

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, February 15, 2022

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

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC HEARING**
 - 4.1. Small Cities Development Grant (Page 3)
 - 4.2. Feasibility Report for the 2022 Street and Utilities Improvements
- 5. 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.***
- 6. PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**
- 7. 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.***
- 8. 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.***
 - 8.1. Approval of February 1, 2021 Council Proceedings (Page 4-10)
 - 8.2. City of Thief River Falls Bills and Disbursements (Page 11-49)
 - 8.3. Appointment of Casey Engelstad as Billing Clerk through Internal Transfer Process (Page 50)
 - 8.4. Fill Part-time Off Sale Clerk Position in Liquor Department (Page 51)

9. NEW BUSINESS

- 9.1. Approval of Small Cities Development Grant *(Page 52-61)*
- 9.2. MAK Properties, LLC. – Redevelopment Tax Increment Financing -Call for Public Hearing *(Page 62-69)*
- 9.3. Accept the Quote from Ditch Witch for the purchase price of \$45,795 for the 2020 Hx30 Vac. Excavator *(Page 70-71)*
- 9.4. Approval of Motor Grader Rental *(Page 72-73)*
- 9.5. Order Improvements and Call for Plans and Specifications for the 2022 Street & Utilities Improvements Project *(Page 74-77)*

10. COUNCIL BOARDS AND COMMISSIONS REPORTS - *Not all boards or commissions will have met prior to the Council meeting. These reports are intended to keep the other council members informed of actions or proposed actions taken by these boards and commissions. Only those with something to report would be on the agenda.*

11. UPCOMING MEETINGS

- 11.1. City Council Meeting - March 1st at 5:30 p.m.
- 11.2. Utilities Committee - March 7th at 7:00 a.m.
- 11.3. Public Safety/Liquor Committee - March 7th at 4:30 p.m.
- 11.4. Administrative Services Committee - March 8th at 4:30 p.m. Room 201 City Hall
- 11.5. Public Works Committee - March 9th at 4:30 p.m.

12. INFORMATIONAL ITEMS

- 12.1. Investment Summary 1/2022 *(Page 78-79)*
- 12.2. Thief River Falls Fire Department 2021 Annual Report *(Page 80-85)*

13. ADJOURNMENT

City of Thief River Falls complies with the ADA. Individuals with disabilities requiring special aids should contact the City Administrator, 405 Third Street East, Thief River Falls, MN 56701, 218-681-2943, 48 hours prior to the scheduled meeting.

NOTICE OF PUBLIC HEARING

On February 15, 2022 at 5:30 p.m., the City of Thief River Falls will hold a public hearing at the City Hall Council Chambers, 405 Third Street East, Thief River Falls, Minnesota 56701 for the following purposes:

1. To receive recommendations from the public in regard to the City's Housing and Community Development needs;
2. To review and comment on the City's Citizen Participation Plan;
3. To provide information regarding the proposed rental housing rehabilitation program;
4. To receive comments on the State of Minnesota Small Cities Development Program (SCDP) application that the City plans to submit before March 11, 2022 for the above mentioned project.

Public Information and records regarding the proposed and past use of CDBG funds, including the Citizen's Participation Plan, are on file and available for review during regular office hours at the City Clerk's office.

If anyone has questions in regard to the above prior to the public hearing, he or she may call:

Angela Philipp, City Administrator
PO Box 128
Thief River Falls, MN 56701
(218) 681-2943



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: 2/15/2022

SUBJECT: #8.1 Approval of February 1, 2021 Council Proceedings

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

MOTION TO: By the City Council, to approve February 1, 2022 Council Proceedings.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	02 01 22 City Council Minutes
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COUNCIL PROCEEDINGS

Tuesday, February 1, 2022

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on February 1, 2022. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Mike Lorenson motioned, being seconded by Councilmember Rachel Prudhomme, to approve the agenda.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 02.26.22: Approval of January 18, 2022 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 02-26-22, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve January 18, 2022 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.27.22: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 02-27-22, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$1,260,319.71. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.28.22: Correction - Approval of Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 02-28-22, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, Pennington County Fair Association a Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License was previously approved on December 7, 2021. The dates applied for July 15-19 should be effective July 13 – 17, 2022.

THEREFORE, BE IT RESOLVED By the City Council, to grant the Pennington County Fair Association a Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License, corrected dates of July 13 – 17, 2022 from noon to midnight at the Fairgrounds during the Pennington County Fair.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.29.22: Approval of Parade Application to Pennington County Fair Association during the Pennington County Fair

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 02-29-22 , being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The Pennington County Fair Association has applied for a Parade Application Permit. The route would remain the same as in prior years unless construction causes a route change. If this was to occur, the Pennington County Fair Association would work with the City and Law Enforcement to find a suitable alternative.

THEREFORE, BE IT RESOLVED Approval of Parade Application to Pennington County Fair Association during the Pennington County Fair on July 13, 2022 from 7 - 9:00 p.m.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 02.30.22: Approval of the City of Thief River Falls 5-Year Financial Management Plan From Northland Securities

Following discussion, Councilmember Steve Narverud introduced Resolution No. 02-30-22 , being seconded by Councilmember Michele McCraw, that:

WHEREAS, Northland Securities, Inc. was contracted by the city to provide expertise in developing a financial management tool for estimating the impact of specific projects and policy decisions on the city finances, especially future utility and tax rates. The city's Committee of Whole meeting on January 26, 2022 received a summary of the plan and staff has the ability to go forward to revise the plan based upon changed circumstances.

THEREFORE, BE IT RESOLVED By the City Council, to accept the Administrative Services Committee recommendation to approve the City of Thief River Falls 5-year Financial Management plan for use as planning tool for user tax levies and charges and

rates for the utility and general funds.

On vote being taken, the resolution was unanimously passed.

Call for Second Reading of Ordinance No. 138, 3rd Series of the City of Thief River Falls, Minnesota, Amending 150 entitled "building regulations" by adopting the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies.

Councilmember Jason Aarestad motioned, being seconded by Councilmember Anthony Bolduc to call for the second reading of Ordinance No. 138, 3rd Series of the City of Thief River Falls, Minnesota, Amending 150 entitled "building regulations" by adopting the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies.

WHEREAS, Appendix K of the 2015 MN State Fire Code was adopted to the City Code in 2018 which prohibits open flames and fuel storage on balconies (see attached ordinance). The 2020 MN State Fire Code changed the designation of Appendix K to Appendix O. The Fire Department recommended adoption of Appendix O as a safety measure and the Public Safety/Liquor committee reviewed the ordinance and recommends its adoption to the City Council.

THEREFORE, BE IT RESOLVED Call for Second Reading of Ordinance No. 114, 3rd Series of the City of Thief River Falls, Minnesota, to Amending the City Code to Adopt the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.31.22: Approval of Ordinance No. 138, 3rd Series of the City of Thief River Falls, Minnesota, Amending 150 entitled "building regulations" by adopting the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies.

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02-31-22 , being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, Appendix K of the 2015 MN State Fire Code was adopted to the City Code in 2018 which prohibits open flames and fuel storage on balconies (see attached ordinance). The 2020 MN State Fire Code changed the designation of Appendix K to Appendix O. The Fire Department recommended adoption of Appendix O as a safety measure and the Public Safety/Liquor committee reviewed the ordinance and recommends its adoption to the City Council.

THEREFORE, BE IT RESOLVED Approval of Ordinance No. 138, 3rd Series of the City of Thief River Falls, Minnesota, Amending 150 entitled "building regulations" by adopting the State Fire Code Appendix O Relating to Fires and Barbeques on Balconies._

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.32.22: Approve the Purchase of CivicOptimize for the City of Thief River Falls

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 02-32-22 , being seconded by Councilmember Rachel Prudhomme, that:

WHEREAS, The City of Thief River Falls needs a convenient, easily accessible way for citizens to do business online that is secure and compliant.

WHEREAS, With Covid-19 concerns, it is becoming even more essential to modernize and be able to offer our citizens online solutions that are convenient and easily accessible for forms, payments, scheduling, and reporting. With CivicOptimize, we would be able to offer online employment applications, credit applications, permits, etc. We can accept payments and even offer real-time scheduling. We can utilize the 311 and Citizen requests for our reporting that utilizes a progressive web app in real-time that would synchronize with our website. This would replace our existing 311 app.

WHEREAS, \$11,848.50 (Year 1) and \$7500.00 (Year 2 and after). This includes discounted pricing. This would replace the 311 app that we currently have in the IT Contracts budget.

THEREFORE, BE IT RESOLVED Approve the Purchase of CivicOptimize for the City of Thief River Falls.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.33.22: Approve City of Thief River Falls Fuel Supply and Oil Bids

Following discussion, Councilmember Michele McCraw introduced Resolution No. 02-33-22 , being seconded by Councilmember Curt Howe, that:

THEREFORE, BE IT RESOLVED After the City of Thief River Falls advertised in The Times on January 5, 2022 for fuel supply bids for delivery and at the pump and oil.

Sealed bids were received until 10:00 am Wednesday, January 26th, 2022 by the City Administrator on behalf of the City Council and opened. The result of the supply fuel bids and oil to the City of Thief River Falls for the years of 2022-2026 with unleaded regular gasoline and/ or gasohol, and No.1 low Sulphur, No. 2 low Sulphur, Premium Fuel with Diesel Additive; low Sulphur, propane, and oil is as follows:

On vote being taken, the resolution was unanimously passed.

Farmers Union Oil Company

	Gasohol	No. 1 Low Sulfur	No. 2 Low Sulfur	Premium Fuel Propane w/Diesel additive
Delivered	All delivered fuel will be bid the day of			
Dealer Pump	-.12	-.12	-.12	-.12
Varied oil				

products are
all at state bid
pricing

Northdale Oil

	Gasohol	No. 1 Low Sulfur	No.2 Low Sulfur	Premium Fuel w/Diesel additive	Propane
Delivered	2.7197	3.2765	2.9625	2.6815	1.33 (10,000 gal) 1.99
Dealer Pump	-.13	-.13	-.13	-.13	
Varied oil products listed with discounted pricing					

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Councilmember Curt Howe mentioned the Airport Authority met recently and discussed that Denver Air is doing well with boarding being the highest in 2021 in the last 6 years. They are looking into renewing the contract to 3 years vs. the current 2 years. There will also be an additional interlink for baggage with American Airlines to the already existing United Airlines.

UPCOMING MEETINGS

- Utilities Committee - February 7th at 7:00 a.m.
- Public Safety/Liquor Committee - February 7th at 4:30 p.m.
- Administrative Services Committee - February 8th at 4:30 p.m. Room 201 City Hall
- Public Works Committee - February 9th at 4:30 p.m.
- City Council Meeting - February 15th at 5:30 p.m.

INFORMATIONAL ITEMS

ADJOURNMENT

There being no further discussion, Councilmember Rachel Prudhomme, being seconded by Councilmember Mike Lorenson to adjourn at 5:43 p.m. On vote being taken, the Chair declared the motion unanimously carried.

Brian D. Holmer, Mayor

Attest: _____
Angela Philipp, City Administrator



City of Thief River Falls

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Request for Council Action

DATE: 2/15/2022

SUBJECT: #8.2 City of Thief River Falls Bills and Disbursements

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

MOTION TO: By the City Council, to authorize payment of bills and disbursements in the total amount of \$704,510.44. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	02 15 22 Summary of Disbursments
2.	Expense Account Codes
3.	Packet 235 02 09 22 Direct Payable
4.	Packet 224-443 01 27 22 Payroll #2
5.	Packet 226 01 28 22 PDirect Payables
6.	Packet 230 02 03 22 Direct Payables
7.	Packet 231 02 15 22 Council Meeting
8.	Packet 233 451 02 10 22 Payroll #3
9.	Packet 234 02 08 22 Direct Payable
10.	Refund Check Detail



Equal Opportunity Employer

City of Thief River Falls

#7.02

COUNCIL MEETING BILLS

FEBRUARY 15th, 2022

SUMMARY OF DISBURSEMENTS

1/27/2022	AP PKT #224 - #2 PAYROLL	\$131,464.35
1/28/2022	AP PKT #226 - DIRECT PAYABLES	\$3,544.30
2/2/2022	UB PKT #519 - UTILITY REFUND CHECKS	\$1,304.09
2/3/2022	AP PKT #230 - DIRECT PAYABLES	\$88,439.52
2/15/2022	AP PKT #231 - COUNCIL MEETING BILLS	\$251,879.46
2/10/2022	AP PKT #233 - #3 PAYROLL	\$102,688.37
2/8/2022	AP PKT #234 - DIRECT PAYABLES	\$2,117.10
2/9/2022	AP PKT #235 - DIRECT PAYABLES	\$123,073.25
GRAND TOTAL OF DISBURSEMENTS		\$704,510.44

CITY OF THIEF RIVER FALLS

EXPENSE ACCOUNT CODES

FUND	DEPARTMENT	DESCRIPTION
100	GENERAL FUND	
	4110	City Council
	4140	Elections
	4150	City Administration
	4160	City Attorney
	4192	IT Department
	4194	Government Buildings
	4210	Police
	4215	Emergency Management
	4220	Fire
	4240	Building Official
	4312	Street
	4315	Sanitation
	4316	Street Lighting
	4510	Park Department
	4550	Branch Library
	4560	Carnegie Library Building
	4570	201 Atlantic Ave Garage
	4650	Public Works
	4670	General Administration
210	COMMUNITY DEVELOPMENT REVOLVING LOAN FUND	
230	TRF K-9 UNIT FUND	
260	MECC	
270	TRAIN CANOPY	
610	LIQUOR	
620	WATER UTILITY	
630	REA & HOMCC ARENAS - VENUWORKS	
640	MULTI EVENTS CULTURAL CENTER - VENUWORKS	
650	TOURIST PARK CAMPGROUNDS - VENUMORKS	
670	STORM WATER UTILITY	
680	WASTEWATER UTILITY	
690	ELECTRIC UTILITY	
810	POLICE RELIEF ASSOCIATION	
820	GREENWOOD CEMETERY FUND	



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00235 - 02/09/22 DIRECT PAYABLE

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VENUWORKS OF THIEF RIVER FALLS							
VENUWORKS OF THIEF RIVE	1ST QTR 2022	02/09/2022	630-4930-67200	Operating Transfers	1ST QTR 2022 OPERATING F		123,073.25
Vendor VENUWORKS OF THIEF RIVER FALLS Total:							123,073.25
Grand Total:							123,073.25

Fund Summary

Fund	Expense Amount
630 - ARENAS - VENUWORKS	123,073.25
Grand Total:	123,073.25

Account Summary

Account Number	Account Name	Expense Amount
630-4930-67200	Operating Transfers	123,073.25
Grand Total:		123,073.25

