all assistants that will be participating in the display.
 - #4) Permit fee of \$25.00, payable to the City of Thief River Falls.

You are hereby advised, pursuant to Minnesota Statutes, Section 13.04, Subd. 2, that in order to complete the application necessary for licensing within this municipality, you may be required to supply certain private and/or confidential personal data to the City of Thief River Falls via the completed application form. This private and/or confidential personal data, in addition to all other information provided, will be used by employees of the City of Thief River Falls and the Thief River Falls City Council to determine whether or not the "license" may be granted as requested.

You have the right to refuse to supply any or all data requested, however, your application will not be processed unless all of the requested data is supplied. All data contained in the license application, along with any additional relevant data obtained by agents of the City of Thief River Falls pursuant to the processing of this licensing application, may be classified as public data, except for your social security number or other information stated to be private or confidential by Minnesota State Statutes.


Signature of Sponsoring Organization Contact Person

April 7, 2026
Date

DATE APPROVED BY FIRE CHIEF _____ SIGNATURE OF FIRE CHIEF _____

- DATE APPROVED BY CITY COUNCIL: _____
 DATE OF APPLICATION _____
 Requirement #1 Completed? _____
 Requirement #2 Completed? _____
 Requirement #3 Completed? _____
 Requirement #4 Completed? _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/22/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


| PRODUCER Acisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843 | CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 FAX (A/C, No): 216-658-7101 E-MAIL ADDRESS: | | | | | | | | | | | | | | |
|--|--|--|-------------------------------|--------|--|-------|---|-------|-------------------------------------|--|-------------|--|-------------|--|-------------|
| | <table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Palomar Excess and Surplus Insurance Company</td> <td>16754</td> </tr> <tr> <td>INSURER B : Continental Indemnity Company</td> <td>28258</td> </tr> <tr> <td>INSURER C : HDI Global Specialty SE</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table> | | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A : Palomar Excess and Surplus Insurance Company | 16754 | INSURER B : Continental Indemnity Company | 28258 | INSURER C : HDI Global Specialty SE | | INSURER D : | | INSURER E : | | INSURER F : |
| INSURER(S) AFFORDING COVERAGE | NAIC # | | | | | | | | | | | | | | |
| INSURER A : Palomar Excess and Surplus Insurance Company | 16754 | | | | | | | | | | | | | | |
| INSURER B : Continental Indemnity Company | 28258 | | | | | | | | | | | | | | |
| INSURER C : HDI Global Specialty SE | | | | | | | | | | | | | | | |
| INSURER D : | | | | | | | | | | | | | | | |
| INSURER E : | | | | | | | | | | | | | | | |
| INSURER F : | | | | | | | | | | | | | | | |
| INSURED J & M Displays, Inc. 18064 170th Avenue Yarmouth IA 52660 | | | | | | | | | | | | | | | |

COVERAGES **CERTIFICATE NUMBER: 2060823688** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADD'L INSUR | SUBR VVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|----------|---|-------------|----------|---------------------------|-------------------------|-------------------------|---|--------------|
| | | | | | | | | |
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER: | | | AESPLMR-GL-26-00005 | 1/15/2026 | 1/15/2027 | EACH OCCURRENCE | \$ 1,000,000 |
| | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 500,000 |
| | | | | | | | MED EXP (Any one person) | \$ |
| | | | | | | | PERSONAL & ADV INJURY | \$ 1,000,000 |
| | | | | | | | GENERAL AGGREGATE | \$ 2,000,000 |
| | | | | | | | PRODUCTS - COMP/OP AGG | \$ 2,000,000 |
| | | | | | | | | \$ |
| B | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | | | BESCRMNIA011601_171229_01 | 1/15/2026 | 1/15/2027 | COMBINED SINGLE LIMIT (Ea accident) | \$ 1,000,000 |
| | | | | | | | BODILY INJURY (Per person) | \$ |
| | | | | | | | BODILY INJURY (Per accident) | \$ |
| | | | | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | | | | | | | | \$ |
| C | <input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | 25QS1563 | 1/15/2026 | 1/15/2027 | EACH OCCURRENCE | \$ 9,000,000 |
| | | | | | | | AGGREGATE | \$ 9,000,000 |
| | | | | | | | | \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | | N/A | | | PER STATUTE | OTH-ER |
| | | | | | | | E.L. EACH ACCIDENT | \$ |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE | \$ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement or permit.
 For all LA autos, the following policy applies: BESCRMPLA011601_171229_01
 FIREWORKS DISPLAY DATE: July 15, 2026
 LOCATION OF EVENT: Pennington County Fairgrounds, 525 Barzan Avenue S, Thief River Falls, Minnesota
 ADD'L INSURED: The City of Thief River Falls, Minnesota, its employees, volunteers, officers, elected officials, partners, subsidiaries, divisions & affiliates, event sponsors & landowners as their interest may appear in relation to this event; Pennington County Fair Association (sponsor)

| | |
|--|---|
| CERTIFICATE HOLDER Pennington County Fair Association PO Box 637 Thief River Falls MN 56701 USA | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
| | AUTHORIZED REPRESENTATIVE  |



Pennington County Fair
300' Radius = 4" shells



Please review, sign and return the fireworks permit application to me.

J&M Displays, Inc.

9405 River Road SE

Clear Lake, MN 55319

Email: amberj@jandmdisplays.com

If you have any questions, my number is 320-241-8465.

Thank you for your help with this.

Amber Jehoich, J&M Displays, Inc.



City of Thief River Falls

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

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 4/21/2026

SUBJECT: Water Treatment Plant Reroof

RECOMMENDATION: It respectfully requested to consider calling for bids to reroof the Water Treatment Plant

MOTION TO: Approve calling for the advertising for bids for the Water Treatment Plant to reroof the entire building, with bid opening on May 21st, 2026 at City Hall at 2:00 pm.

BACKGROUND: The City of Thief River Falls Water Treatment Plant was doubled in size in 1990. A new rubber roof was installed on the new addition, and the existing part of the Water Treatment Plant was reroofed at that time as well.

KEY ISSUES: The current rubber roofing is cracking and pulling away from the edges. The insulation under the rubber mat is deteriorating and needs to be replaced as well.

FINANCIAL CONSIDERATIONS: Engineer's estimate is \$35-\$45/square foot and will be paid through bonding and Utility revenue.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Water Systems Superintendent

ATTACHMENTS:

None



Request for Council Action

DATE: 4/21/2026

SUBJECT: Approval of the TRF Police Department to purchase a 2015 Chevrolet Tahoe

RECOMMENDATION: It is respectfully requested that the Council consider the following Public Safety Committee suggestion.

MOTION TO: To approve the purchase of a 2015 Chevrolet Tahoe to be used as an admin vehicle.

BACKGROUND: This purchase request was submitted to the public Safety committee. The current Deputy Chief's vehicle will be reassigned to the juvenile investigator, and the requested Chevy Tahoe will be assigned to the Deputy Chief. This will fill the void of a reliable vehicle for the Juvenile investigator.

KEY ISSUES: The Police Department currently does not have a vehicle suitable for Investigations work and by purchasing this Tahoe that will allow us to assign the Deputy Chief's current vehicle to investigations.

FINANCIAL CONSIDERATIONS: The cost of the Tahoe is \$16,700. We have a forfeited vehicle that we plan to trade in on the Tahoe for \$5000 and plan to sell a retired 2016 police Squad car to Guardian for \$2000. We are requesting \$10,000 from the public safety funds. There is \$35,000 still available in public safety funds. Furthermore, there was originally \$80,000 allocated from the Emergency Services fund for the purchase of a K9 Squad. Council did approve that we use \$18,000 from that to purchase new handguns and we did purchase a used K9 Squad for the amount \$28,000. This leaves \$34,000 remaining from the allocated emergency services fund originally set aside for the purchase of a K9 squad.

LEGAL CONSIDERATION: This vehicle will be equipped with Emergency lights and siren to satisfy Statutory requirements.

DEPARTMENT/RESPONSIBLE PERSON: Deputy Chief Mike Roff

ATTACHMENTS:

None



Request for Council Action

DATE: 4/21/2026

SUBJECT: Approval of the TRF Police Department to designate 3 vehicles as surplus to be sold at auction

RECOMMENDATION: It is respectfully requested that the Council consider the following Public Safety Committee suggestion.

MOTION TO: Designate the following vehicles as surplus:

2018 Ford Explorer Interceptor

2017 Ford Explorer Interceptor

2013 BMW 3 Series

BACKGROUND: The 2 Explorers are worn out squad cars no longer in service and not sellable to Guardian. The BMW was a forfeiture that was used by investigations for a short time and is no longer needed.

KEY ISSUES: These vehicles are no longer used by the Police department and need to be sold.

FINANCIAL CONSIDERATIONS: These vehicles will be sold at auction, and the proceeds can be used to purchase needed equipment in the future.

LEGAL CONSIDERATION: These vehicles are all owned by and titled to the City of Thief River Falls

DEPARTMENT/RESPONSIBLE PERSON: Deputy Chief Mike Roff

ATTACHMENTS:

None



Request for Council Action

DATE: 4/21/2026

SUBJECT: Renewal of Existing Virtualization Platform

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

MOTION TO: Approve the renewal of our existing virtualization platform

BACKGROUND: A few years ago, our current virtualization platform was acquired by another vendor. Since that acquisition, annual support costs have increased significantly. Because of these rising costs, we have evaluated the possibility of transitioning to an alternative virtualization platform.

However, because of the delicacy of this migration discovery, assessment, design and migration planning would cost between \$20,000.00-\$50,000.00

KEY ISSUES: Costs:

- o Renewal-\$10,913.76 per year for 3 years
- This structure includes the option of cancelling Years 2 and 3.
- o Estimated cost to transition to another virtualization platform-\$20,000-\$50,000.00

Issues:

- o Due to limited funds in the current budget and increased server costs, we are unable to purchase an additional server required to support a smooth and stable transition.
- o Attempting a transition without this required hardware increases risk of:
 - System Downtime
 - Potential data loss
- o Without completing the required discovery and assessment phase, the City cannot safely migrate to another platform at this time.

FINANCIAL CONSIDERATIONS: • Cost per integration: \$10,913.76

- Vendor: Insight
- Funding source: 2026 IT Budget – Contracts

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, IT Coordinator

ATTACHMENTS:

| | |
|----|--|
| 1. | City of Thief River Falls - Hypervisor Change (002) Redacted |
| 2. | Quotation #0229267602 - City of Thief River Falls (003) Redacted |

City of Thief River Falls

 budgetary
estimate



Key Deliverables

Deliverables

Description

| | |
|--|--|
| <p>Executive Summary</p> | <ul style="list-style-type: none"> • Synthesize critical insights into a succinct report • Highlight key opportunities and risks • Provide actionable recommendations for immediate impact |
| <p>Statement of Work (SOW)</p> | <ul style="list-style-type: none"> • Clearly delineate project scope and objectives • Establish detailed deliverable timelines • Define roles, responsibilities, and accountability measures |
| <p>Project Plans / Budget</p> | <ul style="list-style-type: none"> • Define environment infrastructure • Cloud landing zones, hybrid connectivity, network and security tool selection |
| <p>Discovery Findings & Assessment</p> | <ul style="list-style-type: none"> • Physical & logical discovery results • Documented business & technical requirements • Asset categorization and initial assessments |
| <p>Deployment / Adoption Plan & Pilot</p> | <ul style="list-style-type: none"> • High-level design for landing zones, hybrid connectivity, network and security tool selection • Initial adoption and migration plans with UAT process definition • Pilot virtualization design, plan, environment deployment, and initial operational enablement |
| <p>Hybrid Platform Alignment & Strategy</p> | <ul style="list-style-type: none"> • Virtualization platform technology and migration strategy • Workload to platform alignment • Architectural overview diagram |

Discovery, Assessment, Design & Planning

Overview

The City of Thief River Falls is beginning the initial planning for migration of workloads from [REDACTED]. Insight recommends an initial discovery and assessment of the existing environment to determine the best approach for migrating workloads to a new on-prem or cloud platform. The recommended approach is outlined in the scope below.

Scope or Work

- Assess existing hardware for [REDACTED] compatibility
- Provide design and hardware configuration for [REDACTED] infrastructure
- Perform discovery of workloads to identify on-prem dependencies and determine target environment (on-prem or cloud)
- Perform cost analysis of [REDACTED] cloud consumption costs
- Provide high level migration plan

Pricing

Estimated costs to perform discovery, assessment, design and planning:
\$20,000 to \$50,000



Account name: 11391707

CITY OF THIEF RIVER FALLS
 405 3RD ST E
 THIEF RIVER FALLS MN 56701-2100

SHIP-TO

CITY OF THIEF RIVER FALLS
 405 3RD ST E
 THIEF RIVER FALLS MN 56701-2100

We deliver according to the following terms:

Payment Terms : Credit Card
 Ship Via : Electronic Delivery
 Terms of Delivery : FOB DESTINATION
 Currency : USD

Quotation

Quotation Number : [0229267602](#)
 Document Date : 11-MAR-2026
 PO Number :
 PO Release :
 Sales Rep : Shawn Wood
 Email : SHAWN.WOOD@INSIGHT.COM
 Phone : 6515236161
 Sales Rep 2 : Cassandra Storment
 Email : CASSANDRA.STORMENT@INSIGHT.COM
 Phone :

This is a 3 Year quote. The Insight quote# 229267602 is required to be on the PO or referenced in the PO email for the PO to be processed. Insight will not be able to process the PO without the quote being referenced. If placing PO's annually, Insight will require POs for the out years to be placed at least 15 days prior to the renewal date. By executing this quote, Customer agrees to the below terms and annual payment schedule.

Years 2 – 3 are cancellable, subject to the [REDACTED] termination language as stated in this quote. Insight must be notified at least 15 days prior to anniversary.

**Year 1 - \$10,913.76 To be billed at time of purchase
 Year 2 - \$10,913.76 To be billed at anniversary
 Year 3 - \$10,913.76 To be billed at anniversary**

| Material | Material Description | Quantity | Unit Price | Extended Price |
|--------------------------------|---|----------|------------|----------------|
| VCF-VSP-FND-1Y | [REDACTED] - Subscription license - per Core Coverage Dates: 28-APR-2026 - 27-APR-2027 STATE OF MINNESOTA NASPO VALUEPOINT SOFTWARE VAR(# CTR060025 / 222281) | 72 | 151.58 | 10,913.76 |
| VCF-VSP-FND-1Y | [REDACTED] - Subscription license - per Core Coverage Dates: 28-APR-2027 - 27-APR-2028 STATE OF MINNESOTA NASPO VALUEPOINT SOFTWARE VAR(# CTR060025 / 222281) | 72 | 151.58 | 10,913.76 |
| VCF-VSP-FND-1Y | [REDACTED] - Subscription license - per Core Coverage Dates: 28-APR-2028 - 27-APR-2029 STATE OF MINNESOTA NASPO VALUEPOINT SOFTWARE VAR(# CTR060025 / 222281) | 72 | 151.58 | 10,913.76 |

| | |
|------------------|------------------|
| Product Subtotal | 32,741.28 |
| TAX | 2,250.96 |
| Total | 34,992.24 |

Lease & Financing options available from Insight Global Finance for your equipment & software acquisitions. Contact your Insight account executive for a quote.

Thank you for choosing Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Shawn Wood
6515236161
SHAWN.WOOD@INSIGHT.COM
Fax 4807609899

Cassandra Storment
CASSANDRA.STORMENT@INSIGHT.COM

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

This purchase is subject to Insight's online Terms of Sale unless you are purchasing under an Insight Public Sector, Inc. contract vehicle, in which case, that agreement will govern.

SOFTWARE AND CLOUD SERVICES PURCHASES: If your purchase contains any software or cloud computing offerings ("Software and Cloud Offerings"), each offering will be subject to the applicable supplier's end user license and use terms ("Supplier Terms") made available by the supplier or which can be found at the "terms-and-policies" link below. By ordering, paying for, receiving or using Software and Cloud Offerings, you agree to be bound by and accept the Supplier Terms unless you and the applicable supplier have a separate agreement which governs.

Insight's online Terms of Sale can be found at the "terms-and-policies" link below.

<https://www.insight.com/terms-and-policies>

By ordering this Insight quote, you are agreeing to the following terms:

This order is governed by the General Terms set out at www.██████████.com/company/legal/licensing.

ASSIGNMENT

Neither Party shall assign the End User Terms or any of its rights or delegate any of its duties under the End User Terms, either by operation of law, agreement, or any other process, without the prior written consent of the other Party, except that ██████████ shall have the right to assign the End User Terms or any of its rights or delegate any of its duties under the Agreement at any time to any ██████████ Affiliate(s), or to a successor in interest of all or substantially all of the business to which the End User Terms relate. Subject to the foregoing, the End User Terms will be binding upon, enforceable by, and inure to the benefit of the parties and their respective successors and assigns. Any attempted assignment in violation of this section shall be null and void. "Affiliate" shall mean any person or entity which directly or indirectly owns, controls, is controlled by, or is under common control with a party, where control is defined as owning or directing more than fifty percent (50%) of the voting equity securities or a similar ownership interest in the controlled entity.

MIGRATION

End User understands that ██████████ may migrate a previously licensed software (the "Original Product(s)") to a new software product (the "Migrated Product(s)"). It is the End User's responsibility to understand which products herein may be migrated products. Any migrated products are provided in consideration of Original Product(s) being terminated. End User shall cease using and de-install the Original Product(s) following a transition period not to exceed ninety (90) days, as of the date of receipt of the Migrated Product(s); The Migrated Product(s) are subject to the Agreement, the Specific Program Documentation (the "SPD") applicable to the ██████████ Software and Maintenance, located at Broadcom's website address at <https://www.██████████.com/licensing> and this transaction document including all financial obligations relating to the Original Product(s) which remain valid and enforceable and are applicable to the Migrated Product(s). Prior to signature of this Order, End User should ensure it understands the migration for the products licensed herein. Execution of this order shall constitute acceptance of such migration and shall also constitute a representation and warranty by End User that it has reviewed and fully understands same. Migration path for licensed products can be obtained at <https://www.██████████.com/docs/productmigration>.

SOFTWARE SUPPORT AVAILABILITY

End User understands that ██████████ may either (i) stabilize software in which no future enhancements, versions, releases, development, or service packs are planned, or (ii) the software may be end of life or a particular version is end of service in which ██████████ will no longer provide (a) operational or technical support and (b) develop and provide new enhancements, features, upgrades, service packs, and fixes for the software offering (the "Software Support Availability"). Prior to acceptance of this Order, End User should ensure it understands the support for the products licensed herein. Acceptance of this order shall constitute acceptance of such support and shall also constitute a representation and warranty by End User that it has reviewed and fully understands same. Software Support Availability for licensed products can be obtained at <https://www.██████████.com/docs/end-of-support>.

NON MAINFRAME REPORTING

Except as may be prohibited by law, for Software from the ██████████ business unit ("██████████") which is version 9 or higher, End User is required, when explicitly noted in the applicable SPD, to provide ██████████ with a regularly-scheduled verified report detailing End User's installed base and license compliance for such VCF Software using the format and process specified by ██████████ from time to time ("Compliance Report"). In order to fulfill such reporting requirements, End User must ensure that the Compliance Report files generated by the applicable VCF Software are either transmitted by the software or uploaded by End User on the schedule required in the SPD and in accordance with the product Documentation. The VCF Software Documentation and SPD set forth any impacts to the product functionality or other consequences of End User's failure to transmit or upload a timely, unaltered Compliance Report. End User assumes any and all risks associated with the loss of any and all functionality and access to updates, upgrades and patches when caused by End User's failure to provide timely, unaltered Compliance Reports.

PERSONAL DATA

End User acknowledges and agrees that [REDACTED] will process Personal Data as part of the provision of the [REDACTED] Offerings in accordance with [REDACTED] Privacy Policy located at: [https:// www.\[REDACTED\].com/company/legal/privacy](https://www.[REDACTED].com/company/legal/privacy). End User hereby authorizes [REDACTED] to make necessary transfers of Personal Data and that any [REDACTED] Affiliates and subcontractors may process such Personal Data for the purposes of providing the [REDACTED] Offering contemplated under the End User Terms. [REDACTED] complies with the provisions of the General Data Protection Regulation ("GDPR"), and/or the Swiss Federal Data Protection Act and/or other applicable local legislation, with respect to such transfers. Where [REDACTED] is a processor for End User under the GDPR, and/or the Swiss Federal Data Protection Act and/or other applicable local legislation, [REDACTED] processing shall be subject to and in accordance with [REDACTED] global Data Processing Addendum ("DPA"), including the relevant Standard Contracting Clauses ("SCC") located at: [https:// www.\[REDACTED\].com/company/legal/privacy/data-transfers](https://www.[REDACTED].com/company/legal/privacy/data-transfers) for international data transfer incorporated therein. End User has been advised that during the term of this Order [REDACTED] will collect Personal Data and process it as a Controller pursuant to the Privacy Policy and to the extent permitted by GDPR, and/or the Swiss Federal Data Protection Act and/or other applicable local legislation.



Request for Council Action

DATE: 4/21/2026

SUBJECT: Surplus Auction Items

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

MOTION TO: Declare the following items as surplus and list at auction:

- 1990 Chevrolet 1-ton Crew Cab – VIN# 1GBJV33N6LF302333
- Hurst Rescue Equipment – 1 gas pump, 1 spreader, 2 telescoping rams.

BACKGROUND: The 1990 Chevrolet truck was taken out of frontline service in 2021 and was designated to a backup/reserve status. With the purchase of the 2025 Ford F350, the 1990 Chevrolet was officially taken out of service in mid 2025.

The Hurst rescue equipment was taken out of service several years ago and kept in a reserve status. With recent updates to our extrication equipment, the Hurst tools are no longer needed.

KEY ISSUES: The listed items no longer meet current safety standards, or are outdated and no longer meet the department's needs.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Rick Beier, Fire Chief

ATTACHMENTS:

None



Request for Council Action

DATE: 4/21/2026

SUBJECT: Public Safety Aid Purchase - Wildland Pump Packs

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

MOTION TO: Approve spending \$1234.42 From the Public Safety Aid money for the purchase of six Wildland Pump Packs.

BACKGROUND: The Fire Department applied for a grant from the DNR to apply towards the purchase of twelve wildland pump packs. That grant was denied.

KEY ISSUES: Wildland backpacks are a key piece of equipment to help fight wildland fires in hard to reach terrain. The department typically keeps twelve packs in service, with the age of the existing packs (purchased in 2016), some have started to fail and need to be replaced.

FINANCIAL CONSIDERATIONS: Public Safety Aid

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Rcik Beier, Fire Chief

ATTACHMENTS:

| | |
|----|---|
| 1. | Est 4866 from Grand Forks Fire Equipment LLC 4180 |
|----|---|



City of Thief River Falls

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

PHONE: 218-681-2943
FAX: 218-681-6223
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 4/21/2026

SUBJECT: Informational Meeting – Rental Inspection Program

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

MOTION TO: Grant authorization to the Fire Chief to hold an informational meeting on May 26th at 5 pm in the council chambers at City Hall for owners, landlords, and managers of rental property in the city of Thief River Falls to explain the proposed rental program and receive input, questions, and concerns before adopting a rental ordinance.

BACKGROUND: Currently, a rental program within the city does not exist. Concerns of rental property neglect have warranted the need for an inspection program.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Rick Beier - Fire Chief

ATTACHMENTS:

None



Request for Council Action

DATE: 4/21/2026

SUBJECT: 413 Knight Ave. North

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

MOTION TO: to initiate a quiet title action regarding real property with the legal description for 413 Knight Avenue North, Thief River Falls, MN.