Project Account Summary

Project Account Key	Expense Amount
None	123,073.25
Grand Total:	123,073.25



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00224 - PYPKT00443 - 2022 01 27 #2 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BLUE CROSS BLUE SHIELD OF MN							
BLUE CROSS BLUE SHIELD O	INV0000290	01/21/2022	740-4870-63650	Senior Gold BC/BS Monthly	Senior Gold Premium Febru		3,367.00
Vendor BLUE CROSS BLUE SHIELD OF MN Total:							3,367.00
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC	INV0000301	01/27/2022	740-20300	Flex Payroll Deductions	Flex Payout (2022)		152.80
Vendor BRADY MARTZ & ASSOC PC INC Total:							152.80
Vendor: FURTHER - H S A							
FURTHER - H S A	INV0000285	01/24/2022	100-4150-61310	Health Insurance	HSA City Contribution		792.49
FURTHER - H S A	INV0000285	01/24/2022	100-4210-61310	Health Insurance	HSA City Contribution		1,214.78
FURTHER - H S A	INV0000285	01/24/2022	100-4220-61310	Health Insurance	HSA City Contribution		370.20
FURTHER - H S A	INV0000285	01/24/2022	100-4312-61310	Health Insurance	HSA City Contribution		844.58
FURTHER - H S A	INV0000285	01/24/2022	100-4315-61310	Health Insurance	HSA City Contribution		422.29
FURTHER - H S A	INV0000285	01/24/2022	100-4650-61310	Health Insurance	HSA City Contribution		185.10
FURTHER - H S A	INV0000285	01/24/2022	610-4825-61310	Health Insurance	HSA City Contribution		607.39
FURTHER - H S A	INV0000285	01/24/2022	680-4825-61310	Health Insurance	HSA City Contribution		422.29
FURTHER - H S A	INV0000285	01/24/2022	690-4825-61310	Health Insurance	HSA City Contribution		422.29
FURTHER - H S A	INV0000285	01/24/2022	820-4825-61310	Health Insurance	HSA City Contribution		422.29
FURTHER - H S A	INV0000293	01/27/2022	740-24000	Clearing Account	HSA Employee Contribution		364.76
Vendor FURTHER - H S A Total:							6,068.46
Vendor: FURTHER - VEBA							
FURTHER - VEBA	INV0000287	01/25/2022	100-4150-61310	Health Insurance	VEBA City Contribution		370.20
FURTHER - VEBA	INV0000287	01/25/2022	100-4210-61310	Health Insurance	VEBA City Contribution		2,562.57
FURTHER - VEBA	INV0000287	01/25/2022	100-4220-61310	Health Insurance	VEBA City Contribution		1,188.73
FURTHER - VEBA	INV0000287	01/25/2022	100-4240-61310	Health Insurance	VEBA City Contribution		422.29
FURTHER - VEBA	INV0000287	01/25/2022	100-4312-61310	Health Insurance	VEBA City Contribution		1,029.68
FURTHER - VEBA	INV0000287	01/25/2022	100-4315-61310	Health Insurance	VEBA City Contribution		792.49
FURTHER - VEBA	INV0000287	01/25/2022	100-4510-61310	Health Insurance	VEBA City Contribution		555.30
FURTHER - VEBA	INV0000287	01/25/2022	100-4650-61310	Health Insurance	VEBA City Contribution		607.39
FURTHER - VEBA	INV0000287	01/25/2022	620-4825-61310	Health Insurance	VEBA City Contribution		422.29
FURTHER - VEBA	INV0000287	01/25/2022	680-4825-61310	Health Insurance	VEBA City Contribution		607.39
FURTHER - VEBA	INV0000287	01/25/2022	690-4825-61310	Health Insurance	VEBA City Contribution		3,276.93
Vendor FURTHER - VEBA Total:							11,835.26
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVIC	INV0000300	01/27/2022	740-20150	Payroll Taxes Payable	MEDICARE		6,476.18
INTERNAL REVENUE SERVIC	INV0000300	01/27/2022	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		18,947.34

Council Approval Register

Packet: APPKT00224 - PYPKT00443 - 2022 01 27 #2 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
INTERNAL REVENUE SERVIC	INV00000300	01/27/2022	740-20150	Payroll Taxes Payable	FED W/H		20,776.87
Vendor INTERNAL REVENUE SERVICE Total:							46,200.39
Vendor: MEDICAREBLUE RX							
MEDICAREBLUE RX	INV00000289	01/27/2022	740-4870-63650	Senior Gold BC/BS Monthly	Medicare Blue Rx February		2,314.00
Vendor MEDICAREBLUE RX Total:							2,314.00
Vendor: MESSERLI KRAMER PA							
MESSERLI KRAMER PA	INV00000297	01/27/2022	740-24000	Clearing Account	Garnishment		323.37
Vendor MESSERLI KRAMER PA Total:							323.37
Vendor: MINNESOTA TEAMSTERS NO. 320							
MINNESOTA TEAMSTERS N	INV00000295	01/27/2022	740-24000	Clearing Account	Union Dues		3,857.00
Vendor MINNESOTA TEAMSTERS NO. 320 Total:							3,857.00
Vendor: MN DPT OF HUMAN SERVICES							
MN DPT OF HUMAN SERVIC	INV00000296	01/27/2022	740-24000	Clearing Account	Garnishment		195.65
Vendor MN DPT OF HUMAN SERVICES Total:							195.65
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT	INV00000299	01/27/2022	740-20160	State Withholding	State W/H Tax		9,783.14
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							9,783.14
Vendor: P E R A OF MN							
P E R A OF MN	INV00000298	01/27/2022	740-20180	PERA Payable	PERA EE/ER DEF		234.00
P E R A OF MN	INV00000298	01/27/2022	740-20180	PERA Payable	PERA EE/ER COORD		22,121.73
P E R A OF MN	INV00000298	01/27/2022	740-20180	PERA Payable	PERA EE/ER P&F		20,748.77
Vendor P E R A OF MN Total:							43,104.50
Vendor: SANFORD HEALTH							
SANFORD HEALTH	INV00000302	12/31/2021	100-4220-62990	Misc. Operating Expense	Med Exam Volunteers (2)		374.00
SANFORD HEALTH	INV00000302	12/31/2021	100-4510-62990	Misc. Operating Expense	Drug/Alcohol Testing		50.00
Vendor SANFORD HEALTH Total:							424.00
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	100-4150-61330	Life Insurance	Life Ins Premium		66.30
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	100-4194-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	100-4210-61330	Life Insurance	Life Ins Premium		175.10
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	100-4220-61330	Life Insurance	Life Ins Premium		65.45
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	100-4240-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	100-4312-61330	Life Insurance	Life Ins Premium		37.40
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	100-4315-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	100-4510-61330	Life Insurance	Life Ins Premium		46.75
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	100-4650-61330	Life Insurance	Life Ins Premium		18.70
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	610-4825-61330	Life Insurance	Life Ins Premium		50.83
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	620-4825-61330	Life Insurance	Life Ins Premium		40.80
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	680-4825-61330	Life Insurance	Life Ins Premium		37.40
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	690-4825-61330	Life Insurance	Life Ins Premium		153.00
SUN LIFE FINANCIAL - LIFE	INV00000294	01/27/2022	740-24000	Clearing Account	Life Ins Employee		508.06

Council Approval Register

Packet: APPKT00224 - PYPKT00443 - 2022 01 27 #2 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SUN LIFE FINANCIAL - LIFE	INV0000294	01/27/2022	740-4870-63640	Life Insurance - COBRA	Life Ins COBRA		56.44
SUN LIFE FINANCIAL - LIFE	INV0000294	01/27/2022	820-4825-61330	Life Insurance	Life Ins Premium		9.35
Vendor SUN LIFE FINANCIAL - LIFE Total:							1,343.78
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0000291	01/27/2022	740-24000	Clearing Account	Contributions Employee		2,495.00
Vendor VANTAGEPOINT ICMA Total:							2,495.00
Grand Total:							131,464.35

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	12,269.99
610 - LIQUOR DISPENSARY	658.22
620 - WATER UTILITY FUND	463.09
680 - WASTEWATER UTILITY FUND	1,067.08
690 - ELECTRIC UTILITY FUND	3,852.22
740 - TRF HEALTH INSURANCE FUND	112,722.11
820 - GREENWOOD CEMETERY FUND	431.64
Grand Total:	131,464.35

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	1,162.69
100-4150-61330	Life Insurance	66.30
100-4194-61330	Life Insurance	9.35
100-4210-61310	Health Insurance	3,777.35
100-4210-61330	Life Insurance	175.10
100-4220-61310	Health Insurance	1,558.93
100-4220-61330	Life Insurance	65.45
100-4220-62990	Misc. Operating Expense	374.00
100-4240-61310	Health Insurance	422.29
100-4240-61330	Life Insurance	12.75
100-4312-61310	Health Insurance	1,874.26
100-4312-61330	Life Insurance	37.40
100-4315-61310	Health Insurance	1,214.78
100-4315-61330	Life Insurance	56.10
100-4510-61310	Health Insurance	555.30
100-4510-61330	Life Insurance	46.75
100-4510-62990	Misc. Operating Expense	50.00
100-4650-61310	Health Insurance	792.49
100-4650-61330	Life Insurance	18.70
610-4825-61310	Health Insurance	607.39
610-4825-61330	Life Insurance	50.83
620-4825-61310	Health Insurance	422.29
620-4825-61330	Life Insurance	40.80
680-4825-61310	Health Insurance	1,029.68
680-4825-61330	Life Insurance	37.40
690-4825-61310	Health Insurance	3,699.22
690-4825-61330	Life Insurance	153.00
740-20150	Payroll Taxes Payable	46,200.39
740-20160	State Withholding	9,783.14
740-20180	PERA Payable	43,104.50
740-20300	Flex Payroll Deductions	152.80

Account Summary

Account Number	Account Name	Expense Amount
740-24000	Clearing Account	7,743.84
740-4870-63640	Life Insurance - COBRA	56.44
740-4870-63650	Senior Gold BC/BS Mont	5,681.00
820-4825-61310	Health Insurance	422.29
820-4825-61330	Life Insurance	9.35
Grand Total:		131,464.35

Project Account Summary

Project Account Key	Expense Amount
None	131,464.35
Grand Total:	131,464.35



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00226 - 01/28/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DWIGHT TANGQUIST							
DWIGHT TANGQUIST	DEC 2021	12/31/2021	610-4810-62590	Misc. Mdse for Resale	BEER CUPS		105.90
DWIGHT TANGQUIST	DEC 2021	12/31/2021	610-4840-62140	Off Sale Supplies	BAGS		1,786.00
Vendor DWIGHT TANGQUIST Total:							<u>1,891.90</u>
Vendor: U S POSTMASTER							
U S POSTMASTER	FEB 2022	01/28/2022	100-4315-62010	Office Supplies	POSTAGE - FEB 2022 UTILIT		247.86
U S POSTMASTER	FEB 2022	01/28/2022	620-4840-62010	Office Supplies	POSTAGE - FEB 2022 UTILIT		578.34
U S POSTMASTER	FEB 2022	01/28/2022	680-4840-62010	Office Supplies	POSTAGE - FEB 2022 UTILIT		165.24
U S POSTMASTER	FEB 2022	01/28/2022	690-4840-62010	Office Supplies	POSTAGE - FEB 2022 UTILIT		660.96
Vendor U S POSTMASTER Total:							<u>1,652.40</u>
Grand Total:							<u><u>3,544.30</u></u>

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	247.86
610 - LIQUOR DISPENSARY	1,891.90
620 - WATER UTILITY FUND	578.34
680 - WASTEWATER UTILITY FUND	165.24
690 - ELECTRIC UTILITY FUND	660.96
Grand Total:	3,544.30

Account Summary

Account Number	Account Name	Expense Amount
100-4315-62010	Office Supplies	247.86
610-4810-62590	Misc. Mdse for Resale	105.90
610-4840-62140	Off Sale Supplies	1,786.00
620-4840-62010	Office Supplies	578.34
680-4840-62010	Office Supplies	165.24
690-4840-62010	Office Supplies	660.96
Grand Total:		3,544.30

Project Account Summary

Project Account Key	Expense Amount
None	3,544.30
Grand Total:	3,544.30



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00230 - 02/03/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES	13n11drjn1p	01/17/2022	100-4210-62990	Misc. Operating Expense	NITRILE GLOVES		91.92
AMAZON CAPITAL SERVICES	16p1g7l9679h	01/21/2022	100-4194-62990	Misc. Operating Expense	LAMINATED P TOUCH TAPE		14.53
AMAZON CAPITAL SERVICES	1khhxvvn3qx3	01/31/2022	100-4315-62400	Small Tools and Minor Equi	PLASMA CUTTER GUIDE W		9.75
AMAZON CAPITAL SERVICES	1pqm7tkxplyf	01/25/2022	620-4840-62990	Misc. Operating Expense	THERMAL FUSE - WASH MA		5.16
AMAZON CAPITAL SERVICES	1pqm7tkxydvc	01/26/2022	620-4840-62020	Computer Supplies	IPHONE CASE & SCREEN PR		46.32
AMAZON CAPITAL SERVICES	1qjg7wnvgt33	01/21/2022	100-4210-62010	Office Supplies	STAPLES / STICKY NOTES / G		114.63
AMAZON CAPITAL SERVICES	1qjg7wnvgt33	01/21/2022	100-4210-62990	Misc. Operating Expense	PORTABLE RADIO MICROP		92.95
AMAZON CAPITAL SERVICES	1rwgkxg3kkvp	01/24/2022	690-4840-62420	Computer Equipment	IPAD COVERS (4)		108.46
AMAZON CAPITAL SERVICES	1rwgkxg3kkvp	01/24/2022	690-4840-62990	Misc. Operating Expense	REMOTE - GARAGE DOORS		64.90
AMAZON CAPITAL SERVICES	1tpwmtp3ndx4	01/27/2022	100-4150-62020	Computer Supplies	KEYBOARD / MOUSE		24.97
AMAZON CAPITAL SERVICES	1txgjpww41h7r	01/20/2022	100-4210-62990	Misc. Operating Expense	AED PADS / DEWALT BATTE		83.94
Vendor AMAZON CAPITAL SERVICES INC Total:							657.53
Vendor: COCA-COLA BOTTLING COMPANY							
COCA-COLA BOTTLING CO	3920022	01/13/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		289.50
COCA-COLA BOTTLING CO	3920061	01/20/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		486.50
Vendor COCA-COLA BOTTLING COMPANY Total:							776.00
Vendor: COLE PAPERS INC							
COLE PAPERS INC	10072267	12/02/2021	610-4840-62140	Off Sale Supplies	CREDIT CARD PAPER		135.32
COLE PAPERS INC	10072267	12/02/2021	610-4850-62230	Building Maint & Repair	DUSTING SHEETS		103.44
COLE PAPERS INC	10075954	12/09/2021	610-4840-62990	Misc. Operating Expense	GARBAGE BAGS		61.76
COLE PAPERS INC	10075983	12/23/2021	610-4850-62210	Equipment Maint & Repair	BATTERIES - SCRUBBER (2)		442.95
COLE PAPERS INC	10077416	12/16/2021	100-4194-62990	Misc. Operating Expense	HEPA VAC BAGS		22.32
COLE PAPERS INC	10077497	12/16/2021	100-4194-62990	Misc. Operating Expense	TOILET TISSUE / TOWELS / F		119.23
COLE PAPERS INC	10083210	12/23/2021	620-4840-62990	Misc. Operating Expense	LOTION		36.77
COLE PAPERS INC	10085027	12/30/2021	100-4315-62880	Personal Protective Equipm	HAND SANITIZER		101.48
Vendor COLE PAPERS INC Total:							1,023.27
Vendor: FARMERS UNION OIL COMPANY							
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	100-4194-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		65.31
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		310.04
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		3,200.02
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	100-4220-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		511.87
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	100-4240-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		44.89
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		6,167.60
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	100-4315-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		1,864.55
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	100-4510-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		1,138.41
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	100-4650-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		40.31