BACKGROUND: 413 Knight Ave. North was deemed a hazardous building and has been removed. The City retains 2/3 of ownership and will need full ownership to resale the property. The purpose of this action is to secure clarification and confirmation of the property's legal ownership and to resolve any outstanding issues pertaining to its title. Taking this action will safeguard the interests of the City and ensure the property's title is clear and undisputed.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: City Council has been budgeting for removal of hazardous buildings in account fund #100-4670-63090. A speedy resale process will ensure that funds can be returned to the account.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

None



Request for Council Action

DATE: 4/21/2026

SUBJECT: Vacate Alley on Old Sanford Hospital Property

RECOMMENDATION: It is respectfully requested that the Council consider the following Planning & Zoning Commission recommendation:

MOTION TO: adopt a resolution granting vacation of the current platted alley located on Parcel No. 2500341110 to accommodate the future development planned at this location.

LEGAL DESCRIPTION

All that part of the Alley lying south of First Street and between Lots 2, 3 and 4 of Owner’s Re-Arrangement of Blocks 61 and 62, according to the official plat of record on file in the office of the County Recorder of Pennington and the State of Minnesota, more particularly described as follows:
Beginning at the northeast corner of said Lot 3; thence North 89 degrees 59 minutes 00 seconds East, assumed bearing, along the south line of First Street, as platted in said Re-Arrangement of Blocks 61 and 62, a distance of 12.00 feet to the northwest corner of said Lot 2; thence South 00 degrees 02 minutes 16 seconds West, along the west line of said Lot 2, a distance of 59.00 feet to the southwest corner of said Lot 2; thence South 89 degrees 59 minutes 00 seconds West, along the north line of said Lot 4, a distance of 12.00 feet to the southeast corner of said Lot 3; thence North 00 degrees 02 minutes 16 seconds East, along the east line of said Lot 3, a distance of 59.00 feet to the point of beginning.

The above described parcel contains 0.02 acres, more or less, and is subject to easements, restrictions, or reservations of record, if any.

BACKGROUND: There is an alleyway platted, but never built that lies south of First Street and between Lots 2, 3 and 4 of Owner’s Re-Arrangement of Blocks 61 and 62; in order to close the land sale and accommodate the future development of the parcel, this alley needs to be vacated.

KEY ISSUES: A Public Hearing was held at the Wednesday, April 8, 2026, Planning & Zoning Commission meeting.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

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

ATTACHMENTS:

| | |
|----|---------------|
| 1. | Signed PZ App |
|----|---------------|

| | |
|----|--|
| 2. | Legal Descriptions - ALLEY VACATION |
| 3. | Certificate of Survey V-CS-2026-10096 ALLEY VACATE |
| 4. | Owner's Rearrangment of Original Townsite |
| 5. | Old Sanford Alley Vacation. Resolution2 |



Application To Planning Commission/BOZA

City of Thief River Falls
 Community Services
 405 3rd Street East – P.O. Box 528
 Thief River Falls, MN 56701
 218-681-8506

| | |
|--|---|
| <input type="checkbox"/> REZONING (Fee \$150.00) | <input type="checkbox"/> APPEALS (Fee \$150.00) |
| <input type="checkbox"/> VARIANCE (Fee \$150.00) | <input type="checkbox"/> LAND SUBDIVISION (\$300.00) |
| <input type="checkbox"/> CONDITIONAL USE PERMIT (Fee \$150.00) | <input type="checkbox"/> VACATE EASEMENT (\$300.00) |
| <input type="checkbox"/> INTERIM USE PERMIT (Fee \$150.00) | <input checked="" type="checkbox"/> VACATE ALLEY (\$300.00) |
| <input type="checkbox"/> VACATE STREET (\$300.00) | |
| Applicant | |
| Name Dan Olson | Phone # 701-234-4778 |
| Address 120 LaBree Avenue S. City Thief River Falls | State MN Zip 56701 |
| Property Owner (if different from Applicant) | |
| Name Sanford Health Network North | Phone # 701-417-2000 |
| Address 801 Broadway North City Fargo | State ND Zip 58102 |
| Approximate Location of Property | |
| Address 120 LaBree Avenue South | Legal Description Parcel No. 2500341110 |
| Present Zoning Classification C-3 Central Business District | Present Use Vacant |
| Description of Request Vacate current alley located on Parcel No. 2500341110 to accommodate the future construction planned at this location. | |

| | |
|--|------------------------------------|
| Property Owner Signature <i>(required)</i> | Date 3-16-26 |
| Applicant Signature | Date |
| Review (For office use only) | |
| Date of Publication | Date on Planning Commission Agenda |
| Action Taken By Commission: | |
| Action Taken By City Council: | |
| City Council Resolution / Ordinance Number | |
| Fee Paid | |

LEGAL DESCRIPTION

All that part of the Alley lying south of First Street and between Lots 2, 3 and 4 of Owner's Re-Arrangement of Blocks 61 and 62, according to the official plat of record on file in the office of the County Recorder of Pennington and the State of Minnesota, more particularly described as follows:

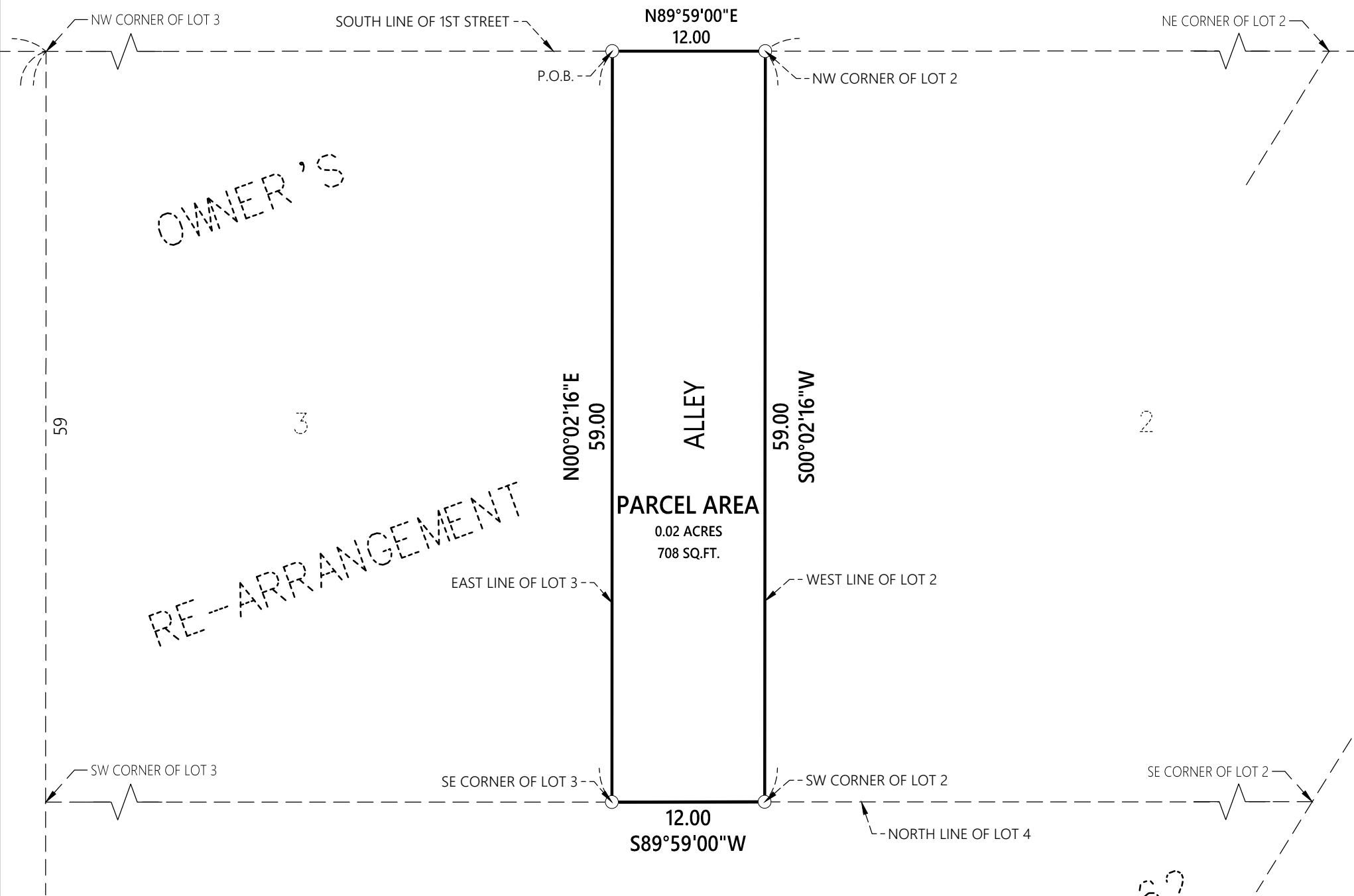
Beginning at the northeast corner of said Lot 3; thence North 89 degrees 59 minutes 00 seconds East, assumed bearing, along the south line of First Street, as platted in said Re-Arrangement of Blocks 61 and 62, a distance of 12.00 feet to the northwest corner of said Lot 2; thence South 00 degrees 02 minutes 16 seconds West, along the west line of said Lot 2, a distance of 59.00 feet to the southwest corner of said Lot 2; thence South 89 degrees 59 minutes 00 seconds West, along the north line of said Lot 4, a distance of 12.00 feet to the southeast corner of said Lot 3; thence North 00 degrees 02 minutes 16 seconds East, along the east line of said Lot 3, a distance of 59.00 feet to the point of beginning.

The above described parcel contains 0.02 acres, more or less, and is subject to easements, restrictions, or reservations of record, if any.

CERTIFICATE OF SURVEY

ALLEY WAY OF OWNER'S RE-ARRANGEMENT OF BLOCKS 61 AND 62, THIEF RIVER FALLS, PENNINGTON COUNTY, MINNESOTA.

1ST STREET



LEGAL DESCRIPTION

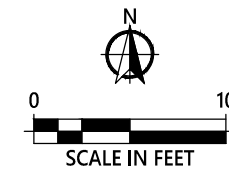
All that part of the Alley lying south of First Street and between Lots 2, 3 and 4 of Owner's Re-Arrangement of Blocks 61 and 62, according to the official plat of record on file in the office of the County Recorder of Pennington and the State of Minnesota, more particularly described as follows:

Beginning at the northeast corner of said Lot 3; thence North 89 degrees 59 minutes 00 seconds East, assumed bearing, along the south line of First Street, as platted in said Re-Arrangement of Blocks 61 and 62, a distance of 12.00 feet to the northwest corner of said Lot 2; thence South 00 degrees 02 minutes 16 seconds West, along the west line of said Lot 2, a distance of 59.00 feet to the southwest corner of said Lot 2; thence South 89 degrees 59 minutes 00 seconds West, along the north line of said Lot 4, a distance of 12.00 feet to the southeast corner of said Lot 3; thence North 00 degrees 02 minutes 16 seconds East, along the east line of said Lot 3, a distance of 59.00 feet to the point of beginning.

The above described parcel contains 0.02 acres, more or less, and is subject to easements, restrictions, or reservations of record, if any.

LEGEND

- PLATTED LOT LINE
- BOUNDARY LINE



ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE PENNINGTON COUNTY COORDINATE DATABASE; NAD83 (1996 ADJ.)

- DENOTES FOUND IRON MONUMENT
- DENOTES 5/8 INCH DIAMETER BY 18 INCH LONG IRON REBAR SET AND MARKED BY RLS #45365

OF BLOCKS 61 AND 62

© 2026 WIDSETH

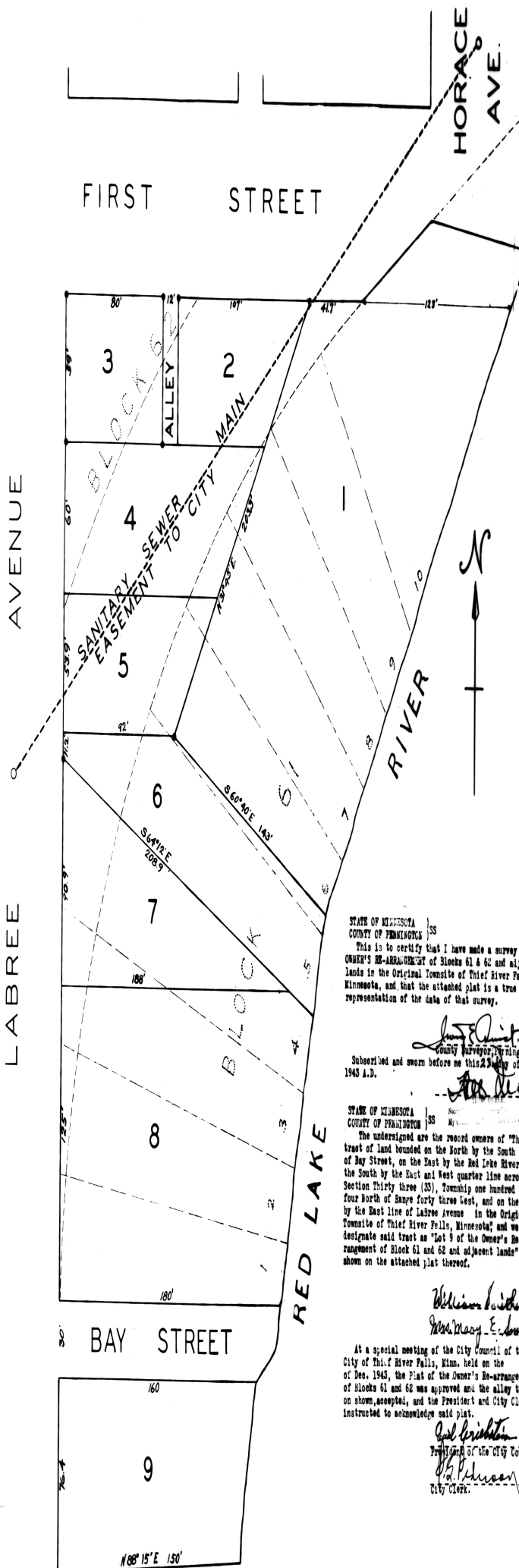
WIDSETH

ARCHITECTS ■ ENGINEERS ■ SCIENTISTS ■ SURVEYORS

| | | | | |
|-----------------------|------|-----------------|--|-----------------------|
| DRAWN BY: D.D.M. | DATE | AMENDMENT DESC. | PREPARED FOR: SANFORD HEALTH | PROJECT #: 2026-10096 |
| CHECKED BY: G.R.B. | | | I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA. | |
| | | | GARRETT R. BOROWICZ LIC. NO.: 45365 | DATE: 3/12/2026 |

OWNER'S RE-ARRANGEMENT

of BLOCKS 61 & 62 AND ADJACENT LANDS ORIGINAL TOWNSITE of THIEF RIVER FALLS, MINN.



STATE OF MINNESOTA)
COUNTY OF PENNINGTON) SS.

KNOW ALL MEN BY THESE PRESENTS, That the undersigned persons, and corporations, for and in consideration of the covenants and agreements hereinafter specified, do hereby covenant and agree with each other as parties hereto, each being a party to this a recent insofar as the boundaries affect their property; as follows:

That the attached PLAT of the Owner's Re-arrangement of Blocks 61 and 62 and other contiguous lands in the Original Townsite of Thief River Falls, Minnesota, be and hereby is declared to be the PLAT showing the boundaries thereof and the boundaries between the tracts owned by the several parties hereto, and the alley as shown is dedicated to public use forever.

NOW THEREFORE, the tract therein, consisting of a Part of Lot 6 and Lots 7, 8, 9, and 10 of said Block 61, owned by the Robertson Lumber Company, a corporation under the laws of the State of North Dakota, is stipulated and agreed to constitute Lot 1 of this, the Owner's Re-arrangement; the tract therein, consisting of Lot 5 and Part of Lot 6 of said Block 61 and part of said Block 62 and contiguous areas, owned by Edward Bratrud and Lois Bratrud, his wife, is stipulated and agreed to constitute Lots 2, 4, 5, and 6 of this, the Owner's Re-arrangement; the tract therein, consisting of part of said Block 62 and contiguous area, owned by the Christian Science Society of Thief River Falls, Minnesota, a religious corporation organized under the laws of the State of Minnesota, is stipulated and agreed to constitute Lot 3 of this, the Owner's Re-arrangement; and the tract therein consisting of Lots 1, 2, 3, and 4 of said Block 61 and contiguous area, owned by the St. Luke's Hospital Association of Thief River Falls, Minnesota, a corporation under the laws of the State of Minnesota is stipulated and agreed to constitute Lots 7 and 8 of this, the Owner's Re-arrangement. The exchange of areas between parties heretofore is acknowledged as full and sufficient consideration under the terms of this agreement, and each Grantor conveys to the Grantee, its successor, assigns or heirs, Forever, such exchanged tracts as shown on the Plat, To Have and To Hold, together with all the hereditaments and appurtenances thereto belonging or appertaining, each Grantor, for itself and its successors, assigns or heirs, does covenant with the Grantee, its successors, assigns and heirs, that it is well seized in fee of the areas thus conveyed and will

Taxes paid and transfer entered this 21st day of December 1943
A. M. [Signature]
I hereby certify that the fee on within described land exists for the year 1943 and 1944 paid
[Signature]
Deputy Register

STATE OF MINNESOTA)
COUNTY OF PENNINGTON) SS.

This is to certify that I have made a survey of the OWNER'S RE-ARRANGEMENT of Blocks 61 & 62 and adjacent lands in the Original Townsite of Thief River Falls, Minnesota, and that the attached plat is a true representation of the data of that survey.

Subscribed and sworn before me this 23rd day of Dec. 1943 A.D.
[Signature]
County Surveyor, Pennington Co.

STATE OF MINNESOTA)
COUNTY OF PENNINGTON) SS.

The undersigned are the record owners of "That tract of land bounded on the North by the South line of Bay Street, on the East by the Red Lake River, on the South by the East and West quarter line across Section Thirty Three (33), Township one hundred fifty-four North of Range forty three West, and on the West by the East line of Labree Avenue in the Original Townsite of Thief River Falls, Minnesota," and we hereby designate said tract as "Lot 9 of the Owner's Re-arrangement of Block 61 and 62 and adjacent lands" as shown on the attached plat thereof.

At a special meeting of the City Council of the City of Thief River Falls, Minn. held on the day of Dec. 1943, the Plat of the Owner's Re-arrangement of Blocks 61 and 62 and the alley thereon shown, accepted, and the President and City Clerk instructed to acknowledge said plat.
[Signature]
President of the City Council
[Signature]
City Clerk

Warrant and defend said areas in quiet and peaceable possession of the Grantee against all persons lawfully claiming or to claim, the whole or any part thereof.

IN WITNESS WHEREOF, the said parties have caused these presents to be executed this 24th day of Dec. 1943
Robertson Lumber Co.

In the Presence of
[Signatures]
Corporate Seal

STATE OF MINNESOTA)
COUNTY OF PENNINGTON) SS.

On this 24th day of December 1943 A.D. before me, a Notary Public within and for the said County, personally appeared:

Sam Robertson and R. J. Miller to me personally known, who being each by me duly sworn, did say that they are respectively the President and the Secretary of the Robertson Lumber Company named in the foregoing instrument, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by authority of its Board of Directors and they both acknowledged said instrument to be the free act and deed of said corporation.

STATE OF MINNESOTA)
COUNTY OF PENNINGTON) SS.

On this 20th day of December 1943 A.D. before me a Notary Public within and for the said County, personally appeared Edward Bratrud and Lois Bratrud, his wife, to me personally known, who being each by me duly sworn, subscribed to the above instrument and acknowledged that they signed, sealed and delivered it as their free and voluntary act.

STATE OF MINNESOTA)
COUNTY OF PENNINGTON) SS.

On this 27th day of December 1943, A.D. before me a Notary Public within and for the said County, personally appeared Susan Strahm and Fred Laska to me personally known, who being each sworn, did say that they are the duly chosen Trustees of the Christian Science Society of Thief River Falls, Minnesota, named in the foregoing instrument, and that said instrument was signed and sealed in its behalf by authority vested in said Trustees, and they both acknowledged said instrument to be the free act and deed of said Society.

A. F. [Signature]
Notary Public, Pennington Co., Minn.
My Commission Expires June 3, 1946

CITY OF THIEF RIVER FALLS

RESOLUTION # _____

RESOLUTION APPROVING A VACATION OF AN ALLEY WHICH LIES IN LOTS 2, 3, AND 4 OF OWNER’S REARRANGEMENT OF BLOCKS 61 AND 62

WHEREAS, The City Council of Thief River Falls, MN, after appropriate notice, has determined to vacate all that part of the Alley lying south of First Street and between Lots 2, 3 and 4 of Owner’s Re-Arrangement of Blocks 61 and 62, according to the official plat of record on file in the office of the County Recorder of Pennington and the State of Minnesota, more particularly described as follows:

Beginning at the northeast corner of said Lot 3; thence North 89 degrees 59 minutes 00 seconds East, assumed bearing, along the south line of First Street, as platted in said Re-Arrangement of Blocks 61 and 62, a distance of 12.00 feet to the northwest corner of said Lot 2; thence South 00 degrees 02 minutes 16 seconds West, along the west line of said Lot 2, a distance of 59.00 feet to the southwest corner of said Lot 2; thence South 89 degrees 59 minutes 00 seconds West, along the north line of said Lot 4, a distance of 12.00 feet to the southeast corner of said Lot 3; thence North 00 degrees 02 minutes 16 seconds East, along the east line of said Lot 3, a distance of 59.00 feet to the point of beginning.

The above-described parcel contains 0.02 acres, more or less, and is subject to easements, restrictions, or reservations of record, if any.

AND WHEREAS, after complying with appropriate public notice, posting and notice to affected property owners, a public hearing was held on April 8, 2026 before the City Planning Commission at the City Council Chambers, City Hall, 405 Third Street East, Thief River Falls, MN 56701, and all persons interested were given an opportunity to be heard;

AND WHEREAS, it appears that it will be in the best interest of the City to vacate such alley;

AND WHEREAS, a majority of the members of the City Council voted and concur in this resolution;

NOW, THEREFORE, BE IT RESOLVED, that the alley which lies south of First street and between Lots 2, 3 and 4 of Owner’s Re-Arrangement of Blocks 61 and 62, according to the official plat of record on file in the office of the County Recorder of Pennington and the State of Minnesota, more particularly described as follows:

Beginning at the northeast corner of said Lot 3; thence North 89 degrees 59 minutes 00 seconds East, assumed bearing, along the south line of First Street, as platted in said Re-Arrangement of Blocks 61 and 62, a distance of 12.00 feet to the northwest corner of said Lot 2; thence South 00 degrees 02 minutes 16 seconds West, along the west line of said Lot 2, a distance of 59.00 feet to the southwest corner of said Lot 2; thence South 89 degrees 59 minutes 00 seconds West, along the north line of said Lot 4, a distance of 12.00 feet to the southeast corner of said Lot 3; thence North 00 degrees 02 minutes 16 seconds East, along the east line of said Lot 3, a distance of 59.00 feet to the point of beginning, is hereby vacated.

Adopted by the Thief River Falls City Council this 21st day of April, 2026.

Approved:

Michael Lorensen, Mayor

Attest:

Angela Philipp, City Administrator



Request for Council Action

DATE: 4/21/2026

SUBJECT: MOU with Public Library

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

MOTION TO: approve a Memo of Understanding with the Public Library that establishes the division of responsibilities between the City of Thief River Falls (“City”) and the Thief River Falls Public Library (“Library”) with respect to building services, maintenance, furnishings, and facility operations.

BACKGROUND: With changes to staff over the years at both the city and public library, there was some debate on who was responsible for what duties at the Public Library facility. The Northwest Regional Library Agreement conveys some of those responsibilities and duties, this MOU looks to define those in more detail.