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	620-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		397.84
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	680-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		564.77
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		1,311.78
FARMERS UNION OIL COMP	DEC 2021	12/30/2021	820-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 202		180.51
Vendor FARMERS UNION OIL COMPANY Total:							15,797.90
Vendor: HERITAGE COMMUNITY CENTER							
HERITAGE COMMUNITY CE	1ST QTR 2022	02/03/2022	100-4670-64500	Senior Citizen Programs	1ST QTR MANAGERS SALAR		7,810.04
HERITAGE COMMUNITY CE	DEC 2021	12/30/2021	100-4670-64500	Senior Citizen Programs	2021 ALLOCATION (BALANC		2,110.02
Vendor HERITAGE COMMUNITY CENTER Total:							9,920.06
Vendor: MARCO TECHNOLOGIES LLC							
MARCO TECHNOLOGIES LLC	462414251	01/07/2022	100-4150-63030	Contracts Expense	COPIER CONTRACT - JAN 20		488.83
MARCO TECHNOLOGIES LLC	462414251	01/07/2022	100-4650-63030	Contracts Expense	COPIER CONTRACT - JAN 20		356.82
Vendor MARCO TECHNOLOGIES LLC Total:							845.65
Vendor: MPOWER TECHNOLOGIES INC							
MPOWER TECHNOLOGIES I	4578	11/30/2021	690-4890-63030	Contracts Expense	SUPPORT SERVICES - NOV 2		2,100.00
Vendor MPOWER TECHNOLOGIES INC Total:							2,100.00
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE IN	137436	01/03/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		3,653.60
NORTHWEST BEVERAGE IN	137436	01/03/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		134.00
NORTHWEST BEVERAGE IN	137507	01/07/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		302.40
NORTHWEST BEVERAGE IN	137507	01/07/2022	610-4810-62510	Liquor for Resale	BEER PURCHASE		28,980.55
NORTHWEST BEVERAGE IN	137510	01/07/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		270.00
NORTHWEST BEVERAGE IN	137522	01/10/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		741.15
NORTHWEST BEVERAGE IN	137606	01/13/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		1,144.20
NORTHWEST BEVERAGE IN	137614	01/14/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		2,474.35
Vendor NORTHWEST BEVERAGE INC Total:							37,700.25
Vendor: PENNINGTON CO MOTOR VEHICLE							
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	100-4194-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		19.25
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	100-4210-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		57.75
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	100-4240-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		19.25
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	100-4312-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		231.00
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	100-4315-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		77.00
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	100-4510-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		231.00
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	100-4650-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		19.25
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	620-4890-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		96.25
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	680-4890-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		96.25
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	690-4890-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		462.00
PENNINGTON CO MOTOR V	2022 LICENSE TABS	02/03/2022	820-4890-64370	Taxes and Licenses	2022 VEHICLE/TRAILER LICE		38.50
Vendor PENNINGTON CO MOTOR VEHICLE Total:							1,347.50

Council Approval Register

Packet: APPKT00230 - 02/03/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PEPSI BEVERAGES COMPANY							
PEPSI BEVERAGES COMPAN	18261807	01/13/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		286.26
Vendor PEPSI BEVERAGES COMPANY Total:							286.26
Vendor: POWERPLAN							
POWERPLAN	P32582	12/28/2021	670-4850-62210	Equipment Maint & Repair	COUPLER GASKET		37.11
Vendor POWERPLAN Total:							37.11
Vendor: T R F CONVENTION &							
T R F CONVENTION &	DEC 2021	02/03/2022	100-4670-63030	Contracts Expense	LODGING TAX - DEC 2021		11,299.31
Vendor T R F CONVENTION & Total:							11,299.31
Vendor: TRI VALLEY OPPORTUNITY COUNCIL							
TRI VALLEY OPPORTUNITY C	2021	12/30/2021	100-4670-64500	Senior Citizen Programs	2021 ALLOCATION		5,000.00
Vendor TRI VALLEY OPPORTUNITY COUNCIL Total:							5,000.00
Vendor: VERIZON WIRELESS #786782900							
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES		51.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4192-63020	Computer Maintenance & li	WIRELESS PHONE CHARGES		40.01
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4192-63020	Computer Maintenance & li	WIRELESS PHONE CHARGES		40.01
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4192-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4192-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4194-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4240-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4510-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4510-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	100-4650-63210	Communication Expense	WIRELESS PHONE CHARGES		31.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	610-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		44.73
VERIZON WIRELESS #78678	9897854347	01/21/2022	610-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22

Council Approval Register

Packet: APPKT00230 - 02/03/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
VERIZON WIRELESS #78678	9897854347	01/21/2022	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		40.01
VERIZON WIRELESS #78678	9897854347	01/21/2022	650-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	680-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
VERIZON WIRELESS #78678	9897854347	01/21/2022	820-4830-63210	Communication Expense	WIRELESS PHONE CHARGES		41.22
Vendor VERIZON WIRELESS #786782900 Total:							1,648.68
Grand Total:							88,439.52

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	42,807.54
610 - LIQUOR DISPENSARY	39,591.93
620 - WATER UTILITY FUND	704.79
650 - TOURIST PARK - VENUWORKS	41.22
670 - STORM WATER UTILITY FUND	37.11
680 - WASTEWATER UTILITY FUND	702.24
690 - ELECTRIC UTILITY FUND	4,294.46
820 - GREENWOOD CEMETERY FUND	260.23
Grand Total:	88,439.52

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62020	Computer Supplies	24.97
100-4150-63030	Contracts Expense	488.83
100-4150-63210	Communication Expense	133.66
100-4192-63020	Computer Maintenance	80.02
100-4192-63210	Communication Expense	82.44
100-4194-62120	Gas-Oil-Lube	65.31
100-4194-62990	Misc. Operating Expense	156.08
100-4194-63210	Communication Expense	41.22
100-4194-64370	Taxes and Licenses	19.25
100-4210-62010	Office Supplies	114.63
100-4210-62120	Gas-Oil-Lube	3,510.06
100-4210-62990	Misc. Operating Expense	268.81
100-4210-63210	Communication Expense	577.08
100-4210-64370	Taxes and Licenses	57.75
100-4220-62120	Gas-Oil-Lube	511.87
100-4240-62120	Gas-Oil-Lube	44.89
100-4240-63210	Communication Expense	41.22
100-4240-64370	Taxes and Licenses	19.25
100-4312-62120	Gas-Oil-Lube	6,167.60
100-4312-64370	Taxes and Licenses	231.00
100-4315-62120	Gas-Oil-Lube	1,864.55
100-4315-62400	Small Tools and Minor E	9.75
100-4315-62880	Personal Protective Equi	101.48
100-4315-64370	Taxes and Licenses	77.00
100-4510-62120	Gas-Oil-Lube	1,138.41
100-4510-63210	Communication Expense	82.44
100-4510-64370	Taxes and Licenses	231.00
100-4650-62120	Gas-Oil-Lube	40.31
100-4650-63030	Contracts Expense	356.82
100-4650-63210	Communication Expense	31.22

Account Summary

Account Number	Account Name	Expense Amount
100-4650-64370	Taxes and Licenses	19.25
100-4670-63030	Contracts Expense	11,299.31
100-4670-64500	Senior Citizen Programs	14,920.06
610-4810-62510	Liquor for Resale	29,282.95
610-4810-62520	Beer for Resale	8,283.30
610-4810-62540	Soft Drinks/Mix for Resal	1,196.26
610-4830-63210	Communication Expense	85.95
610-4840-62140	Off Sale Supplies	135.32
610-4840-62990	Misc. Operating Expense	61.76
610-4850-62210	Equipment Maint & Rep	442.95
610-4850-62230	Building Maint & Repair	103.44
620-4830-63210	Communication Expense	122.45
620-4840-62020	Computer Supplies	46.32
620-4840-62120	Gas-Oil-Lube	397.84
620-4840-62990	Misc. Operating Expense	41.93
620-4890-64370	Taxes and Licenses	96.25
650-4830-63210	Communication Expense	41.22
670-4850-62210	Equipment Maint & Rep	37.11
680-4830-63210	Communication Expense	41.22
680-4840-62120	Gas-Oil-Lube	564.77
680-4890-64370	Taxes and Licenses	96.25
690-4830-63210	Communication Expense	247.32
690-4840-62120	Gas-Oil-Lube	1,311.78
690-4840-62420	Computer Equipment	108.46
690-4840-62990	Misc. Operating Expense	64.90
690-4890-63030	Contracts Expense	2,100.00
690-4890-64370	Taxes and Licenses	462.00
820-4830-63210	Communication Expense	41.22
820-4840-62120	Gas-Oil-Lube	180.51
820-4890-64370	Taxes and Licenses	38.50
Grand Total:		88,439.52

Project Account Summary

Project Account Key	Expense Amount
None	88,439.52
Grand Total:	88,439.52



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00231 - 02/15/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	99293	01/21/2022	100-4550-62230	Building Maint & Repair	DOOR SWEEP		13.98
ACE HARDWARE	99457	01/24/2022	690-4850-62350	Power Plant/Dam Maint	KEYS - NEW DOOR LOCKS		23.88
Vendor ACE HARDWARE Total:							37.86
Vendor: ADVANCED ENGINEERING &							
ADVANCED ENGINEERING	78427	01/11/2022	680-4890-63110	Consulting Fees	LIFT STATION SCADA		151.20
ADVANCED ENGINEERING	78428	01/11/2022	680-4890-63110	Consulting Fees	LIFT STATION SCADA		992.55
ADVANCED ENGINEERING	78507	01/11/2022	620-4890-63110	Consulting Fees	EPA AWIA REPORT		2,640.00
ADVANCED ENGINEERING	78553	01/11/2022	560-4680-65920	Work in Process - Eng/Arch	LIFT #9 FORCE MAIN PRJ		820.00
Vendor ADVANCED ENGINEERING & Total:							4,603.75
Vendor: AMARIL UNIFORM COMPANY							
AMARIL UNIFORM COMPA	224157	01/31/2022	690-4840-62880	Personal Protective Equipm	PPE - J STEINBRINK		640.62
AMARIL UNIFORM COMPA	224157	01/31/2022	690-4840-62880	Personal Protective Equipm	PPE - D LARSON		328.82
AMARIL UNIFORM COMPA	224157	01/31/2022	690-4840-62880	Personal Protective Equipm	PPE - M NELSON		204.82
AMARIL UNIFORM COMPA	224157	01/31/2022	690-4840-62880	Personal Protective Equipm	PPE - J DAVIDSON		113.81
Vendor AMARIL UNIFORM COMPANY Total:							1,288.07
Vendor: AMERICAN WELDING & GAS INC							
AMERICAN WELDING & GA	8266411	01/10/2022	620-4840-62160	Chemicals	CHEMICALS		4,383.80
Vendor AMERICAN WELDING & GAS INC Total:							4,383.80
Vendor: AQUA PURE INC							
AQUA PURE INC	2202	02/03/2022	620-4840-62160	Chemicals	CHEMICALS		8,557.36
Vendor AQUA PURE INC Total:							8,557.36
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3516564	01/17/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		426.90
ARTISAN BEER COMPANY	3518447	01/31/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		357.55
Vendor ARTISAN BEER COMPANY Total:							784.45
Vendor: AUTO VALUE T R F							
AUTO VALUE T R F	9560244	12/27/2021	100-4315-62120	Gas-Oil-Lube	GREASE		19.88
AUTO VALUE T R F	9560344	12/27/2021	100-4510-62210	Equipment Maint & Repair	OIL FILTERS		4.39
AUTO VALUE T R F	9560434	12/28/2021	680-4840-62120	Gas-Oil-Lube	OIL / FILTERS		142.93
AUTO VALUE T R F	9560868	12/30/2021	100-4315-62210	Equipment Maint & Repair	WIPERS		20.98
AUTO VALUE T R F	9561233	01/03/2022	100-4312-62240	Department Maint & Repair	AIR COMPRESSOR		41.93
AUTO VALUE T R F	9561713	01/06/2022	680-4850-62210	Equipment Maint & Repair	BATTERY		147.98
AUTO VALUE T R F	9562030	01/07/2022	620-4840-62990	Misc. Operating Expense	OXYGEN		31.99
AUTO VALUE T R F	9562047	01/07/2022	620-4840-62990	Misc. Operating Expense	ACETYLENE		37.99
AUTO VALUE T R F	9562337	01/10/2022	100-4312-62120	Gas-Oil-Lube	GREASE		76.93

Council Approval Register

Packet: APPKT00231 - 02/15/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
AUTO VALUE T R F	9562392	01/11/2022	100-4312-62210	Equipment Maint & Repair	PLOW WHIPS		22.98
AUTO VALUE T R F	9562417	01/11/2022	100-4312-62240	Department Maint & Repair	WELDING SUPPLIES		23.14
AUTO VALUE T R F	9562431	01/11/2022	100-4315-62240	Department Maint & Repair	SHOP SUPPLIES		23.98
AUTO VALUE T R F	9562698	01/12/2022	100-4315-62210	Equipment Maint & Repair	FILTERS		129.90
AUTO VALUE T R F	9563530	01/19/2022	100-4315-62210	Equipment Maint & Repair	ANNTEA		12.99
AUTO VALUE T R F	9563578	01/19/2022	620-4850-62230	Building Maint & Repair	HVAC BELT		11.99
AUTO VALUE T R F	9563600	01/19/2022	680-4850-62210	Equipment Maint & Repair	BATTERY		155.99
AUTO VALUE T R F	9563648	01/20/2022	100-4312-62210	Equipment Maint & Repair	CLUTCH BRAKE		30.99
AUTO VALUE T R F	9563736	01/20/2022	620-4840-62990	Misc. Operating Expense	SHOP SUPPLIES		28.48
AUTO VALUE T R F	9564106	01/24/2022	100-4315-62210	Equipment Maint & Repair	FILTERS		78.98
Vendor AUTO VALUE T R F Total:							1,044.42
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPL	104560200	01/11/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		147.75
BELLBOY CORP - BAR SUPPL	104560200	01/11/2022	610-4810-62590	Misc. Mdse for Resale	CORKSCREWS		42.00
Vendor BELLBOY CORP - BAR SUPPLY Total:							189.75
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	93186700	01/11/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		4,866.86
BELLBOY CORP - LIQUOR	93190900	01/11/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,320.00
BELLBOY CORP - LIQUOR	93373400	01/26/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		864.00
Vendor BELLBOY CORP - LIQUOR Total:							7,050.86
Vendor: BERNICK'S							
BERNICK'S	202491	01/21/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE	Vendor BERNICK'S Total:	533.49
Vendor: BEVERAGE WHOLESALERS INC							533.49
BEVERAGE WHOLESALERS I	203881	01/26/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		190.40
BEVERAGE WHOLESALERS I	204759	01/27/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		407.60
Vendor BEVERAGE WHOLESALERS INC Total:							598.00
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC	37145-756650	01/28/2022	100-4670-62990	Misc. Operating Expense	FLEX FEE - JAN 2022	Vendor BRADY MARTZ & ASSOC PC INC Total:	180.00
Vendor: BRADY MARTZ & ASSOC PC INC							180.00
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	342533200	01/11/2022	610-4810-62510	Liquor for Resale	LIQUOR URCHASE		5,766.73
BREAKTHRU BEVERAGE	342533201	01/11/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE	Vendor BREAKTHRU BEVERAGE Total:	3,102.74
Vendor: BREAKTHRU BEVERAGE							8,869.47
Vendor: BREDESON OFFICE SUPPLY							
BREDESON OFFICE SUPPLY	473419	01/21/2022	100-4510-62010	Office Supplies	BINDER / SHARPIES	Vendor BREDESON OFFICE SUPPLY Total:	37.90
Vendor: BREDESON OFFICE SUPPLY							37.90
Vendor: BRODIN SHEET METAL INC							
BRODIN SHEET METAL INC	62413	02/07/2022	100-4560-62230	Building Maint & Repair	PRESSURE SWITCH - HVAC R	Vendor BRODIN SHEET METAL INC Total:	48.00
Vendor: BRODIN SHEET METAL INC							48.00

Council Approval Register

Packet: APPKT00231 - 02/15/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BUDGET							
BUDGET	4140	01/18/2022	100-4220-62400	Small Tools and Minor Equi	G E STACKABLE WASHER/DR		1,100.00
Vendor BUDGET Total:							1,100.00
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	1402277	01/06/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		173.94
C & L DISTRIBUTING	1402277	01/06/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		49.25
C & L DISTRIBUTING	1402277	01/06/2022	610-4810-62610	Freight In (Liquor)	FREIGHT		9.00
C & L DISTRIBUTING	1413787	02/03/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		95.23
C & L DISTRIBUTING	1413787	02/03/2022	610-4810-62610	Freight In (Liquor)	FREIGHT		9.00
Vendor C & L DISTRIBUTING Total:							336.42
Vendor: CORE-MARK MIDCONTINENT INC							
CORE-MARK MIDCONTINEN	8592434	01/26/2022	610-4810-62540	Soft Drinks/Mix for Resale	JUICE PURCHASE		19.11
CORE-MARK MIDCONTINEN	8592434	01/26/2022	610-4810-62590	Misc. Mdse for Resale	TOBACCO PURCHASE		1,500.38
Vendor CORE-MARK MIDCONTINENT INC Total:							1,519.49
Vendor: CUSTOM FIRE APPARATUS INC							
CUSTOM FIRE APPARATUS I	19433	01/30/2022	100-4220-62210	Equipment Maint & Repair	TOGGLE VALVE - E-'05 REPAI		77.19
CUSTOM FIRE APPARATUS I	21065	01/12/2022	100-4220-62210	Equipment Maint & Repair	U JOINT - E-'05 RPR		39.10
Vendor CUSTOM FIRE APPARATUS INC Total:							116.29
Vendor: D & D BEVERAGE BRAINERD							
D & D BEVERAGE BRAINERD	1523633	01/17/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		2,027.65
D & D BEVERAGE BRAINERD	1523633	01/17/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		88.95
Vendor D & D BEVERAGE BRAINERD Total:							2,116.60
Vendor: DAVIDSON CONSTRUCTION INC							
DAVIDSON CONSTRUCTION	28485	01/31/2022	100-4312-63030	Contracts Expense	JAN 2022 RENTAL FEE - J D		6,490.00
Vendor DAVIDSON CONSTRUCTION INC Total:							6,490.00
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	86615598	01/10/2022	690-4840-62990	Misc. Operating Expense	550VA 300W 8OUT USB		104.81
DIGI KEY CORPORATION	87013356	01/26/2022	680-4850-62220	Lift Station and Pond Maint	PATCH CORD / PATCH CABLE		33.09
Vendor DIGI KEY CORPORATION Total:							137.90
Vendor: DONS SEWING & VACUUM							
DONS SEWING & VACUUM	21811	01/13/2022	610-4850-62210	Equipment Maint & Repair	VAC BAGS / BELTS		33.65
Vendor DONS SEWING & VACUUM Total:							33.65
Vendor: DRN READITECH							
DRN READITECH	227177	01/11/2022	100-4192-63020	Computer Maintenance & li	DNS CHANGE		62.50
DRN READITECH	227515	01/24/2022	100-4192-63020	Computer Maintenance & li	TRANSFER DOMAIN		75.00
Vendor DRN READITECH Total:							137.50
Vendor: EAZY PACK N SHIP							
EAZY PACK N SHIP	6913	12/07/2021	680-4840-62170	Field Supplies	SHIPPING CHARGES - WW S		14.66
EAZY PACK N SHIP	7074	12/14/2021	690-4840-62880	Personal Protective Equipm	SHIPPING CHARGES - PE HI		18.85
EAZY PACK N SHIP	7076	12/14/2021	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE		69.66
EAZY PACK N SHIP	7397	01/05/2022	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE		89.77

Council Approval Register

Packet: APPKT00231 - 02/15/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
EAZY PACK N SHIP	7651	01/26/2022	620-4840-62170	Field Supplies	SHIPPING CHARGES - STATE		217.80
Vendor EAZY PACK N SHIP Total:							410.74
Vendor: EVANS SCRAP AND STEEL INC							
EVANS SCRAP AND STEEL IN	20221046	01/18/2022	620-4850-62210	Equipment Maint & Repair	MATERIALS - CAT BACKHOE		2,295.92
EVANS SCRAP AND STEEL IN	20221065	01/25/2022	100-4315-62240	Department Maint & Repair	steel		86.00
Vendor EVANS SCRAP AND STEEL INC Total:							2,381.92
Vendor: FALLS TOWING LLC							
FALLS TOWING LLC	17717	01/20/2022	100-4210-62990	Misc. Operating Expense	TOWING CHARGES - #22500		185.00
Vendor FALLS TOWING LLC Total:							185.00
Vendor: FLEET SUPPLY							
FLEET SUPPLY	118499	01/06/2022	690-4840-62990	Misc. Operating Expense	PUMP - WASHBAY SOAP		34.99
FLEET SUPPLY	119118	01/26/2022	620-4850-62210	Equipment Maint & Repair	ANTI FREEZE - MCGLAUGHL		17.56
FLEET SUPPLY	119192	01/28/2022	680-4840-62120	Gas-Oil-Lube	ANTI FREEZE - MCGLAUGHL		30.73
FLEET SUPPLY	8983	01/05/2022	690-4840-62880	Personal Protective Equipm	PPE - D NARLOCK		149.59
FLEET SUPPLY	9088	01/11/2022	620-4840-62990	Misc. Operating Expense	CARB CLEANER / HAMMER		39.17
FLEET SUPPLY	9100	01/12/2022	690-4840-62880	Personal Protective Equipm	PPE - L SKIBICKI		107.09
FLEET SUPPLY	9355	01/26/2022	690-4840-62880	Personal Protective Equipm	FR PPE - M NELSON		170.82
FLEET SUPPLY	9393	01/28/2022	680-4840-62120	Gas-Oil-Lube	ANTIFREEZE - MCGLAUGHLI		8.78
Vendor FLEET SUPPLY Total:							558.73
Vendor: GALAXIE AUTO & TRAILER SALES							
GALAXIE AUTO & TRAILER S	20757	02/02/2022	690-4850-62210	Equipment Maint & Repair	TRAILER #1545 PLUG IN		11.07
Vendor GALAXIE AUTO & TRAILER SALES Total:							11.07
Vendor: GALLS LLC							
GALLS LLC	020219430	01/17/2022	100-4210-62880	Personal Protective Equipm	TROUSER INNER BELT		32.33
Vendor GALLS LLC Total:							32.33
Vendor: GOPHER STATE ONE CALL							
GOPHER STATE ONE CALL	2000781	01/31/2022	690-4850-62360	Distribution Maint	2022 FACILITY OPERATOR F		50.00
GOPHER STATE ONE CALL	2010782	01/31/2022	690-4850-62360	Distribution Maint	BILLABLE LOCATES - JAN 20		2.70
Vendor GOPHER STATE ONE CALL Total:							52.70
Vendor: GRAINGER INC							
GRAINGER INC	9174394529	01/11/2022	620-4850-62230	Building Maint & Repair	FILTERS - HVAC		124.80
Vendor GRAINGER INC Total:							124.80
Vendor: GRAYMONT WESTERN CANADA INC							
GRAYMONT WESTERN CAN	374917	02/03/2022	620-4840-62160	Chemicals	BULK PEBBLED QUICKLIME		7,345.18
Vendor GRAYMONT WESTERN CANADA INC Total:							7,345.18
Vendor: GUARDIAN PEST SOLUTIONS INC							
GUARDIAN PEST SOLUTION	2317068	01/13/2022	690-4890-63030	Contracts Expense	RODENT CONTROL PRGM -		55.00
Vendor GUARDIAN PEST SOLUTIONS INC Total:							55.00

Council Approval Register

Packet: APPKT00231 - 02/15/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: H & L MESABI COMPANY							
H & L MESABI COMPANY	41660	01/06/2022	100-4312-62210	Equipment Maint & Repair	CARBIDE BLADE		808.57
Vendor H & L MESABI COMPANY Total:							808.57
Vendor: HAWKINS INC							
HAWKINS INC	6095978	01/03/2022	620-4840-62160	Chemicals	CHEMICALS		2,018.28
Vendor HAWKINS INC Total:							2,018.28
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH	1200399043	01/04/2022	670-4890-63030	Contracts Expense	PROF SRVCS - DEC 2021 CHI		1,188.24
Vendor HDR ENGINEERING INC - CHICAGO Total:							1,188.24
Vendor: HUGOS #7							
HUGOS #7	4	02/04/2022	610-4890-64900	Civic Events	WATER DONATION - LHS AL		24.95
Vendor HUGOS #7 Total:							24.95
Vendor: IHLE SPARBY AND HAASE PA							
IHLE SPARBY AND HAASE PA	2031	01/13/2022	100-4160-63040	Legal Fees	QUIT CLAIM & RECORDING		218.65
IHLE SPARBY AND HAASE PA	2061	02/01/2022	100-4160-63040	Legal Fees	CRIMINAL SERVICES - JAN 2		5,095.00
IHLE SPARBY AND HAASE PA	2062	02/01/2022	100-4160-63040	Legal Fees	CONTRACT SERVICES - JAN		2,525.00
Vendor IHLE SPARBY AND HAASE PA Total:							7,838.65
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUTI	3605791	12/30/2021	100-4150-62010	Office Supplies	TONER / LAMINATING POU		47.58
INNOVATIVE OFFICE SOLUTI	3605791	12/30/2021	100-4670-62010	Office Supplies	TONER / LAMINATING POU		39.19
INNOVATIVE OFFICE SOLUTI	3606919	12/31/2021	690-4840-62010	Office Supplies	APPT BOOK		69.00
INNOVATIVE OFFICE SOLUTI	3627399	01/17/2022	100-4670-62010	Office Supplies	TONER / PENS		31.09
INNOVATIVE OFFICE SOLUTI	3627399	01/17/2022	610-4840-62010	Office Supplies	TONER / PENS		82.73
Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:							269.59
Vendor: JDM INC							
JDM INC	R38495	11/17/2021	100-4670-53211	Alcoholic Beverages	REFUND - LIQUOR LICENSE		100.00
JDM INC	R38495	11/17/2021	100-4670-53212	Cigarette	REFUND TOBACCO LICENSE		150.00
Vendor JDM INC Total:							250.00
Vendor: JEFFREY A OLSON							
JEFFREY A OLSON	1831i	02/02/2022	620-4890-64190	Rentals/Leases	DIGGING SERVICES - WATER		1,200.00
JEFFREY A OLSON	1831i	02/02/2022	680-4890-64190	Rentals/Leases	DIGGING SERVICES - WATER		1,200.00
Vendor JEFFREY A OLSON Total:							2,400.00
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU	1974640	01/17/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		6,620.48
JOHNSON BROTHERS LIQU	1974641	01/17/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		4,895.95
JOHNSON BROTHERS LIQU	1974642	01/17/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		210.00
JOHNSON BROTHERS LIQU	1974643	01/17/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		74.00
JOHNSON BROTHERS LIQU	1982744	01/31/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		12,424.46
JOHNSON BROTHERS LIQU	1982745	01/31/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		3,305.97
JOHNSON BROTHERS LIQU	1982746	01/31/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		2,387.24
Vendor JOHNSON BROTHERS LIQUOR Total:							29,918.10