KEY ISSUES: There was a need to clarify the duties and responsibilities between the city and library staff with respect to building services, maintenance, furnishings, and facility operations.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

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

ATTACHMENTS:

| | |
|----|---------------------------------|
| 1. | 042126 MOU.revised |
| 2. | Library Cleaning Duties.revised |
| 3. | 1990 Library Contract |

Memorandum of Understanding

Between the City of Thief River Falls and the Thief River Falls Public Library

Purpose

This Memorandum of Understanding (MOU) establishes the division of responsibilities between the City of Thief River Falls (“City”) and the Thief River Falls Public Library (“Library”) with respect to building services, maintenance, furnishings, and facility operations.

The intent of this document is to clarify those responsibilities as set forth in the Northwest Regional Library Agreement adopted by the participating Counties and by the City of Thief River Falls via Resolution No. 12-350-90 approved at the December 27, 1990, regular meeting of the City of Thief River Falls’ City Council.

Per Article IV – OTHER PROVISIONS #2: All Cities which have public libraries administered as part of the regional library system shall retain title to the public library facilities, and shall pay all costs of maintenance of said facilities, including, but not limited to, construction, repairs, lawn upkeep, janitorial services, utilities, furniture, building insurance and liability insurance. The joint library board may accept responsibility for telephone service, library materials, supplies, library equipment and insurance on regional library system holdings.

1. Responsibilities of the City

The City agrees to:

1. Provide and maintain the Library building, grounds, and major structural systems (roof, HVAC, plumbing, electrical, etc.).
 2. Cover the costs of utilities, including electricity, water, sewer, gas, and waste removal.
 3. Provide janitorial services in accordance with the attached Cleaning Duties documents.
 4. Maintain the exterior grounds, including snow removal, lawn care, and exterior lighting. Snow removal from entryway sidewalks before hours is City responsibility. City is also responsible for snow removal of parking lot throughout the day.
 5. Fund capital improvements and major facility repairs as as City-approved and necessary to preserve the building in safe and usable condition.
 6. Provide furnishings or equipment purchased as part of City-approved capital projects or as otherwise agreed upon.
-

2. Responsibilities of the Public Library

The Library agrees to:

1. Manage and operate library services, programs, and staff in accordance with Library Board policies and applicable laws.
 2. Maintain all Library-owned furnishings, equipment, technology, and collections.
 3. Coordinate with the City on requests for major repairs, replacements, or facility improvements to ensure adequate budgeting.
 4. Ensure that Library staff and patrons comply with facility use policies, including appropriate care of furnishings and fixtures.
 5. Library staff are responsible for cleaning up after their activities and treating and cleaning any spills/potential stains to carpet and furniture.
 6. Library staff is responsible for dusting furniture, bookshelves, etc.
 7. Snow removal and deicing of entrance sidewalks/steps during business hours is library staff's responsibility.
-

3. Shared Responsibilities

Both parties agree to:

1. Communicate promptly regarding maintenance issues, safety concerns, or facility needs.
 2. Collaborate on annual reviews of building conditions and cleaning services.
 3. Work jointly to secure funding or grants for major facility upgrades or special projects.
-

4. Term and Review

This MOU shall remain in effect until amended or terminated by mutual agreement of the City and Library Board. The agreement will be for a five (5) year term.

5. Signatures

For the City of Thief River Falls, MN

_____ Date: _____
Mayor

_____ Date: _____
City Administrator

For the Thief River Falls Public Library

_____ Date: _____
Library Board Chair

_____ Date: _____
Library Director

City Library Cleaning Duties

Gov't. Bldg's Cell Phone: 684-1836 – Roy, or Public Works Dept. @ 681-8506
Weekends, or After Hour Emergencies – Richard Cell# 218-684-2276

Gov't. Bldg. Maintenance: Library (2-2½ Hrs/Day)

NOTE: Library opens at 9:00 a.m. so try to be done prior to open)

DAILY:

- Pick up garbage in facility (replace trash bags when needed)
- Vacuum entire facility
- Sweep front entryway, bathrooms, break room, back library work area & maintenance room.
- Clean bathrooms (supplies located in cabinets in maintenance room)
- Fill toilet paper, paper towels and soap as needed
- Mop: front entry way, bathrooms, break room and back room
- During winter check to be sure gas and electric heat for facility/garage is on
- Check HVAC operation to ensure furnace, or A/C is working properly

PERFORM ANY ADDITIONAL MAINTENANCE TO FACILITY AS NEEDED:

- Sweep or use leaf blower to clear side walks around exterior of facility
- Clean exterior windows – Spring and Fall
- Set thermostats for heating and cooling seasons
- Weed landscaping
- Replace Lightbulbs in interior and exterior lights
- 1st of month check "EMERGENCY" lighting and fire extinguishers and annotate monthly log in maintenance cabinet
- Change filters as needed.
- Shampoo Carpets Spring and Fall. Hire professional cleaners as needed.
- **Winter Priority:** Shovel snow, chip ice, and apply ice melt on sidewalks that are City responsibility.

RESOLUTION NO. 12-350-90

At an adjourned regular meeting of the City Council held on December 27, 1990, Alderman Murphy, seconded by Alderman Liden, introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING AND DIRECTING MAYOR AND CITY CLERK
TO EXECUTE AGREEMENT BETWEEN CITY AND NORTHWEST REGIONAL LIBRARY

WHEREAS, the City has been requested by members of the Northwest Regional Library Board to revise the 1980 Library Agreement; and,


WHEREAS, representatives of the local library board met with the Finance Committee of the City Council on April 20, 1990, to review the proposed agreement and the Finance Committee has recommended approval of the document.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Thief River Falls, Minnesota, to approve the document and authorize and direct the Mayor and City Clerk to execute said agreement which will take effect in 1991.

ROLL CALL

| | |
|----------------------|---|
| Aldermen Voting Aye: | Reeve, Wennberg, Murphy, Liden, Barron, and Mayor Carlson |
| Aldermen Voting Nay: | None |
| Absent: | Burstad and Womack |

RESOLUTION DECLARED PASSED



Mayor and President of the Council

Attest: 
City Clerk

NORTHWEST REGIONAL LIBRARY AGREEMENT

WHEREAS, we the undersigned have each officially acted to establish public library services in our respective cities and counties and provide for the financial support for such service; and

WHEREAS, it is the mutual desire to strengthen and improve public library service for said cities and counties; and

WHEREAS, it appears advantageous to accomplish this in a practical and economical manner through the operation of the public library services in said cities and counties jointly; and

WHEREAS, legal authority for the joint operation of such public library services is provided for in Minnesota Statutes, Sections 134.20 and 471.59.

NOW THEREFORE, We the undersigned do hereby enter into the following Agreement with the full intent of establishing, strengthening, and improving public library services in all the areas to which we are responsible.

ARTICLE I

PURPOSE

It is the purpose of this Agreement to establish, strengthen and improve public library services in said cities and counties by operating a regional public library system, and combining its operations with such existing public libraries as may wish to join.

THE JOINT LIBRARY BOARD OF TRUSTEES

1. For the purposes of governing the joint library services there shall be created a library board to govern the library services as a single library system, to be known as the Northwest Regional Library.

MEMBERSHIP

2. The Board of Commissioners of each participating county shall appoint one trustee which may be a member of the Board of Commissioners. The City Council of each participating city shall appoint one trustee who may be a member of the city library board if there is one. In addition each Board of County Commissioners and each City Council shall appoint one additional member for each 6,000 population or major percentage (85%) thereof. No county shall have more than four representatives to the Northwest Regional Library Board of Trustees.

BOARD MEMBERSHIP

| | | |
|----|-------------------|---------|
| 3. | | Members |
| | Pennington County | 4 |
| | Roseau County | 4 |
| | Marshall County | 4 |
| | Red Lake County | 2 |
| | Kittson County | 2 |

TERMS OF OFFICE

5. The terms of office for trustees shall be for three years. The terms of the initial appointees are staggered, with the intent that no more than 1/3 of the members be new appointees in any one year. No appointee may serve more than two consecutive full terms. The terms begin on January 2. Trustees shall serve until their successors are appointed and qualified. If a member moves outside the service area, a temporary appointment shall be made by the council/commissioners until a permanent member is appointed. A former trustee can be appointed after a lapse of one three-year term.

AUTHORITY

6. Said library board has the powers as specified in Minnesota Statutes, Section 134.20 or as amended, and as one board administers the library service as a single library system. Said board shall function according to currently approved by-laws.

LOCAL BOARDS

7. Local library boards are, pursuant to city charters and law, encouraged to continue to function, consistent with law and terms of this agreement. Local boards and Friends groups are encouraged to advise the joint library board on matters affecting their local libraries and to work for full cooperation and coordination of services within the regional public library system. Local boards are encouraged to nominate one of their members for appointment to the NWRL Board of Trustees.
8. No provision in this agreement shall be deemed to limit the right of members cities or counties of their local library boards to control their local library funds and to accept, hold, manage, and properly dispose of property given, granted, conveyed, donated, devised or bequeathed to, or otherwise acquired by them in accordance with Minnesota Statute, Sections 134.14 and 134.15. Funds appropriated to the Northwest Regional Library shall be controlled by the NWRL Board of Trustees. These funds will be used to operate local library services, whereas local funds may be used for the local library building or hardware, software, materials and programs which are outside the NWRL budget.

ARTICLE II

FINANCING AND DISBURSEMENT OF FUNDS:

1. The Treasurer and Director of the joint library board shall keep due and strict accounting of all monies received and disbursed by the regional public library system. There shall be an annual audit of all receipts and disbursements.

BUDGET

2. The Board of Trustees shall adopt an annual operating budget which shall be maintained as a single budget. The budget shall be determined by annual consultations between members of the joint library board and representatives of counties and cities which are signatories to this agreement. These representatives will present the proposed budget to their respective County Board of Commissioners and City Council. Local representatives will meet jointly to decide the appropriation of the budget within the respective counties. The local representatives will send the budget to the joint library board. The joint library board shall coordinate the final budget.

PAYMENTS OF COUNTIES AND CITIES

3. An allocation required to implement said budget shall be authorized by each member county and city. The minimum appropriation to be provided by each county and city should be no less than the dollar amount it provided the preceding year. Authorization of funds shall meet the minimum state-federal requirements for receiving state-federal grants to regional libraries.
4. Should any member city or county approve a lower appropriation than its share of the budget, library service to that area will be reduced accordingly. To the extent allowable by the state and federal governments, any amount appropriated for capital expenditures shall not be included in the appropriation amount which must be maintained in the succeeding year.
5. Each party's appropriation shall be paid in two installments per year to the Northwest Regional Library headquarters on, or before, July 20 and November 15.

EXPENDITURES

6. All operating expenses of the regional public library system shall be proper charges, including, but not limited to, salaries and wages of personnel, purchase of print and non-print library materials, supplies, postage, communications, vehicle expense, travel, programs and contractual expenses, and they shall be charged against and paid out of the Joint Library Fund.
7. Disbursements shall be made on a check warrant. All such disbursements shall be first approved by the joint library board, except that the payment of all wages and salaries of regularly retained personnel shall be paid bi-weekly after the joint library board has duly adopted a resolution authorizing the same and fixing the amount of said salary and wages.
8. The joint library board may determine a reasonable amount to be set up on the books of account of the library board, and kept in a separate fund, as depreciation for replacement of bookmobiles and other equipment.
9. Any further rules and regulations concerning financing and disbursements of funds may be adopted by the joint library board by resolution, not inconsistent herewith.

ARTICLE III

SERVICES

1. The Northwest Regional Library will provide library services to participating cities and counties to the extent possible from local, state and federal funds.
2. The services may include, but are not limited to, the following: staffing, materials, bookmobile service, interlibrary loan and reference service, health, life, officers and directors liability, contents, and worker's compensation insurance, equipment, telephone service, delivery of materials, and publicity and printing services.
3. All services are to be administered by a centralized staff to include hiring, training, supervising and evaluating staff; purchasing, cataloging and processing of library materials; scheduling of Bookmobile service; processing all interlibrary loan and reference requests, as well as requests for 16mm films, videocassettes, and other media; preparing statistical reports, policies and grants as required by local, state and federal governments; preparing an annual budget for review by funding bodies, and all other duties required to maintain a viable library system.

ARTICLE IV

PROVISION FOR WITHDRAWAL FROM AGREEMENT

1. This agreement shall continue in force until rescinded by action of its parties. Any city may withdraw from it under any of the following provisions without affecting the total agreement.

By giving notice in writing to the other parties at least six (6) months prior to the effective date of the withdrawal, provided that the withdrawal is not effective prior to January 1st of the following year.
2. Should any city fail to comply with the minimum state and federal requirements for securing state and federal grants, said city shall give notice in writing to the other parties at least six (6) months in advance and that notification will be regarded as voluntary withdrawal from the Agreement.
3. In the event of termination or withdrawal, each city will retain title to assets held at the time of its original entry into the regional public library system and all assets it subsequently acquired by gift or by bequest or by purchase with funds not administered by the joint library board. All other assets shall be divided among the parties on the basis of each party's respective proportion of the financial support provided by its respective library funds, if said parties continue to support and operate public library service.

OTHER PROVISIONS

1. The joint library board, and its personnel hired to administer and operate the public library service herein provided for, shall be responsible to see that all areas shall receive their full and due share of attention and service, and that the public library service shall be organized and administered in a manner which qualifies said library to receive state and federal funds.
2. All cities which have public libraries administered as part of the regional library system shall retain title to the public library facilities, and shall pay all costs of maintenance of said facilities, including, but not limited to, construction, repairs, lawn upkeep, janitorial services, utilities, furniture, building insurance and liability insurance. The joint library board may accept responsibility for telephone service, library materials, supplies, library equipment and insurance on regional library system holdings.

ARTICLE V

EFFECTIVE DATE AND DURATION

1. This agreement shall become effective on January 1, 1991 and shall supercede the agreement dated January 1, 1981.
2. Amendments to this agreement may be proposed by the joint library board and shall become effective upon ratification by all member counties and cities.
3. This agreement shall be executed by the appropriate officials in each member county and city.

In WITNESS WHEREOF, this AGREEMENT has been executed by the parties listed below on the dates indicated.

Randal Larson
Chairperson
HT Chason
Mayor

KITTSOON COUNTY

Ray Johnson
Auditor
Shirley Hill
Clerk

8/21/90
Date
9/10/90
Date

Delroy Larson
Chairperson
Ray St. Engh
Mayor

MARSHALL COUNTY

Ray Johnson
Auditor
John A. O'Neill
Clerk

12-4-90
Date
8-28-90
Date

Donald W. Grabanski
Chairperson
Bob Gibson
Mayor

PENNINGTON COUNTY

Kenneth Clark
Auditor
Arnold A. Magnus
Clerk

8-28-90
Date
12/19/90
Date

Russell Heatwole
Chairperson

Mayor

RED LAKE COUNTY

Gene Gunkel
Auditor

Clerk

8/27/90
Date

Date

John Gunkel
Chairperson
Heidi Rose
Greenbush Mayor
Jim Pyle
Roseau Mayor
Jay Christensen
Warroad Mayor

ROSEAU COUNTY

Anne H. Brantley
Auditor
Richard Anderson
Clerk
Ken Olson
Roseau Clerk
Odette
Warroad Clerk

8-28-90
Date
9-11-90
Date
9/26/90
Date
8-27-90
Date



Request for Council Action

DATE: 4/21/2026

SUBJECT: Facility Condition Assessment

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

MOTION TO: approve hiring Kraus-Anderson to conduct a Facility Condition Assessment on the historic Depot building and the historic Carnegie Library at a cost of \$9,700.

BACKGROUND: The city needs a good Capital Improvement Plan in place to repair and maintain these two buildings that are on the National Register of Historic Places. This is evident from the major repair work that is required to repair and replace HVAC, Windows and roof failures currently occurring. This process will look at all external structures, interior structures, mechanical and electrical components to identify deficiencies, remaining service life of all components of the facilities, develop a current deferred maintenance needs, develop a long-term facility maintenance plan and provide prioritization of the current needs, and provide a Facility Condition Index (FCI) rating for the facilities to assist in strategic decisions on future needs for the facilities. Three quotes for services were acquired with Kraus-Anderson, the low bidder. A Facility Conditions Assessment is needed to apply for any grants that may assist us in covering the cost of replacement for our various systems.

KEY ISSUES: • A Facility Conditions Assessment is needed to apply for any grants that may assist us in covering the cost of replacement for our various systems.
• The Facility Conditions Assessment will provide a clear timeline for estimated life span of Mechanical, electrical and structural components of the building and allow for better budgeting to prepare for these expenses before they become a “must do” as we have no other choices.

FINANCIAL CONSIDERATIONS: The Economic & Community Development Director has applied for grants to cover the cost of conducting the Facility Condition Assessments on both the Depot and Carnegie. If not successful, the funds will come from the building fund.

LEGAL CONSIDERATION:

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

ATTACHMENTS:

| | |
|----|--|
| 1. | Kraus Anderson - City of Thief River Falls Depot and Carnegie FCA Proposal |
|----|--|



MINNESOTA

Facility Condition Assessment Proposal for City of Thief River Falls: Depot/City Hall & Carnegie

December 12, 2025

OBJECTIVE

Kraus-Anderson has been requested to provide a Facility Condition Assessment proposal for the City of Thief River Falls. This process is an integral part of the study that will identify deficiencies, remaining service life of all components of the facilities, develop a current deferred maintenance needs, develop a long-term facility maintenance plan and provide prioritization of the current needs, and provide a Facility Condition Index (FCI) rating for the facilities to assist in strategic decisions on future needs for the facilities.

The assessment will be provided on a digital platform and allow the city to keep the information on work completed, updated and refreshed, and live. The final deliverable will help the staff understand the current status of the facilities, prioritize immediate needs, and provide a long-term facility maintenance plan. This plan can be presented to the city's key stakeholders, council, and acceptable for public review for full understanding of the city's upcoming needs.

The FCA will provide the city with the ability to make strategic decisions on the future needs of the facility and level of investment required.

SCOPE OF WORK

The Kraus-Anderson Facility Assessment team is pleased to submit our proposal to assist the City of Thief River Falls with providing a comprehensive Facility Condition Assessment. The FCA will be inclusive of the following facilities:

| Facility Name | Approx. Total SF |
|----------------------|-------------------------|
| Depot/City Hall | 19,200 |
| Carnegie | 5,344 |

Facilities Condition Assessment

Kraus-Anderson's Facility Condition Assessments will provide the City of Thief River Falls with a full inventory of current and anticipated deferred maintenance and an approximation of costs for each line-item deferred maintenance identified. Our comprehensive review of the facilities includes the following:

- Complete site interviews of key facility personnel currently managing and maintaining the facility- gather all pertinent information regarding the facilities and surrounding property.
- Onsite visit: Complete a non-destructive visual inspection, a high-level site visits to review the property and existing building systems conditions inclusive of the following divisions:
 - *02- Site Work*: Site lighting, transformer, parking lots/structures, stormwater, curb, green space, etc.
 - *03- Building Structure*: Non-engineering review of structure- identify points of concern
 - *04- Foundation/Slab-on-Grade*: Basements, loading docks, slabs, etc.
 - *05- Exterior Enclosure*: Façades, exterior walls, exterior doors, windows, building penetrations
 - *06- Roofs*: Roof review, roof drainage, flashing, coping, etc.
 - *07- Interior Construction*: Phased replacement budgeting only
 - *08- FF&E*: Phase replacement budgeting only
 - *09- Special Construction*: Ice equipment areas, etc.
 - *10- Conveyance*: Elevators, escalators, chair lifts, etc.
 - *11- Fire Protection*: Protection, detection, panels
 - *12- Plumbing Systems*: Water Heaters, softeners, sumps, sewers, med gas, etc.
 - *13- HVAC*: Heating, Ventilation, cooling, boilers, AHUs, etc.
 - *14- Controls*: DDC, Pneumatic, Lighting
 - *15- Electrical*: Switchgear, Generators, ATS, lighting
 - *16- A/V*: Provided by the City of Thief River Falls

- *17- Technology, Electronic Safety/Security:* Provided by the City of Thief River Falls
- Identify all deferred maintenance and upcoming facility expenditures and digitize the findings into a consolidated and detailed report.
- Itemizes and prioritizes deferred maintenance and facility expenditure items and develops a comprehensive deferred maintenance list for the facilities.
- Identify cost estimates associated with either repair, replacement, or upgrades that coincide with each identified depreciable asset item that will either be a deferred maintenance item or upcoming facility expenditure.
- Analyze and consolidate cost estimate information and provide summary cost information on a 10-year plan basis (assessment will include items beyond the 10-year summary)
- Present and review itemized FCA and list of prioritization recommendations and review with key facility personnel and decision makers.
- Develop assessment report content.
- Present and review assessment report and FCA with the City of Thief River Falls and/or various departments
- Modify/update final facilities condition assessment report based on the City of Thief River Falls' input and prioritization direction.

In addition, Kraus-Anderson will provide high-level analysis and recommendations for the potential identification of harmful materials and possible indoor air-quality concerns. Detailed testing will need to be verified by third-party consultants (not included in this initial phase).

PROJECT APPROACH & WORK PLAN

Kraus-Anderson's Facility Assessment Service follows a detailed delivery assurance process to maintain the quality of the Facility Condition Assessments provided for our customers. Independent of the amount of information available, our team will provide a comprehensive review of the facilities and property, organize the gathered information and previously, and present the results of the facility condition assessment. All information will be digitized and consolidated into an online accessible portal. All information will be easily accessible and available for download.

Define Phase (Project initiation)

- Project proposal development and understanding of client goals and objectives.
- Project Award and Setup
- Internal Kickoff Meeting
- External Kickoff Meeting
 - Introduce team members.
 - Identify key stakeholders.
 - Identify and gather existing key documentation of the site that has not been provided.
 - Review proposed timelines and project schedule.

Collect Phase

- Site observation and walk-throughs (digitally documenting site walk-through)
- Review existing documentation.
- Interview with key personnel and stakeholders– identify key site dates, information about the site, critical information, anecdotal information that may be useful to understanding the status of equipment/materials/condition, transfer of knowledge.
- Complete inventory of all reviewed systems and assets
- Digitize information gathered from site interviews, walk-throughs, site visits, etc.

Develop Phase

- Development of comprehensive facility expenditures and deferred maintenance list on a 10-year basis
- Prioritize facility maintenance needs, energy efficiency, code compliance, and ADA issues identified.
- Estimate costs associated with facility improvements and upcoming expenditures.
- Develop phasing considerations for various projects that should be completed simultaneously or in conjunction.
- Incorporate previously completed assessments and estimated costs and confirm pricing for those items.

Refine Phase

- Collaboratively work with the owner through:
 - Concepts for facility maintenance items, site improvements, and remediation concepts
 - Iterative prioritization process and criticality of items
 - Potential costs savings for completing projects simultaneously.
 - Full understanding of remediation of costs
 - Presentation of data to executive committees
- Identify and understand the results of the data via the Facility Condition Index (FCI) measurement of the reviewed properties.

Present Phase

- Provide an executive summary of findings and ownership recommendations.
- Provide concepts and prioritization of remediation items.
- Provide estimation consolidate budgets on a 10-year plan, inclusive of cost escalation/inflation.
- Provide a full digitized package of site plans, concepts, results, estimates, a 10-year plan, and a final report.