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: L & M SUPPLY INC							
L & M SUPPLY INC	1795109	01/10/2022	690-4840-62990	Misc. Operating Expense	12V 8 AMP BATTERY		19.99
L & M SUPPLY INC	1796140	01/12/2022	100-4312-62210	Equipment Maint & Repair	DIESEL ADDITIVE		26.97
L & M SUPPLY INC	1796235	01/12/2022	100-4312-62240	Department Maint & Repair	WELDING CLAMP		47.98
L & M SUPPLY INC	1800378	01/20/2022	620-4850-62200	System Expense	THERMAL SHELTER - HYDRA		299.99
L & M SUPPLY INC	1802502	01/24/2022	690-4850-62350	Power Plant/Dam Maint	DOOR REINFORCER		15.99
L & M SUPPLY INC	1802604	01/24/2022	690-4850-62350	Power Plant/Dam Maint	DOOR LOCKSETS (2)		288.54
L & M SUPPLY INC	1802676	01/24/2022	680-4850-62220	Lift Station and Pond Maint	12V BATTERY - LIFT 9 RPR		24.99
L & M SUPPLY INC	1802968	01/25/2022	690-4850-62350	Power Plant/Dam Maint	MATERIALS - RPR DOOR LO		14.38
L & M SUPPLY INC	1804945	01/27/2022	690-4840-62990	Misc. Operating Expense	SAWZALL BLADES		39.98
Vendor L & M SUPPLY INC Total:							778.81
Vendor: LEAGUE OF MINNESOTA CITIES							
LEAGUE OF MINNESOTA CIT	356163	01/02/2022	100-4210-63320	Training Expense	PATROL - ONLINE TRAINING		1,440.00
Vendor LEAGUE OF MINNESOTA CITIES Total:							1,440.00
Vendor: M M U A							
M M U A	58744	01/06/2022	690-4890-64330	Dues and Subscriptions	2022 ELECTRIC UTILITY ME		27,369.00
M M U A	58976	01/19/2022	100-4150-64410	Safety Training	1ST QTR 2022 JOB TRNG &		301.30
M M U A	58976	01/19/2022	100-4194-64410	Safety Training	1ST QTR 2022 JOB TRNG &		60.26
M M U A	58976	01/19/2022	100-4210-64410	Safety Training	1ST QTR 2022 JOB TRNG &		1,024.28
M M U A	58976	01/19/2022	100-4220-64410	Safety Training	1ST QTR 2022 JOB TRNG &		421.76
M M U A	58976	01/19/2022	100-4240-64410	Safety Training	1ST QTR 2022 JOB TRNG &		60.26
M M U A	58976	01/19/2022	100-4312-64410	Safety Training	1ST QTR 2022 JOB TRNG &		436.99
M M U A	58976	01/19/2022	100-4315-64410	Safety Training	1ST QTR 2022 JOB TRNG &		436.99
M M U A	58976	01/19/2022	100-4510-64410	Safety Training	1ST QTR 2022 JOB TRNG &		300.19
M M U A	58976	01/19/2022	100-4650-64410	Safety Training	1ST QTR 2022 JOB TRNG &		180.74
M M U A	58976	01/19/2022	610-4890-64410	Safety Training	1ST QTR 2022 JOB TRNG &		301.28
M M U A	58976	01/19/2022	620-4890-64410	Safety Training	1ST QTR 2022 JOB TRNG &		271.30
M M U A	58976	01/19/2022	660-24000	Clearing Account	1ST QTR 2022 JOB TRNG &		240.97
M M U A	58976	01/19/2022	680-4890-64410	Safety Training	1ST QTR 2022 JOB TRNG &		271.13
M M U A	58976	01/19/2022	690-4890-64330	Dues and Subscriptions	1ST QTR 2022 JOB TRNG &		750.00
M M U A	58976	01/19/2022	690-4890-64410	Safety Training	1ST QTR 2022 JOB TRNG &		1,205.05
Vendor M M U A Total:							33,631.50
Vendor: MARCO TECHNOLOGIES LLC							
MARCO TECHNOLOGIES LLC	9511811	01/07/2022	690-4890-63030	Contracts Expense	COPIER CONTRACT - JAN 20		69.70
MARCO TECHNOLOGIES LLC	9573903	01/26/2022	690-4890-63030	Contracts Expense	COPIER CONTRACT - JAN 20		74.07
Vendor MARCO TECHNOLOGIES LLC Total:							143.77
Vendor: MARK BORSETH							
MARK BORSETH	2022-1	01/31/2022	100-4650-63030	Contracts Expense	PLANNING & ZONING SERVI		2,587.50
Vendor MARK BORSETH Total:							2,587.50
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	639502	01/04/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		8,345.83
MC KINNON COMPANY INC	639502	01/04/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		211.20

Council Approval Register

Packet: APPKT00231 - 02/15/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MC KINNON COMPANY INC	640165	01/07/2022	610-4810-62520	Beer for Resale	BEER CREDIT		-11.61
MC KINNON COMPANY INC	640165	01/07/2022	610-4810-62530	Wine for Resale	WINE CREDIT		-3.20
MC KINNON COMPANY INC	640166	01/07/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		5,084.30
MC KINNON COMPANY INC	640166	01/07/2022	610-4810-62520	Beer for Resale	WINE PURCHASE		105.00
MC KINNON COMPANY INC	640209	01/07/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		185.00
MC KINNON COMPANY INC	640421	01/11/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		4,704.30
MC KINNON COMPANY INC	640421	01/11/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		84.80
MC KINNON COMPANY INC	641325	01/14/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		4,592.61
MC KINNON COMPANY INC	641496	01/18/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		4,890.93
MC KINNON COMPANY INC	642236	01/21/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		9,422.30
MC KINNON COMPANY INC	642306	01/21/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		81.00
MC KINNON COMPANY INC	642469	01/25/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		16,697.35
MC KINNON COMPANY INC	643261	01/28/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		10,989.20
MC KINNON COMPANY INC	6950000036	01/28/2022	610-4810-62520	Beer for Resale	BEER CREDIT		-38.20
Vendor MC KINNON COMPANY INC Total:							65,340.81
Vendor: MID-STATES ORGANIZED CRIME INF							
MID-STATES ORGANIZED CR	43038-646	01/03/2022	100-4210-64330	Dues and Subscriptions	MOCIC 2022 MEMBERSHIP		150.00
Vendor MID-STATES ORGANIZED CRIME INF Total:							150.00
Vendor: MJ ARCHITECTURAL STUDIOS INC							
MJ ARCHITECTURAL STUDI	2022004	01/31/2022	520-4680-65920	Work in Process - Eng/Arch	DESIGN SERVICES - HOMCC		8,204.40
Vendor MJ ARCHITECTURAL STUDIOS INC Total:							8,204.40
Vendor: MN DNR ECOLOGICAL AND WATER RESOURCES							
MN DNR ECOLOGICAL AND	2022 - 1984-1240	02/08/2022	620-4890-64370	Taxes and Licenses	ANNUAL WATER PERMIT FE		3,270.87
Vendor MN DNR ECOLOGICAL AND WATER RESOURCES Total:							3,270.87
Vendor: MN DPT OF PUBLIC SAFETY							
MN DPT OF PUBLIC SAFETY	M-120675	01/20/2022	620-4890-64370	Taxes and Licenses	2022 HAZARDOUS MATERIA		100.00
Vendor MN DPT OF PUBLIC SAFETY Total:							100.00
Vendor: MN STATE FIRE CHIEFS ASSOC							
MN STATE FIRE CHIEFS ASS	2022 DUES	01/01/2022	100-4220-64330	Dues and Subscriptions	2022 MEMBERSHIP RENEW		100.00
Vendor MN STATE FIRE CHIEFS ASSOC Total:							100.00
Vendor: MORRIS ELECTRONICS INC							
MORRIS ELECTRONICS INC	20165373	12/21/2021	100-4192-63020	Computer Maintenance & li	CONSULTING		40.00
MORRIS ELECTRONICS INC	20165511	12/30/2021	100-4192-63020	Computer Maintenance & li	SERVICE WORK		807.50
MORRIS ELECTRONICS INC	2016573.9	01/17/2022	100-4192-63020	Computer Maintenance & li	SERVICE WORK		665.00
MORRIS ELECTRONICS INC	20165799	01/20/2022	100-4192-63020	Computer Maintenance & li	SERVICE WORK		95.00
Vendor MORRIS ELECTRONICS INC Total:							1,607.50
Vendor: N A P A AUTO PARTS THF RVR FL							
N A P A AUTO PARTS THF R	710171	01/04/2022	690-4850-62210	Equipment Maint & Repair	BATTERY - #113		125.75
N A P A AUTO PARTS THF R	710191	01/04/2022	100-4315-62210	Equipment Maint & Repair	FUEL FILTERS		99.10
N A P A AUTO PARTS THF R	710627	01/14/2022	100-4315-62210	Equipment Maint & Repair	BRAKE		67.49
N A P A AUTO PARTS THF R	710676	01/18/2022	100-4312-62210	Equipment Maint & Repair	BRAKE		157.98

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
N A P A AUTO PARTS THF R	710717	01/19/2022	100-4312-62240	Department Maint & Repair	HARDWARE		16.25
N A P A AUTO PARTS THF R	710719	01/19/2022	100-4315-62210	Equipment Maint & Repair	BULB		7.49
N A P A AUTO PARTS THF R	710764	01/20/2022	100-4312-62210	Equipment Maint & Repair	SENSOR		113.99
N A P A AUTO PARTS THF R	710782	01/20/2022	100-4312-62210	Equipment Maint & Repair	PRESSURE GAUGE		87.49
N A P A AUTO PARTS THF R	710846	01/21/2022	100-4510-62210	Equipment Maint & Repair	BULB		11.49
N A P A AUTO PARTS THF R	711007	01/28/2022	100-4315-62210	Equipment Maint & Repair	FOG LAMP		29.96
Vendor: NELSON EQUIPMENT OF T R F INC							716.99
NELSON EQUIPMENT OF T	128535	02/04/2022	100-4312-62210	Equipment Maint & Repair	FITTINGS		20.11
Vendor: NELSON INTERNATIONAL - E G F							20.11
NELSON INTERNATIONAL -	105050592 01	01/20/2022	100-4315-62210	Equipment Maint & Repair	IGN SWITCH HSG / IGN CYL		78.72
NELSON INTERNATIONAL -	105050592 02	01/21/2022	100-4315-62210	Equipment Maint & Repair	CYLINDER		111.65
Vendor: NORTH RISK PARTNERS LLC							190.37
NORTH RISK PARTNERS LLC	4967499	01/01/2022	100-4670-63010	Auditing Services	TRAVEL/ACCIDENT POLICY		190.00
NORTH RISK PARTNERS LLC	4967499	01/01/2022	610-4870-63610	Insurance Expense	TRAVEL/ACCIDENT POLICY		190.00
NORTH RISK PARTNERS LLC	4967499	01/01/2022	620-4870-63610	Insurance Expense	TRAVEL/ACCIDENT POLICY		190.00
NORTH RISK PARTNERS LLC	4967499	01/01/2022	680-4870-63610	Insurance Expense	TRAVEL/ACCIDENT POLICY		190.00
NORTH RISK PARTNERS LLC	4967499	01/01/2022	690-4870-63610	Insurance Expense	TRAVEL/ACCIDENT POLICY		190.00
Vendor: NORTH RISK PARTNERS LLC Total:							950.00
Vendor: NORTHDAL OIL INC							
NORTHDAL OIL INC	4130	01/13/2022	620-4840-62990	Misc. Operating Expense	CAR WASHES		32.01
Vendor: NORTHDAL OIL INC Total:							32.01
Vendor: NORTHERN BALANCE AND SCALE INC							
NORTHERN BALANCE AND S	128557	01/21/2022	620-4840-62170	Field Supplies	SRVC & CALIBRATE BALANC		182.00
Vendor: NORTHERN BALANCE AND SCALE INC Total:							182.00
Vendor: NORTHERN EXPOSURE ADVERTISING							
NORTHERN EXPOSURE ADV	2022	02/09/2022	610-4880-63490	Advertising	ADVERTISING - MAP DIRECT		140.00
Vendor: NORTHERN EXPOSURE ADVERTISING Total:							140.00
Vendor: NORTHERN MOTORS INC							
NORTHERN MOTORS INC	6010759	01/26/2022	100-4210-62210	Equipment Maint & Repair	FLUSHED HEATER CORE - '1		64.80
Vendor: NORTHERN MOTORS INC Total:							64.80
Vendor: NORTHERN STATE BANK							
NORTHERN STATE BANK	JAN 2022	01/31/2022	100-4150-63030	Contracts Expense	MONTHLY SERVICE CHARGE		300.11
Vendor: NORTHERN STATE BANK Total:							300.11
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COO	5863	02/02/2022	100-4670-64330	Dues and Subscriptions	CCOGA MEMBERSHIP DUES		250.00
Vendor: NORTHWEST SERVICE COOPERATIVE Total:							250.00

Council Approval Register

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: NOW MICRO INC							
NOW MICRO INC	526525	01/24/2022	630-4840-62420	Computer Equipment	REA COMPUTERS	Vendor NOW MICRO INC Total:	1,704.00
							1,704.00
Vendor: PENNINGTON FAST LUBE INC							
PENNINGTON FAST LUBE IN	44058	01/05/2022	100-4210-62210	Equipment Maint & Repair	WIPERS	Vendor PENNINGTON FAST LUBE INC Total:	30.00
							30.00
Vendor: PETERSON LUMBER COMPANY							
PETERSON LUMBER COMPA	2201-024937	01/10/2022	680-4850-62200	System Expense	CONCRETE MIX - SEWER RE	Vendor PETERSON LUMBER COMPANY Total:	26.74
							26.74
Vendor: PURDY'S SHOE STORE INC							
PURDY'S SHOE STORE INC	186520	01/24/2022	100-4220-62890	Uniforms/ID Clothing	UNIFORM PANTS	Vendor PURDY'S SHOE STORE INC Total:	56.00
							56.00
Vendor: RESCO							
RESCO	831667-02	02/02/2022	690-14100	Inventory - Materials	3 - POS MODULE 200 AMP	Vendor RESCO Total:	1,270.64
							1,270.64
Vendor: RMB ENVIRONMENTAL LAB INC							
RMB ENVIRONMENTAL LAB	D025859	01/06/2022	620-4840-62170	Field Supplies	LAB ANALYSIS - STATE SAMP	Vendor RMB ENVIRONMENTAL LAB INC Total:	170.00
							170.00
Vendor: SANFORD HEALTH							
SANFORD HEALTH	313290045	01/04/2022	100-4210-63120	Lab Tests	BLOOD DRAW	Vendor SANFORD HEALTH Total:	59.00
							59.00
Vendor: SJOBERG'S							
SJOBERG'S	FEB 2022	02/10/2022	100-4192-63020	Computer Maintenance & li	MONTHLY SERVICE - FEB 20		82.05
SJOBERG'S	FEB 2022	02/10/2022	100-4192-63020	Computer Maintenance & li	MONTHLY SERVICE - FEB 20		225.00
SJOBERG'S	FEB 2022	02/10/2022	100-4220-63020	Computer Maintenance & li	MONTHLY SERVICE - FEB 20		49.95
SJOBERG'S	FEB 2022	02/10/2022	100-4312-63020	Computer Maintenance & li	MONTHLY SERVICE - FEB 20		56.95
SJOBERG'S	FEB 2022	02/10/2022	100-4510-63210	Communication Expense	MONTHLY SERVICE - FEB 20		104.50
SJOBERG'S	FEB 2022	02/10/2022	100-4560-63210	Communication Expense	MONTHLY SERVICE - FEB 20		40.54
SJOBERG'S	FEB 2022	02/10/2022	610-4890-63020	Computer Maintenance & li	MONTHLY SERVICE - FEB 20		56.95
SJOBERG'S	FEB 2022	02/10/2022	620-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20		25.99
SJOBERG'S	FEB 2022	02/10/2022	620-4890-63020	Computer Maintenance & li	MONTHLY SERVICE - FEB 20		49.95
SJOBERG'S	FEB 2022	02/10/2022	680-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20		475.00
SJOBERG'S	FEB 2022	02/10/2022	680-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20		85.50
SJOBERG'S	FEB 2022	02/10/2022	690-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20		142.50
SJOBERG'S	FEB 2022	02/10/2022	690-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20		35.05
SJOBERG'S	FEB 2022	02/10/2022	690-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 20		142.50
SJOBERG'S	FEB 2022	02/10/2022	690-4890-63020	Computer Maintenance & li	MONTHLY SERVICE - FEB 20		49.95
SJOBERG'S	FEB 2022	02/10/2022	690-4890-63020	Computer Maintenance & li	MONTHLY SERVICE - FEB 20		225.00
SJOBERG'S	FEB 2022	02/10/2022	690-4890-63020	Computer Maintenance & li	MONTHLY SERVICE - FEB 20		49.95
SJOBERG'S	FEB 2022	02/10/2022	690-4890-63020	Computer Maintenance & li	MONTHLY SERVICE - FEB 20	Vendor SJOBERG'S Total:	88.57
							1,985.90

Council Approval Register

Packet: APPKT00231 - 02/15/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ST HILAIRE SUPPLY COMPANY							
ST HILAIRE SUPPLY COMPA	363675	01/14/2022	100-4510-62240	Department Maint & Repair	SEWER AUGER		77.76
ST HILAIRE SUPPLY COMPA	364492	01/06/2022	690-4840-62990	Misc. Operating Expense	FURNACE FILTER		75.15
ST HILAIRE SUPPLY COMPA	365701	01/26/2022	680-4850-62210	Equipment Maint & Repair	SEWER AUGER REPAIR		50.20
Vendor ST HILAIRE SUPPLY COMPANY Total:							203.11
Vendor: STANDARD & POORS FINANCIAL SVC							
STANDARD & POORS FINAN	11429339	02/04/2022	690-4710-66210	Analysis Services	2022 ANALYTICAL SERVICES		2,500.00
Vendor STANDARD & POORS FINANCIAL SVC Total:							2,500.00
Vendor: STUART C IRBY CO							
STUART C IRBY CO	5012745129.003	01/05/2022	690-14100	Inventory - Materials	150/55 HPS LAMP		200.07
STUART C IRBY CO	5012792089.001	01/03/2022	690-14100	Inventory - Materials	150/55 HPS LAMP		344.74
Vendor STUART C IRBY CO Total:							544.81
Vendor: TEAM LABORATORY CHEMICAL LLC							
TEAM LABORATORY CHEMI	28969	01/20/2022	680-4840-62160	Chemicals	LIFT #10 PRETREATMENT C		4,405.00
Vendor TEAM LABORATORY CHEMICAL LLC Total:							4,405.00
Vendor: TENNANT SALES AND SERVICE COMPANY							
TENNANT SALES AND SERVI	918472103	01/26/2022	690-4850-62210	Equipment Maint & Repair	BATTERIES - SCRUB MACHI		1,471.18
Vendor TENNANT SALES AND SERVICE COMPANY Total:							1,471.18
Vendor: THIEF RIVER FORD INC							
THIEF RIVER FORD INC	163578	01/06/2022	100-4210-62120	Gas-Oil-Lube	TIMING CHAIN / SOLENOID		5,024.10
THIEF RIVER FORD INC	163578	01/06/2022	100-4210-62210	Equipment Maint & Repair	OIL CHANGE		51.25
THIEF RIVER FORD INC	163769	01/12/2022	100-4210-62210	Equipment Maint & Repair	ALTERNATOR / DRIVE BELT		1,120.86
THIEF RIVER FORD INC	163782	01/13/2022	100-4210-62210	Equipment Maint & Repair	RADIATOR / WINDSHIELD M		1,345.78
THIEF RIVER FORD INC	163888	01/13/2022	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		54.72
Vendor THIEF RIVER FORD INC Total:							7,596.71
Vendor: TRENT EDWARD COLLINS							
TRENT EDWARD COLLINS	287605	01/13/2022	100-4240-63030	Contracts Expense	SIDEWALK SNOW REMOVAL		375.00
Vendor TRENT EDWARD COLLINS Total:							375.00
Vendor: TYLER TECHNOLOGIES INC							
TYLER TECHNOLOGIES INC	025366597	01/31/2022	500-4680-65900	Work in Process-Constructi	METER DATA SYNC, CONFIG		455.00
TYLER TECHNOLOGIES INC	025-366827	01/31/2022	500-4680-65900	Work in Process-Constructi	ENERGOV IMPLEMENTATIO		195.00
Vendor TYLER TECHNOLOGIES INC Total:							650.00
Vendor: ULINE							
ULINE	143959715	01/19/2022	690-4840-62990	Misc. Operating Expense	SHOP SUPPLIES		295.21
ULINE	144219508	01/25/2022	690-4840-62990	Misc. Operating Expense	CLEANING / OFFICE SUPPIE		376.14
Vendor ULINE Total:							671.35
Vendor: UNIVERSAL SCREENPRINT							
UNIVERSAL SCREENPRINT	41220	01/17/2022	100-4150-63590	Printing & Publications	TAXI DECALS		32.00
UNIVERSAL SCREENPRINT	41228	01/18/2022	100-4210-62990	Misc. Operating Expense	OFFICER OF THE YEAR PLAQ		50.00
Vendor UNIVERSAL SCREENPRINT Total:							82.00

Council Approval Register

Packet: APPKT00231 - 02/15/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: USA BLUEBOOK							
USA BLUEBOOK	842447	01/11/2022	680-4850-62220	Lift Station and Pond Maint	CHART PAPER - LIFT #7		49.43
						Vendor USA BLUEBOOK Total:	49.43
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	21X00256	01/31/2022	100-4315-63030	Contracts Expense	DOWNTOWN APT COLLECTI		162.50
						Vendor WASTE MASTERS LLC Total:	162.50
Vendor: WESTSIDE MOTORS OF TRF INC							
WESTSIDE MOTORS OF TRF	16361	12/29/2021	680-4850-62210	Equipment Maint & Repair	SOLENOID - '15 DODGE		1,274.00
WESTSIDE MOTORS OF TRF	16653	01/19/2022	620-4840-62120	Gas-Oil-Lube	OIL CHANGE - '21 RAM VAN		61.66
						Vendor WESTSIDE MOTORS OF TRF INC Total:	1,335.66
Vendor: WIDSETH SMITH NOLTING ASC INC							
WIDSETH SMITH NOLTING	214606	02/10/2022	510-4680-65920	Work in Process - Eng/Arch	PROF SRVCS - 2021 ST IMP		260.00
						Vendor WIDSETH SMITH NOLTING ASC INC Total:	260.00
						Grand Total:	251,879.46

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	37,716.46
500 - 2019 SOFTWARE PROJECT	650.00
510 - 2021 ST AND UTILITY PROJECT	260.00
520 - 2018 ARENA PROJECT	8,204.40
560 - WASTE WATER FORCE MAIN	820.00
610 - LIQUOR DISPENSARY	118,087.00
620 - WATER UTILITY FUND	33,763.52
630 - ARENAS - VENUWORKS	1,704.00
660 - AIRPORT FUND	240.97
670 - STORM WATER UTILITY FUND	1,188.24
680 - WASTEWATER UTILITY FUND	9,729.90
690 - ELECTRIC UTILITY FUND	39,514.97
Grand Total:	251,879.46

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62010	Office Supplies	47.58
100-4150-63030	Contracts Expense	300.11
100-4150-63590	Printing & Publications	32.00
100-4150-64410	Safety Training	301.30
100-4160-63040	Legal Fees	7,838.65
100-4192-63020	Computer Maintenance	2,052.05
100-4194-64410	Safety Training	60.26
100-4210-62120	Gas-Oil-Lube	5,078.82
100-4210-62210	Equipment Maint & Rep	2,612.69
100-4210-62880	Personal Protective Equi	32.33
100-4210-62990	Misc. Operating Expense	235.00
100-4210-63120	Lab Tests	59.00
100-4210-63320	Training Expense	1,440.00
100-4210-64330	Dues and Subscriptions	150.00
100-4210-64410	Safety Training	1,024.28
100-4220-62210	Equipment Maint & Rep	116.29
100-4220-62400	Small Tools and Minor E	1,100.00
100-4220-62890	Uniforms/ID Clothing	56.00
100-4220-63020	Computer Maintenance	49.95
100-4220-64330	Dues and Subscriptions	100.00
100-4220-64410	Safety Training	421.76
100-4240-63030	Contracts Expense	375.00
100-4240-64410	Safety Training	60.26
100-4312-62120	Gas-Oil-Lube	76.93
100-4312-62210	Equipment Maint & Rep	1,269.08
100-4312-62240	Department Maint & Re	129.30

Account Summary

Account Number	Account Name	Expense Amount
100-4312-63020	Computer Maintenance	56.95
100-4312-63030	Contracts Expense	6,490.00
100-4312-64410	Safety Training	436.99
100-4315-62120	Gas-Oil-Lube	19.88
100-4315-62210	Equipment Maint & Rep	637.26
100-4315-62240	Department Maint & Re	109.98
100-4315-63030	Contracts Expense	162.50
100-4315-64410	Safety Training	436.99
100-4510-62010	Office Supplies	37.90
100-4510-62210	Equipment Maint & Rep	15.88
100-4510-62240	Department Maint & Re	77.76
100-4510-63210	Communication Expense	104.50
100-4510-64410	Safety Training	300.19
100-4550-62230	Building Maint & Repair	13.98
100-4560-62230	Building Maint & Repair	48.00
100-4560-63210	Communication Expense	40.54
100-4650-63030	Contracts Expense	2,587.50
100-4650-64410	Safety Training	180.74
100-4670-53211	Alcoholic Beverages	100.00
100-4670-53212	Cigarette	150.00
100-4670-62010	Office Supplies	70.28
100-4670-62990	Misc. Operating Expense	180.00
100-4670-63010	Auditing Services	190.00
100-4670-64330	Dues and Subscriptions	250.00
500-4680-65900	Work in Process-Constru	650.00
510-4680-65920	Work in Process - Eng/Ar	260.00
520-4680-65920	Work in Process - Eng/Ar	8,204.40
560-4680-65920	Work in Process - Eng/Ar	820.00
610-4810-62510	Liquor for Resale	35,139.21
610-4810-62520	Beer for Resale	68,668.11
610-4810-62530	Wine for Resale	10,797.16
610-4810-62540	Soft Drinks/Mix for Resal	1,092.58
610-4810-62590	Misc. Mdse for Resale	1,542.38
610-4810-62610	Freight In (Liquor)	18.00
610-4840-62010	Office Supplies	82.73
610-4850-62210	Equipment Maint & Rep	33.65
610-4870-63610	Insurance Expense	190.00
610-4880-63490	Advertising	140.00
610-4890-63020	Computer Maintenance	56.95
610-4890-64410	Safety Training	301.28
610-4890-64900	Civic Events	24.95
620-4830-63210	Communication Expense	25.99

Account Summary

Account Number	Account Name	Expense Amount
620-4840-62120	Gas-Oil-Lube	61.66
620-4840-62160	Chemicals	22,304.62
620-4840-62170	Field Supplies	729.23
620-4840-62990	Misc. Operating Expense	169.64
620-4850-62200	System Expense	299.99
620-4850-62210	Equipment Maint & Rep	2,313.48
620-4850-62230	Building Maint & Repair	136.79
620-4870-63610	Insurance Expense	190.00
620-4890-63020	Computer Maintenance	49.95
620-4890-63110	Consulting Fees	2,640.00
620-4890-64190	Rentals/Leases	1,200.00
620-4890-64370	Taxes and Licenses	3,370.87
620-4890-64410	Safety Training	271.30
630-4840-62420	Computer Equipment	1,704.00
660-24000	Clearing Account	240.97
670-4890-63030	Contracts Expense	1,188.24
680-4830-63210	Communication Expense	560.50
680-4840-62120	Gas-Oil-Lube	182.44
680-4840-62160	Chemicals	4,405.00
680-4840-62170	Field Supplies	14.66
680-4850-62200	System Expense	26.74
680-4850-62210	Equipment Maint & Rep	1,628.17
680-4850-62220	Lift Station and Pond Ma	107.51
680-4870-63610	Insurance Expense	190.00
680-4890-63110	Consulting Fees	1,143.75
680-4890-64190	Rentals/Leases	1,200.00
680-4890-64410	Safety Training	271.13
690-14100	Inventory - Materials	1,815.45
690-4710-66210	Analysis Services	2,500.00
690-4830-63210	Communication Expense	320.05
690-4840-62010	Office Supplies	69.00
690-4840-62880	Personal Protective Equi	1,734.42
690-4840-62990	Misc. Operating Expense	946.27
690-4850-62210	Equipment Maint & Rep	1,608.00
690-4850-62350	Power Plant/Dam Maint	342.79
690-4850-62360	Distribution Maint	52.70
690-4870-63610	Insurance Expense	190.00
690-4890-63020	Computer Maintenance	413.47
690-4890-63030	Contracts Expense	198.77
690-4890-64330	Dues and Subscriptions	28,119.00

Account Summary

Account Number	Account Name	Expense Amount
690-4890-64410	Safety Training	1,205.05
Grand Total:		251,879.46

Project Account Summary

Project Account Key	Expense Amount
None	251,879.46
Grand Total:	251,879.46



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00233 - PYPKT00451 - 2022 02 10 #3 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: FURTHER - H S A							
FURTHER - H S A	INV0000306	02/10/2022	740-24000	Clearing Account	HSA		364.76
						Vendor FURTHER - H S A Total:	364.76
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVIC	INV0000314	02/10/2022	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		18,772.60
INTERNAL REVENUE SERVIC	INV0000314	02/10/2022	740-20150	Payroll Taxes Payable	FED W/H		20,383.91
INTERNAL REVENUE SERVIC	INV0000314	02/10/2022	740-20150	Payroll Taxes Payable	MEDICARE		6,296.84
						Vendor INTERNAL REVENUE SERVICE Total:	45,453.35
Vendor: LAW ENFORCEMENT LABOR SERVICES							
LAW ENFORCEMENT LABOR	INV0000307	02/10/2022	740-24000	Clearing Account	LELS Dues February		910.00
						Vendor LAW ENFORCEMENT LABOR SERVICES Total:	910.00
Vendor: M M U A							
M M U A	INV0000315	02/10/2022	100-4220-62990	Misc. Operating Expense	Drug/Alcohol Testing		75.00
						Vendor M M U A Total:	75.00
Vendor: MESSERLI KRAMER PA							
MESSERLI KRAMER PA	INV0000310	02/10/2022	740-24000	Clearing Account	Garnishment		301.89
						Vendor MESSERLI KRAMER PA Total:	301.89
Vendor: MN DPT OF HUMAN SERVICES							
MN DPT OF HUMAN SERVIC	INV0000309	02/10/2022	740-24000	Clearing Account	Garnishment		195.65
						Vendor MN DPT OF HUMAN SERVICES Total:	195.65
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT	INV0000313	02/10/2022	740-20160	State Withholding	State W/H Tax		9,657.15
						Vendor MN DPT OF REVENUE - WITHHOLDING Total:	9,657.15
Vendor: NCPERS GROUP LIFE INSURANCE							
NCPERS GROUP LIFE INSUR	INV0000308	02/10/2022	740-24000	Clearing Account	PLIFE		272.00
						Vendor NCPERS GROUP LIFE INSURANCE Total:	272.00
Vendor: P E R A OF MN							
P E R A OF MN	INV0000312	02/10/2022	740-20180	PERA Payable	PERA EE/ER P&F		20,031.73
P E R A OF MN	INV0000312	02/10/2022	740-20180	PERA Payable	PERA EE/ER COORD		22,254.39
						Vendor P E R A OF MN Total:	42,286.12
Vendor: RITEWAY BUSINESS FORMS &							
RITEWAY BUSINESS FORMS	INV0000316	02/10/2022	100-4150-62010	Office Supplies	W-2 Forms/Envelopes		150.17
						Vendor RITEWAY BUSINESS FORMS & Total:	150.17