PROJECT DELIVERABLES

At the conclusion of the project, the City of Thief River Falls will be presented with access to KA's portal, inclusive of the following:

| Name | Description |
|-----------------------|---|
| Executive report | Summary of the key findings from site visits, including client personnel interviewed |
| Digitized Site Report | Report of facility information, site walk-through, and deferred maintenance findings and site photography, including exterior drone photography |
| KA FCA Dashboard | Detailed 10-year plan which includes the following items, prioritize and categorize by condition, criticality, replacement timing, resolution, and funding mechanisms including the following: <ul style="list-style-type: none"> • Capital and deferred maintenance/facility deficiency items identified. • Project identification and phasing considerations • Equipment and Materials lifetime expectancy • ADA/Code Compliance considerations • Safety and security considerations • Energy efficiency considerations |

| | |
|----------------------------|--|
| | <ul style="list-style-type: none"> • Cost estimates based upon real-time market data from KA's current construction cost database. |
| Facility Condition Index | Following the IFMA standard for Facility measurement, the FCI score informs clients on the status of their overall facility and assists with strategy on level of investment required moving forward. |
| Site Interview Information | Document the anecdotal information available about the various facilities, document timeframes and phasing of the building, and current issues the facility teams are dealing with regarding the facility. |
| Meetings and Agendas | Inclusive of the kickoff meeting agenda and other regular meetings where information is gathered. |

*Deliverables will be provided via Kraus-Anderson's online portal and accessible and downloadable for up to one (1) year from date of initiation of project.

SCHEDULE

Based upon the scope of services, we anticipate an FCA for the proposed facilities to require 3-4 Weeks from the date of the initial kickoff meeting.

FEE

We propose to furnish all labor, material, Workers' Compensation, all liability insurance, and to pay all state, federal and local taxes to provide this assessment for a lump sum fee of the following: **\$9,700.**

EXCLUSIONS

The following is a list of exclusions, not included in the scope of services.

- Bulk printing of reports and findings

CLIENT RESPONSIBILITIES

To deliver a successful project, the Client agrees to provide the following information in order to support this engagement.

- Designate a single point of contact (SPOC) who will be responsible for:
 - Identify, schedule, and confirm availability of Client subject matter experts, facilities staff, end-users, and management for onsite interviews and meetings.
 - Provide access to the facility as needed.
- Provide documentation as needed throughout the project, such as drawings, diagrams, inventories, current cost data, and various reports.
- Ensure client interviews and review meetings are attended to avoid project delays and costs.
- Provide information, decisions, and approvals within three (3) working days of the request or otherwise agreed upon.

ACCEPTANCE

This proposal will be deemed accepted as the Work Order for the project upon receipt of a signed original or copy thereof. If this proposal correctly states our agreement, please sign below:

In witness whereof, the parties hereto have caused their duly authorized representatives to enter into this agreement effective as of the date set forth below.

CITY OF THIEF RIVER FALLS

KRAUS-ANDERSON

By: _____

By: _____

Date: / /

Date: / /

PROJECT ASSUMPTIONS

- The purpose of this project is to define current facilities conditions, provide framework for space planning efforts and strategy, not to execute the strategy. The actual execution is expected to be a follow-on engagement to be discussed upon the presentation of the strategy and approval by the Client.
- The scope of work was proposed solely to meet the needs of KA's Client.
- KA's evaluations and opinions of cost estimates are only as of the date the walk-through performed, documentation reviewed, and interviews conducted. KA does not guarantee any cost estimates provided as part of the facilities assessment.
- Conditions at a property and the estimated costs to remedy them can change significantly over a relatively short period of time due to levels of maintenance, wear, and tear, acts of nature and other factors.
- KA shall not be liable for any unintended usage of this report by another party.
- No facility assessment can wholly eliminate uncertainty regarding the potential for physical deficiencies and the performance of a property's building.
- There is an inherent subjective nature of opinions as to such issues as original workmanship, quality of original installation, and estimating the remaining useful life of any given component or system.
- KA's facility assessment was designed to reduce, but not eliminate the uncertainty regarding the potential for component or system failure, within reasonable limits of time and cost, and no warranty is expressed or implied regarding the design, operation or safety of any building system or component by KA's performance of the facility assessment.
- The facility assessment is intended to be a non-intrusive assessment.
- No destructive testing will be completed and concealed areas, such as inside, plenums, behind walls or within machinery, were not accessed (unless specifically noted)
- KA makes no representations regarding exterior insulation and finishing systems (EIFS), curtain walls or other building skin conditions that would not be readily observable and, therefore, outside the scope of this assignment (unless specifically included).
- The facility assessment does not constitute a design, regulatory or code compliance audit of the building systems that may be present at the Property.
- KA is not performing the facilities assessment in the capacity of a design professional. Where any changes or repairs to existing building systems are contemplated, Client agrees to retain the services of a licensed design professional to evaluate/design any such changes or repairs.
- KA's fee for the facilities assessment includes a reasonable allowance for risk. Client agrees that KA's aggregate liability for all claims arising from the facilities assessment will not exceed the fee paid to KA or \$50,000, whichever is greater, and Client agrees to indemnify KA from any liability in excess of such amount.
- Testing, measuring, or preparing calculations for any system or component to determine adequacy, capacity, or compliance with any standard is outside the scope of work.
- Information in this report, concerning past and current physical concerns, maintenance and replacement activities, and condition of spaces not observed or viewable, is from sources deemed to be reliable, including, but not limited to interviews with property owners, operators and tenants, interviews with municipal agencies and vendors; however, no representation or warranty is made as to the accuracy thereof.
- KA will have no ongoing obligation to obtain and include information that was not reasonably ascertainable, practically reviewable or provided to KA in a reasonable timeframe to formulate an opinion and complete the assessment by the agreed upon due date.

- While the general environmental setting of the property is described, this assessment is not intended to be a formal flood plain or wetland determination, and no warranty with respect thereto is expressed or implied.
- Any fungi or mold reference included in the final report does not constitute a professional mold inspection and is not based upon any sampling, testing and/or abatement.
- KA merely notes the visual presence or absence of fungi or mold while in the course of preparing this report.



Request for Council Action

DATE: 4/21/2026

SUBJECT: Elevator Sump Pump

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

MOTION TO: approve hiring Lee Plumbing & Heating at a cost of \$24,000 to install a drain and explosion proof sump pump to eliminate the water in the bottom of the elevator shaft and bring our elevator into compliance.

BACKGROUND: Water/oil in the bottom of the elevator shaft has been an ongoing issue. The Dept. of Labor & Industry Elevator Inspector was here on March 31, 2026 and issued us a citation for having water/oil in the bottom of the elevator shaft. Per ASME A17.1.8.6.4.7.4 Clean Elevator Pit – Water and oil shall not accumulate on pit floor. And we were requested to “make provisions for permanent water mitigation. Failure to make these corrections or submit a compliance plan could result in your elevator-related device being placed out of service.” To correct this issue it requires installing a drain in the elevator shaft and running it to an explosion proof sump pump located in the records storage area. That requires removing cement floors, hand digging 5-6 feet, installing the equipment and replacing the soil and cement. We requested three quotes, only two were received.

KEY ISSUES: • The elevator inspection on March 31, 2026, found water in the bottom of the elevator shaft. Per ASME A17.1.8.6.4.7.4 Clean Elevator Pit – Water and oil shall not accumulate on pit floor. The department of Labor and Industry requires repair items to be completed in 60 days, or a submission of a compliance plan with an expected date of completion. Failure to correct this issue could result in the elevator being placed out of service.

- This has been an ongoing issue.
- To correct this issue it requires installing a drain in the elevator shaft and running it to an explosion proof sump pump located in the records storage area. That requires removing cement floors, hand digging 5-6 feet, installing the equipment and replacing the soil and cement.

FINANCIAL CONSIDERATIONS: Funds will come from the Capital improvement fund.

LEGAL CONSIDERATION:

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

ATTACHMENTS:

| | |
|----|---|
| 1. | Lee Plumbing Sump Pump Estimate |
| 2. | Lee Plumbing - Zoeller Explosion Proof Pump |



Lee Plumbing & Heating Company Inc.
 1430 Main Ave N, Thief River Falls, Minnesota
 56701 United States
 (218) 681-1903

Estimate 37435334
 Estimate Date 4/8/2026

Billing Address

CITY OF THIEF RIVER FALLS
 PO BOX 528
 THIEF RIVER FLS, MN 56701 United States

Job Address

Thief River Falls Billing Office (Depot)
 403 3rd Street East
 Thief River Falls, MN 56701 USA

Description of work

Our estimate to install a sump pump and pit for the Depot elevator is for \$24,000. The following is included.

- Break up concrete
- Remove old concrete
- Dig in new 24" x 84" fiberglass basin in storage room
- Trench new drain line from elevator floor, across elevator equipment room and in storage room to new basin
- Install Zoeller explosion proof sump pump
- Install area drain in elevator pit floor
- Pipe to indirect drain installed on stack in storage room
- Backfill trench
- MN State Plumbing plan review fee
- Engineering fees

| | |
|----------------------------|--------------------|
| Sub-Total | \$24,000.00 |
| Tax | \$0.00 |
| Total Due | <u>\$24,000.00</u> |
| Deposit/Downpayment | \$0.00 |

Thank you for choosing Lee Plumbing & Heating Company Inc.
 Proudly serving Northwest MN for over 120 years.

Please remit payment to Lee Plumbing & Heating Inc., PO Box 530, Thief River Falls, MN 56701

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by Lee Plumbing & Heating Co., Inc. as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.

EXPLOSION PROOF SERIES

Commerical Effluent
and Sewage Pumps



MX4161



NX4292

Effluent or Sewage submersible pumps rated
for Class 1, Division 1, Groups C & D or Class
2, Division 1, Groups E, F & G



Features

- Durable, cast iron constructed switch case, base, motor and pump housing
- Non-clogging vortex impeller design
- Rated for Gas or Dust environments
 - Gas - Class 1, Division 1, Groups C & D and Class 1, Zone 1, Groups IIA & IIB
 - Dust - Class 2, Division 1, Groups E, F & G and Zone 20
- Industries ONLY Automatic units available
- 25' power cord with optional 50' cord available
- 3450 RPM, 60 Hz
- Double shaft seal
- 1 year limited warranty

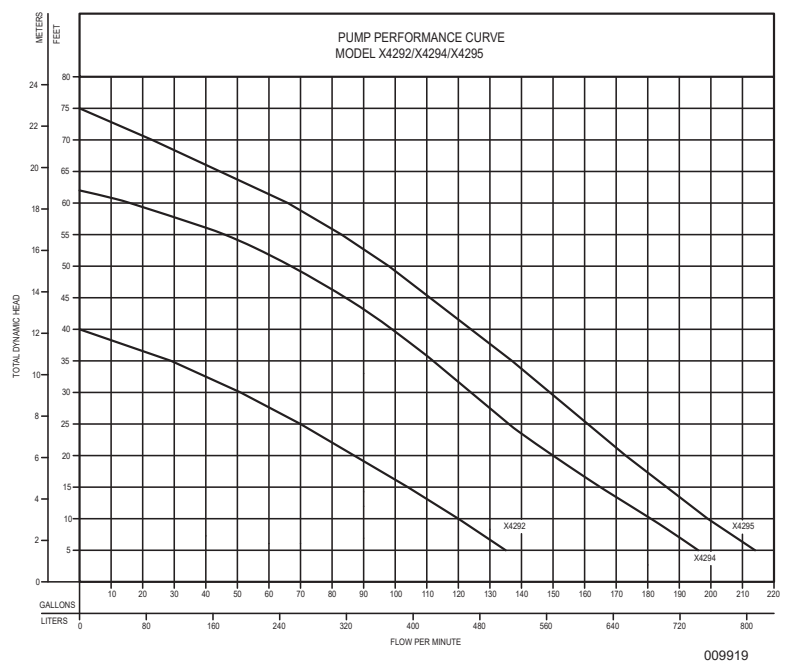
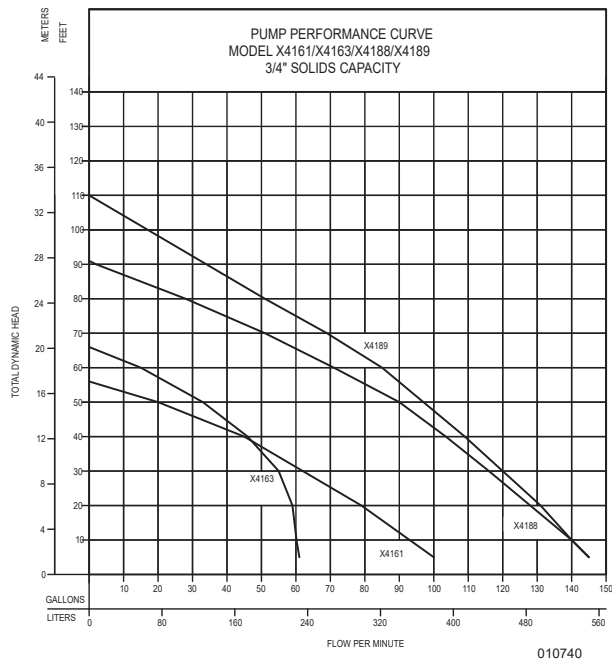
100% factory tested