Council Approval Register

Packet: APPKT00233 - PYPKT00451 - 2022 02 10 #3 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: SUN LIFE FINANCIAL (LTD)	INV0000311	02/10/2022	740-24000	Clearing Account	LTD Premium February		322.82
SUN LIFE FINANCIAL (LTD)	INV0000311				Vendor SUN LIFE FINANCIAL (LTD) Total:		322.82
Vendor: VANTAGEPOINT ICMA	INV0000304	02/10/2022	740-24000	Clearing Account	Contributions Employee		2,495.00
VANTAGEPOINT ICMA	INV0000304				Vendor VANTAGEPOINT ICMA Total:		2,495.00
Vendor: VSP INSURANCE CO	INV0000305	02/10/2022	740-24000	Clearing Account	FLEX VISION Feb		183.60
VSP INSURANCE CO	INV0000305	02/10/2022	740-4870-63645	Vision Insurance - COBRA	FLEX VISION COBRA Feb		20.86
VSP INSURANCE CO	INV0000305				Vendor VSP INSURANCE CO Total:		204.46
Grand Total:							102,688.37

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	225.17
740 - TRF HEALTH INSURANCE FUND	102,463.20
Grand Total:	102,688.37

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62010	Office Supplies	150.17
100-4220-62990	Misc. Operating Expense	75.00
740-20150	Payroll Taxes Payable	45,453.35
740-20160	State Withholding	9,657.15
740-20180	PERA Payable	42,286.12
740-24000	Clearing Account	5,045.72
740-4870-63645	Vision Insurance - COBR	20.86
Grand Total:		102,688.37

Project Account Summary

Project Account Key	Expense Amount
None	102,688.37
Grand Total:	102,688.37



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00234 - 02/08/22 DIRECT PAYABLE

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	342815355	02/03/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE (BARRE		2,117.10
Vendor BREAKTHRU BEVERAGE Total:							2,117.10
Grand Total:							2,117.10

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	2,117.10
Grand Total:	2,117.10

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	2,117.10
Grand Total:		2,117.10

Project Account Summary

Project Account Key	Expense Amount
None	2,117.10
Grand Total:	2,117.10



Refund Check Register

Refund Check Detail

UBPKT00519 - Refunds 01 UBPKT00518 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-00250-002	HEFNER, HOLLY	2/2/2022	86222	134.95			134.95	Generated From Billing
05-00732-008	DRAEVING, JEZRIAH J	2/2/2022	86223	241.85			241.85	Generated From Billing
15-01896-000	KLEIN, DAVE L	2/2/2022	86224	136.79			136.79	Generated From Billing
26-04911-005	KAPPENMAN, CALEB J	2/2/2022	86225	135.06			135.06	Generated From Billing
26-04926-004	WELLS, ADAM	2/2/2022	86226	158.93			158.93	Generated From Billing
27-03802-000	LUBARSKI, KORY R	2/2/2022	86227	142.03			142.03	Generated From Billing
31-05044-001	WALKER, FELECIA D	2/2/2022	86228	167.08			167.08	Generated From Billing
31-05116-001	HILDE, ZACHARY A	2/2/2022	86229	187.40			187.40	Generated From Billing
Total Refunds: 8				Total Refunded Amount:	1,304.09			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	1304.09
Revenue Total:	1304.09

General Ledger Distribution

Posting Date: 01/26/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 690 - ELECTRIC UTILITY FUND			
690-10101	Cash & Investments	-1,304.09	Yes
690-11530	Accts Receivalbe - Billing	1,304.09	
690 Total:		0.00	
Fund: 999 - POOL CASH FUND			
999-10101	Pooled Cash & Investments	-1,304.09	
999-20700	Due To Other Funds	1,304.09	Yes
999 Total:		0.00	
Distribution Total:		0.00	



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: 2/15/2022

SUBJECT: #8.3 Fill Part-time Off Sale Clerk Position in Liquor Department

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

MOTION TO: To approve the Teamster internal transfer of Casey Engelstad from Off-Sale Clerk to Billing Clerk, effective February 16, 2022. Ms. Engelstad's wage shall be frozen at her current wage of \$26.20 for one year and then shall be eligible for progression to the top step of the Grade Level 4 Billing Clerk salary schedule. As per union contract, there is a 30-day probationary period to return to the prior position.

BACKGROUND: The City Council approved Resolution No. 1-17-22 authorizing that the Billing Clerk position begin the process to fill a vacancy.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The position of Billing Clerk is a budgeted position.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angie Philipp, City Administrator

ATTACHMENTS:

None



City of Thief River Falls

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Thief River Falls MN 56701-0528

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FAX: 218-681-6223
email: @citytrf.net
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Request for Council Action

DATE: 2/15/2022

SUBJECT: #8.4 Fill Part-time Off Sale Clerk Position in Liquor Department

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

MOTION TO: To accept the Public Safety/Liquor Committee recommendation to fill a part-time Off Sale Clerk position at Falls Liquors and open the position to Teamster No. 320 Union employees as part of the internal transfer process. In the event that the position is not filled through the Teamster internal transfer process, the position will be opened to the public.

BACKGROUND: The City had previously over a year ago went through the process to fill this position (both internally and public) without success. The position has been determined to be necessary in the continued efficiency and success in the operations of the Liquor Department.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The position of a part-time Off-Sale Clerk is a budgeted position.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Steve Olson, Liquor Store Manager

ATTACHMENTS:

None



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: 2/15/2022

SUBJECT: #9.1 Small Cities Development Grant – Public Hearing

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

MOTION TO: Approve the City of Thief River Falls as the legal sponsor, authorizing the application for a MN DEED Small Cities Grant; and authorize the Mayor and Administrator to execute the agreements and amendments as are necessary to implement the project on behalf of the applicant.

BACKGROUND: Minnesota Department of Employment and Economic Development (DEED) through their Small Cities program, has grant funds available for housing rehabilitation for low to moderate income residents. The city entered into an agreement with the NW MN Multi-County HRA to prepare a preliminary and final grant application for this program as the City of Thief River Falls continues to have needs for improvements to existing housing.

KEY ISSUES: The proposed grant would be for renovations to multi-family rental units. The criteria for this grant would allow any location within the city limits. The proposed grant application would be for \$600,000 and fund approximately 40 units. The building owner would be responsible for 30% of the project cost and 20% in a low interest loan. The remaining 50% would be a grant. The eligible SCDP funds (loan and grant) for each unit would be \$12,500. The preliminary application was approved by DEED and final application is recommended. This project hearing serves as a Citizen's Participation Plan as part of the DEED Small Cities Development Program.

FINANCIAL CONSIDERATIONS: The costs associated with the application are \$5,000. The NW Minnesota Multi-County HRA has agreed to pay for 50% of the application fee. The total cost to the city for these services is \$2,500.

LEGAL CONSIDERATION: A public hearing is required.

DEPARTMENT/RESPONSIBLE PERSON: Mark Borseth, Community Development Consultant.

ATTACHMENTS:

1.	TRF Public Hearing Agenda
2.	Budget page
3.	Application Signatures
4.	local-govt-resolution_tcm1045-132497
5.	Public Hearing Notice Small Cities Program
6.	scdp-conflict-of-interest_tcm1045-513644
7.	CITY OF TRF Citizen's Participation Plan

CITY OF THIEF RIVER FALLS
SCDP Application Public Hearing
February 15, 2022

1. Program Summary

- Pre-application was submitted in November 2021.
- In December, the City was invited to submit a full application to rehabilitate multi-family rental units throughout the city.
- All units will be located in the City of Thief River Falls.
- Intent to Participate Forms were sent out to property owners in September 2021 and Forms were returned for 195 rental units.

2. Community Input

- Identification of community development and housing needs, including the needs of very low and low income persons.

3. Proposed Rental-Rehab Program Specifics (Subject to Council approval)

- SCDP Assistance will be structured as follows:
 - 20%, up to a maximum of \$4,167 per unit will be a 3% loan
 - 50%, up to \$8,333 per unit will be a 0% deferred loan/grant
 - 30%, other/owner's share
- Maximum SCDP dollars per unit will be \$12,500 per unit
- SCDP loans will be secured with a mortgage. Approximately 44 rental units will be rehabilitated under the proposed program.

4. Budget Estimate (Subject to change before submission)

See Attached Budget sheet

Total SCDP request: \$600,000

5. NWHRA of Mentor will be the grant administrator.

6. Grant will be submitted to the Minnesota Department of Employment & Economic Development on or before March 11, 2022. Grant awards are expected to be announced in May or June with construction starting fall 2022. Grant Close out will be December 2024.

Small Cities Development Program Application

APPLICANT:

City of Thief River Falls

Federal Objective/Goals/Budget Form

Fed. Obj. Codes*	Activity	# of units/goals	SCDP Cost Per unit	SCDP Cost/without admin	Total SCDP Admin	SCDP Admin %	Total SCDP Costs	Total Leveraged Resources	Source of Leveraged Funds (Mark (c) if funds are committed**.)	Totals
LMI	Rental Rehab MF	44	12,000	528,000			528,000	226,286	Owners © NWHRA ©	754,286
	Admin Rental Rehab	44	1,800		72,000	13.6%	72,000	7,200	Program Income ©	79,200
			Totals	528,000	72,000		600,000	233,486		833,486

Note: Column G, SCDP Admin %, is the maximum percentage amount that can be drawn on a project (address) based on total SCDP project costs. For example, Mrs. Jones' house gets rehabilitated at a total cost of \$20,000 and admin is 14%. The most that can be drawn for admin is \$2,800. SCDP understands that the budget page is an estimate of average SCDP costs per unit. The admin allowed to be drawn is based on actual total SCDP project costs.

Application Signatures

By signing below, the individuals understand the activities contained in the application, the identified target areas, and required policies and procedures, will be expected to be followed if approved for grant funding.

Signature of authorized official:

Signature of partnering community authorized official (if applicable):

Signature of partnering community authorized official (if applicable):

Signature of executive officer of the administrative agency (if applicable):

Local Government Resolution

Applicant Name: _____

BE IT RESOLVED that _____ (Applicant) act as the legal sponsor for the project contained in the Application to be submitted on _____ (date) and that _____ (Title of First Authorized Official) and _____ (Title of Second Authorized Official) are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of _____ (Applicant).

BE IT FURTHER RESOLVED that _____ (Applicant) has the legal authority to apply for financial assistance, and the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that _____ (Applicant) has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, _____ (Applicant) may enter into an agreement with the State of Minnesota for the approved project, and that _____ (Applicant) certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that _____ (Title of First Authorized Official) and _____ (Title of Second Authorized Official), or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project on behalf of the Applicant.

I CERTIFY THAT the above resolution was adopted by the _____ (governing body of Applicant) of _____ (Applicant) on _____ (date).

SIGNED:

WITNESSED:

(First Authorized Official)

(Signature)

(Title)

(Date)

(Title)

(Date)

(Second Authorized Official)

(Title)

(Date)

NOTICE OF PUBLIC HEARING

On February 15, 2022 at 5:30 p.m., the City of Thief River Falls will hold a public hearing at the City Hall Council Chambers, 405 Third Street East, Thief River Falls, Minnesota 56701 for the following purposes:

1. To receive recommendations from the public in regard to the City's Housing and Community Development needs;
2. To review and comment on the City's Citizen Participation Plan;
3. To provide information regarding the proposed rental housing rehabilitation program;
4. To receive comments on the State of Minnesota Small Cities Development Program (SCDP) application that the City plans to submit before March 11, 2022 for the above mentioned project.

Public Information and records regarding the proposed and past use of CDBG funds, including the Citizen's Participation Plan, are on file and available for review during regular office hours at the City Clerk's office.

If anyone has questions in regard to the above prior to the public hearing, he or she may call:

Angela Philipp, City Administrator
PO Box 128
Thief River Falls, MN 56701
(218) 681-2943

Instructions: Please return your completed form as part of the Response submittal.

Conflict of Interest Disclosure Form

This form gives applicants and grantees an opportunity to disclose any actual or potential conflicts of interest that may exist when receiving a grant. It is the applicant/grantee's obligation to be familiar with the Office of Grants Management (OGM) [Grants Policy 08-01 Conflict of Interest Policy for State Grant-Making effective date 1/1/21](#) and to disclose any conflicts of interest accordingly.

All grant applicants must complete and sign a conflict of interest disclosure form.

☐ I or my grant organization do NOT have an ACTUAL or POTENTIAL conflict of interest.

If at any time after submission of this form, I or my grant organization discover any conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

☐ I or my grant organization have an ACTUAL or POTENTIAL conflict of interest. (*Please describe below*):

If at any time after submission of this form, I or my grant organization discover any additional conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

Printed name:

Signature:

Organization:

Date:

CITY OF THIEF RIVER FALLS

CITIZEN'S PARTICIPATION PLAN

Pursuant to Section 104(a)(3) of the Housing and Community Development Act of 1974, as amended, this Citizen Participation Plan is hereby adopted to ensure that the citizens of the City of Thief River Falls, Minnesota (hereinafter referred to as the Applicant), particularly persons of low and moderate income residing in slum and blight areas and in areas in which CDBG funds are proposed to be used, are encouraged to participate in the planning and implementation of CDBG-funded activities.

Public Hearing

A public hearing or public hearings will be the primary means of obtaining citizen views and responding to proposals and questions related to community development and housing needs, proposed CDBG activities and past CDBG performance.

Prior to submitting a CDBG application to the State of Minnesota, the Applicant will need to conduct at least one public hearing to identify community development and housing needs, including the needs of very low and low income persons, as well as other needs in the community that might be addressed through the CDBG program. At the hearing, the Applicant must also, at minimum, review the proposed CDBG activities, their benefiting location(s), overall cost and proposed financing, and the implementation schedule. In addition, the past performance of the Applicant in carrying out CDBG responsibilities should be reviewed. Compliance with historic requirements of the CDBG program must be discussed, including whether there are/may be any historic or potentially historic buildings in the target area, and how the Applicant intends to address compliance with federal regulations governing the "Protection of Historic Properties."