Tested to Standard
UL778 and
Certified to CSA
Standard C22.2 No. 108

| Pump Models | | | | |
|-------------|-------|---------|-------|------|
| Model | HP | Voltage | Phase | FLA |
| MX4161 | 1/2 | 115 | 1 | 15.0 |
| NX4161 | 1/2 | 115 | 1 | 15.0 |
| MX4163 | 1/2 | 115 | 1 | 15.0 |
| NX4163 | 1/2 | 115 | 1 | 15.0 |
| GX4188 | 1-1/2 | 460 | 3 | 4.6 |
| GX4189 | 2 | 460 | 3 | 6.0 |
| MX4292 | 1/2 | 115 | 1 | 15.0 |
| NX4292 | 1/2 | 115 | 1 | 15.0 |
| DX4294 | 1-1/2 | 230 | 1 | 13.7 |
| EX4294 | 1-1/2 | 230 | 1 | 13.7 |
| JX4294 | 1-1/2 | 200 | 3 | 10.8 |
| GX4294 | 1-1/2 | 460 | 3 | 4.8 |
| DX4295 | 2 | 230 | 1 | 17.1 |
| EX4295 | 2 | 230 | 1 | 17.1 |
| JX4295 | 2 | 200 | 3 | 14.3 |
| FX4295 | 2 | 230 | 3 | 12.2 |
| GX4295 | 2 | 460 | 3 | 6.1 |

| Tech Data Reference | |
|---------------------|--------|
| X4160 Series | FM3516 |
| X4180 Series | FM3515 |
| X4290 Series | FM3517 |



FM3915
0824
Supersedes
NEW



All installation of controls, protection devices and wiring should be done by a qualified licensed electrician. All electrical and safety codes should be followed including the most recent National Electrical Code (NEC) and the Occupational Safety and Health Act (OSHA).



Request for Council Action

DATE: 4/21/2026

SUBJECT: Membership in Community Venture Network (CVN)

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

MOTION TO: Renew the City's agreement with The Brookshire Company, LLC for membership in the Community Venture Network (CVN) and to direct City Administrator, Angie Philipp to sign any necessary documents on behalf of the City of Thief River Falls.

BACKGROUND: This is a renewal of membership in Community Venture Network, a program of the Brookshire Company. The agreement for services signed in 2025 will automatically renew unless cancelled. Community Venture Network exists to connect rural communities with businesses searching for opportunities to expand and grow their operations. CVN researches, finds, and engages with businesses nationwide and has a proven track record for bringing economic development professionals viable opportunities to attract business to their community. They have communities throughout the Midwest who have memberships with their organization. They host three events a year where economic development professionals can meet and hear from 10-12 prospective businesses and provide site selection services to prospective businesses.

In June of 2025 we hosted a housing developer and his CFO for a one-day tour of viable sites in Thief River Falls as well as meetings with DigiKey's Senior Director of Community Development and Corporate Facilities and a local realtor to discuss the market here in Thief River Falls. They have shown interest but pursued projects closer to the Twin Cities area in 2025. Community Development Director has had further discussions with the Developer at subsequent CVN events, and he has indicated a desire to make another visit in June of 2026 to continue exploring the viability of doing a project here in Thief River Falls.

As site selectors, they have promoted our community to a few housing developers that I have had conversations with. In recent months, I have asked them to assist with attracting professional services businesses/employees to the community.

KEY ISSUES: Brookshire Company is a site selection service and utilizing them and their contacts to promote our community and attract prospective businesses to the community is a cost-effective marketing tool.

FINANCIAL CONSIDERATIONS: Cost is \$4,500.00 per year. Expenditure of funds to come from the marketing budget line item in the Economic/ Community Development budget.

LEGAL CONSIDERATION: Execution of membership agreement.

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

ATTACHMENTS:

| | |
|----|---|
| 1. | City of Thief River Falls MN - CVN Membership Agreement 2025 v2.0 |
| 2. | Invoice for 2026 |



AGREEMENT FOR SERVICES

THIS AGREEMENT FOR SERVICES (this "Agreement"), made the 26th day of March 2025 with City of Thief River Falls, Minnesota (the "Member"), and The Brookshire Company, LLC ("BROOKSHIRE"), is an agreement for Membership in the Community Venture Network ("CVN"). The Member and BROOKSHIRE hereby agree as follows:

1. Services. BROOKSHIRE agrees to provide the following services to the Member in connection with the CVN (the "Services"):
 - a. Management of the CVN. BROOKSHIRE shall provide the following management services:
 - support staff services and materials at regularly scheduled meetings of the CVN; and
 - notify the Member of dates of meetings, prepare agendas and necessary materials, and conduct activities relative to the meetings and functions of the CVN.
 - b. Outreach Program. BROOKSHIRE shall conduct the following outreach program:
 - emphasize the availability of Member's economic development resources to the business community.
 - maintain contact with accountants, attorneys, venture capitalists, business brokers, and the private banking community to generate referrals; and
 - initiate and maintain a business prospecting program.
 - c. Recruiting. BROOKSHIRE shall provide the following recruiting services:
 - Prospect List. CVN shall identify business prospects across the following categories (the "Prospects"):
 - ❖ "Development stage" companies with existing product lines and seeking expansion.
 - ❖ New business owners seeking resources for growth.
 - ❖ Expansions and/or relocations of existing businesses.
 - ❖ Businesses who will provide high quality jobs.
 - ❖ Present a minimum of twenty-four (24) business prospects at regularly scheduled meetings throughout the year.
 - BROOKSHIRE shall conduct preliminary review and screening of the Prospects by providing the following services:
 - ❖ assess financial and support service needs of Prospects.
 - ❖ prepare uniform summaries of applicants that address Prospects' needs; and
 - ❖ schedule follow-up meetings within the Member's community to arrange for contacts with Prospects.

BROOKSHIRE may provide additional services as mutually agreed in writing by BROOKSHIRE and the Member; and unless and until agreed to in writing BROOKSHIRE shall not have any obligation to provide



additional services and the Member shall not have the obligation to pay for such additional services.

The Services shall be performed by BROOKSHIRE in good faith; and the Member shall provide such documents, information and other support as reasonably requested by BROOKSHIRE in connection with the provision of the Services. The Member acknowledges and agrees that BROOKSHIRE is not making any representations, warranties, or guaranties of any kind regarding the success of the Services provided by BROOKSHIRE.

2. Payment for Services. In consideration for the Services provided, the Member agrees to pay BROOKSHIRE an annual fee of (a) **\$4,500** for each twelve (12)-month period ("Annual Period"), payable upon execution of this Agreement, and (b) BROOKSHIRE shall issue an invoice for any subsequent Annual Period no later than fifteen (15) days before the end of the current Annual Period. Unless the Member provides written notice of cancellation at least 15 days before the end of the current Annual Period, this Agreement shall automatically renew for an additional twelve (12)-month period under the same terms. All payments of annual fees are non-refundable and shall not be prorated if the Member cancels this Agreement before the end of the Annual Period.
3. Term and Termination. This Agreement shall commence on **April 1, 2025**, and continue for a period of twelve (12) months (the "Term"), unless terminated earlier as provided herein. BROOKSHIRE shall notify the Member at least sixty (60) days prior to the end of the Term of any changes to annual fees or material modifications to the CVN program for subsequent year. If the Member does not provide written notice of cancellation before the end of the current Annual Period, the Agreement shall automatically renew for an additional twelve (12)-month period. The Member may cancel this Agreement at any time by providing written notice to BROOKSHIRE, effective upon receipt. If the Member elects to cancel, no refund or prorated amount of the annual fee shall be issued.
4. Miscellaneous.
 - a. Notices. All notices, requests, consents, and other communications to be required or permitted under this Agreement shall be in writing and delivered personally or sent by registered or certified mail or nationally recognized overnight carrier, postage prepaid, or by email transmission, to the address set forth below the signatures below, or to such other address set forth in a notice given in the manner herein provided. All notices, requests, information or other communications shall be deemed to have been given (i) when delivered if personally delivered; (ii) 3 days after having been placed in the mail, if delivered by registered or certified mail; (iii) the day after having been placed with a nationally recognized overnight carrier, if delivered by nationally recognized overnight carrier; and (iv) when transmitted if transmitted by email.
 - b. Successors and Assigns. This Agreement and the rights and obligations hereunder shall be binding upon and inure to the benefit of, the parties hereto and their legal representatives, successors and permitted assigns.
 - c. Governing Law. This Agreement, and any claim related directly or indirectly to this Agreement, or arising thereunder, will be governed by and construed in accordance with the laws of the State of Minnesota without regard to principles of conflicts of law.
 - d. Entire Agreement; Modification; Waiver. This Agreement contains the entire agreement of the parties with respect to the transactions contemplated herein and supersedes all prior understandings and agreements among the parties (oral or written). No modification, revision or other change to any of the provisions of this Agreement shall be effective unless in writing and signed by all of the parties to this



Agreement. The failure by either party at any time to enforce any of the provisions of this Agreement or any right or remedy hereunder or at law or in equity, or to exercise any option herein provided, shall not constitute a waiver of such provision, right, remedy or option or in any way affect the validity of this Agreement. The waiver of any default by either party shall not be deemed a continuing waiver but shall apply solely to the instance to which such waiver is directed. In any event, no waiver shall be effective unless in writing and signed by the party against whom enforcement is sought.

- e. Execution and Counterparts. This Agreement may be executed by any party in a separate counterpart, or any number of separate counterparts, each of which counterparts when so executed and delivered shall be deemed an original, and such separate counterparts together shall constitute one instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

The Brookshire Company, LLC

City of Thief River Falls, Minnesota

By: 

Gerald Norton, Managing Director

By: _____

Name: _____

Its: _____

Date: _____

INVOICE

The Brookshire Co.
7900 International Dr
Ste 735
Bloomington, MN 55425-1503

accounting@brookshireco.com
+1 (952) 960-4690
www.brookshireco.com



Bill to
Richard Baker
City of Thief River Falls
City Hall, 405 Third Street East
Thief River Falls, MN 56701

Ship to
Richard Baker
City of Thief River Falls
City Hall, 405 Third Street East
Thief River Falls, MN 56701

Invoice details

Invoice no.: 26-1709
Terms: Net 15
Invoice date: 03/31/2026
Due date: 04/15/2026

| # | Date | Product or service | Description | Qty | Rate | Amount |
|----|------------|-------------------------|---|-----|--------------|-------------------|
| 1. | 03/31/2026 | CVN - Membership | Community Venture Network (CVN) Membership for City of Thief River Falls (per executed agreement) Renewal Term: 4-1-2026 (12 months) | 1 | \$4,500.00 | \$4,500.00 |
| | | | | | Total | \$4,500.00 |

Note to customer

Payment Instructions - For ACH Payments please see the following:

Routing - Direct Deposit: Upon Request
Routing - Wire Transfer: Upon Request
Bank Account Number: Upon Request