Formal notice of the public hearing must be provided, which follows the posting/publication requirement(s) of the Applicant. A public notice will also be posted in places frequented by the public, especially low and moderate income persons benefiting from or affected by proposed CDBG activities. The places identified include City Hall. As circumstances warrant and as the Applicant determine necessary or appropriate, participation may additionally be specifically solicited from persons of low and moderate income, those benefiting from or affected by CDBG activities and/or representatives of such persons. Hearings will be held at times and in locations convenient to potential and actual beneficiaries and with accommodation for the handicapped. In case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate, arrangements will be made to have an interpreter present. Citizens must be provided the opportunity to comment upon the original Citizen Participation Plan and on substantial amendments to it, or to the activities for which CDBG funds will be used.

Public Information and Records

Information and records regarding the proposed and past use of CDBG funds will be available at the City Administrator's office during regular office hours. The public will be so informed of this by public notice. Special communication aids can be made available to persons upon request.

Written Comments and Response

The Applicant will respond to written complaints and grievances, in writing, in a timely manner. When at all possible, such written responses shall be made within fifteen (15) working days.

Applicant Signature of Chief Elected Official of Applicant Date

_____ February 15, 2022

Brian Holmer, Mayor



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: 2/15/2022

SUBJECT: #9.2 MAK Properties, LLC. – Redevelopment Tax Increment Financing

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

MOTION TO: Adopt a resolution calling for a public hearing on Tuesday, April 5, 2022, at 5:30 PM by the City Council on the proposed Modification to the Development Program for Development District No. 1 and the proposed Establishment of Tax Increment Financing District No. 14 therein and the adoption of the Tax Increment Financing Plan therefor.

BACKGROUND: MAK Properties of Grand Forks, North Dakota has completed the purchase of the vacant property south of Valley Home. They are proposing a mixed-use building with residential apartments above commercial space, allowable with a conditional use permit, which has been approved. They are also proposing the construction of a daycare facility on the same site. Discovery Place has provided a Letter of Intent to proceed with operating the daycare as a second location.

KEY ISSUES: The developer has requested Economic Development Tax Increment Financing to assist with development costs. The Thief River Falls City Council, ISD 564 Board, and Pennington County Board of Commissioners met last fall to discuss the options of tax assistance. The consensus was that some level of support may be acceptable if the daycare was a part of the project.

FINANCIAL CONSIDERATIONS: MAK Properties, LLC. will be responsible for all costs associated with the development of the TIF. If approved by the city, county, and school district tax revenue above the current tax revenue for a period to be determined in the agreement, up to 9 years, or a dollar amount established by the city council, would be refunded to the developer.

LEGAL CONSIDERATION: A Public Hearing needs to be held prior to approval as well as notification to Pennington County and ISD #564 to consider resolutions of support.

DEPARTMENT/RESPONSIBLE PERSON: Mark Borseth – Community Development Consultant

ATTACHMENTS:

1.	Discovery Daycare LOI Executed
2.	Exhibit A Property
3.	City call resolution 2022 TIF 1-14 - RK
4.	Schedule.Final.TRF TIF 1-14

Letter of Intent

December 20, 2021

Discovery Place Childcare Center
305 Nora St E
Thief River Falls, MN 56701

RE: Letter of Intent/Lester Properties

This letter, effective when signed by the parties, serves as our Letter of Intent ("LOI") to engage in negotiations to enter into a lease agreement for a daycare facility to be constructed on the property depicted in Exhibit A, attached hereto ("Premises"). This LOI shall be non-binding on the parties. Subject to execution of a mutually acceptable lease agreement (further described below, the "Lease"), where Discovery Place Childcare Center shall be the "Tenant" and The Angle Properties LLC shall be the "Landlord." The parties desire the following terms and conditions to be contemplated in the Lease; provided, however, none of the following shall be considered binding and remains subject to good faith negotiations between the parties.

1. Landlord intends to construct the Premises and complete all fit-up to Tenant's specifications. The cost of construction will be directly related to the quality and complexity of Tenant's specifications. Landlord intends to work closely with Tenant in designing the Premises, if desired by Tenant.
2. The Premises shall include approximately 6,000 rentable square feet and may include an additional 2,500 rentable square feet for future expansion, if needed for Tenant's operations.
3. The term of the Lease shall be for a minimum period of five (5) years.
4. The rent amount shall be mutually agreed upon by the parties when the Lease is negotiated.
5. Each of the parties have been in regular communication with DigiKey regarding the Lease. DigiKey is interested in Tenant operating a daycare at the Premises, which would benefit some of the employees at DigiKey. In an effort to support the intent of the Lease, DigiKey has offered financial assistance to Tenant, in the event Tenant needs such assistance in covering the costs of a daycare operation at the Premises.

The parties desire to begin negotiation of the Lease as soon as possible in accordance with the tentative terms and conditions set forth above.

THE PARTIES ACKNOWLEDGE THIS IS NOT INTENDED TO CONSTITUTE A BINDING CONTRACT. A BINDING CONTRACT WILL NOT EXIST UNLESS AND UNTIL THE PARTIES HAVE EXECUTED FORMAL AND WRITTEN OPERATING AGREEMENTS APPROVED BY THE PARTIES AND THEIR RESPECTIVE LEGAL COUNSEL COVERING THE TERMS OF THIS LETTER AND ALL OTHER ITEMS OF THIS TRANSACTION. THE PARTIES FURTHER ACKNOWLEDGE THAT THEY HAVE NOT ATTEMPTED TO INCLUDE IN THIS LETTER OF INTENT ALL ESSENTIAL TERMS OF THE SUBJECT MATTER OF THIS TRANSACTION AND THAT SUCH ESSENTIAL TERMS HAVE NOT BEEN AGREED UPON BY THE PARTIES AND ARE SUBJECT TO FURTHER NEGOTIATION.

If the provisions of this LOI are acceptable, please indicate by signing below. The parties agree that this LOI shall be superseded by the Lease, if any. The parties understand the purpose of this LOI is to allow further investigation by both parties into the feasibility of entering into the Lease. If the parties do not mutually execute the Lease, this LOI shall expire and neither party shall have any further rights or duties hereunder.

The Angle Properties LLC

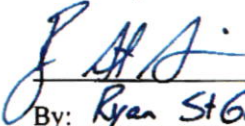


2/7/22

By: Marc Kuhn
Its: Managing Member

Date

Discovery Place Childcare Center



2/4/22

By: Ryan St Germain

Date

Its: Treasurer

Property



**CITY OF THIEF RIVER FALLS
PENNINGTON COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. _____

**RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY COUNCIL
ON THE PROPOSED MODIFICATION TO THE DEVELOPMENT PROGRAM
FOR DEVELOPMENT DISTRICT NO. 1 AND THE PROPOSED
ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-14
THEREIN AND THE ADOPTION OF THE TAX INCREMENT FINANCING PLAN
THEREFOR.**

BE IT RESOLVED by the City Council (the "Council") for the City of Thief River Falls, Minnesota (the "City"), as follows:

Section 1. Public Hearing. This Council shall meet on April 5, 2022, at approximately 5:30 P.M., to hold a public hearing on the proposed modification to the Development Program for Development District No. 1, the proposed establishment of Tax Increment Financing District No. 1-14, an economic development district, and the proposed adoption of a Tax Increment Financing Plan therefor (the "Program Modification and Plan"), all pursuant to and in accordance with *Minnesota Statutes*, Sections 469.124 through 469.133 and Sections 469.174 through 469.1794, inclusive, as amended, in an effort to encourage the development and redevelopment of certain designated areas within the City; and

Section 2. Notice of Public Hearing, Filing of Program Modification and Plan. City staff is authorized and directed to work with Ehlers & Associates, Inc., to prepare the Program Modification and Plan and to forward documents to the appropriate taxing jurisdictions including Pennington County and Independent School District No. 564. The City Administrator is authorized and directed to cause notice of the hearing, together with an appropriate map as required by law, to be published at least once in the official newspaper of the City not later than 10, nor more than 30, days prior to April 5, 2022, and to place a copy of the Program Modification and Plan on file in the City Administrator's office at City Hall and to make such copy available for inspection by the public.

Dated: February 15, 2022

Adopted:

, Mayor

ATTEST:

Schedule of Events

City of Thief River Falls Pennington County, Minnesota

**For the proposed Modification to the Development Program
for Development District No. 1 & the proposed establishment
of Tax Increment Financing District No. 1-14
(a work force housing economic development district)**

February 10, 2022

February 15, 2022	City Council meets at 5:30 PM on the modification to the Development Program for Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 1-14 and considers a resolution calling for a public hearing.
February 21, 2022	Project information, property identification numbers, fiscal impacts and maps sent to Ehlers for drafting documentation. Ehlers confirms whether building permits have been issued on the property to be included in the TIF District.
By March 2, 2022	Ehlers conducts internal review of Plans.
March 4, 2022	Fiscal/economic implications received by School Board Clerk and County Auditor (at least 30 days prior to public hearing) and County receives information for review of county road impacts. [Ehlers will distribute.]

*The County Board, by law, has 45 days to review the TIF Plan to determine if any county roads will be impacted by the development. Because City staff believes that the proposed TIF district will not require unplanned county road improvements, the TIF Plan was not forwarded to the County Board 45 days prior to the public hearing. Please be aware the County Board could claim that tax increment should be used for county roads, even after the public hearing.

March 8, 2022	Planning Commission reviews Plans and consider a resolution affirming the Plans conform to the general plans for development and redevelopment of the City as a whole. [Attorney provides resolution information by March 3, 2022.]
March 14, 2022	Thief River Falls Public Schools Board considers modification to the Development Program for Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 1-14 and considers a resolution supporting the Plans.
March 15, 2022	Pennington County Board considers modification to the Development Program for Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 1-14 and considers a resolution supporting the Plans.
March 23, 2022	Publication of hearing notice and map in the Thief River Falls Times (at least 10 days but not more than 30 days prior to hearing). [Ehlers will submit notice, map and instructions. Publication deadline: March 18, 2022.]
April 5, 2022	City Council holds public hearing at 5:30 PM on the modification to the Development Program for Development District No. 1 and the proposed Establishment of Tax Increment Financing District No. 1-14 and considers a resolution approving the Plans. [Ehlers and attorney provide packet information March 30, 2022.] City considers an Interfund Loan resolution in connection with the TIF District.
April 6, 2022	City may issue building permits.

Before June 30, 2022 Ehlers files the Plans with the MN Department of Revenue, Office of the State Auditor, and requests certification of the TIF District with the County.

An action under subdivision 1, paragraph (a), contesting the validity of a determination by an authority under section 469.175, subdivision 3, must be commenced within the later of:

(1) 180 days after the municipality's approval under section 469.175, subdivision 3; or

(2) 90 days after the request for certification of the district is filed with the county auditor under section 469.177, subdivision 1.



City of Thief River Falls

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

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Request for Council Action

DATE: 2/15/2022

SUBJECT: # 9.3 Purchasing a Vacuum Excavator

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

MOTION TO: Accept the Quote from Ditch Witch for the purchase price of \$45,795 for the 2020 Hx30 Vac. Excavator.

BACKGROUND: The City Electric Department had in the 2022 budget to replace the existing Vac-Tron Vacuum Excavator. The Vac-Tron Excavator was purchased in 2004 and has served the City Electric Department very well. Due to the condition of the vacuum excavator, it is time to replace the unit due to additional maintenance costs of the machine. Four quotes were received to replace the vacuum excavator based off specs and requirements from the electric crew and state bid. Bidders to quote the machine were Vermeer, ABM Equipment, Ditch Witch of MN. Ditch Witch submitted two bids for the vacuum excavator. The second quote was for a 2020 leased vac from NPL with 228 hrs. of run time.

KEY ISSUES: Based off of the 2021 estimates, the City Electric Department budgeted \$60,000 to purchase a 500-gallon vac excavator. This year's cost of equipment exceeded the budget for 2022. The City of Thief River Falls received 3 quotes, Vermeer at \$96,591.14, Ditch Witch at \$80,505.91 and ABM at \$119,865. We also received a second quote from Ditch Witch for a used leased Vac with 228 hrs. for \$45,795 tax included.

FINANCIAL CONSIDERATIONS: The Vac. excavator selected is quoted at \$45,795, which is below the budgeted price in the 2022 budget.

LEGAL CONSIDERATION: None.

DEPARTMENT/RESPONSIBLE PERSON: Dale Narlock, Electric Superintendent

ATTACHMENTS:

1.	Ditch Witch
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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: 2/15/2022

SUBJECT: #9.4 Motor Grader Rental

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

MOTION TO: Approve a motor grader Lease agreement with RDO Equipment for the 2022/2023 through the 2027/2028 snow seasons.

BACKGROUND: The city owns and maintains a fleet of vehicles and equipment for snow removal and other street maintenance operations. The efficient plowing of streets and removing snow in the central business district requires two motor graders. The city currently owns a 20t I John Deere 770 and leases a second motor grader. The current rental agreement with Davidson Construction will be complete at the end of March 2022. If the city decides to enter into an agreement for a new machine for the 2022 snow season, an order must be placed now to ensure that the equipment is received in time for the season.

KEY ISSUES: The city requires two motor graders in the winter months, November through March, but only needs one motor grader in the summer. The city has fulfilled its obligation with Davidson Construction on the current rental agreement. The staff recommends moving into a lease with RDO equipment to upgrade our blade features, lower our risk of breakdowns, and possibly make some capital gain on investment. Lease/rental agreement have been in place on this type of equipment from the 2019/2020 snow seasons with great success and no unexpected expenses.

FINANCIAL CONSIDERATIONS: Lease/rental costs will be approximately \$32,000/year. There is \$36,000/year in the budget for motor grader rent/lease. A new machine currently costs approximately 369,000.00. There is a guaranteed increase in purchase price to go into effect in November of 4.2%. Annual increases over the last few years have been around 3%.

Estimated cost on the machine in 2028 would be approximately \$435,000. Purchase option in 2028 would be for approximately 264,000.00, or the lease could be relieved at no cost. The excess amount above rental fees could be saved for future replacement for the 2011 motor grader, or the purchase option cost on this lease.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

1.	2022motergraderleasefinancialsummary
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City of Thief River Falls Rental Agreement- Late Model Motor Grader W/Wing	Davidson Construction	RDO Equipment
Model	John Deere 872 (AWD)	John Deere 772G (AWD)
Year	2015	2022
Monthly Base	\$6,000.00	
Annual Base	\$30,000.00	\$31, 646.62
months of service	Nov. - Mar.	Jan. - Dec
Total Annual Hours	300	300
Additional Hourly Rate	\$70.00 /hour	\$65.00
Additional Delivery Rate	None	None
Additional Setup Charge	None	None
Term agreement length	1-5 years	5 years
estimated capital gain improvement	\$0.00	\$25,000.00
cutting blades, filters, tire blowouts, anything beyond normal wear and tear.	yes	yes
		*special features for urban use



Request for Council Action

DATE: 2/15/2022

SUBJECT: #9.5 2022 Street & Utilities Improvement Project

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

MOTION TO: Order Improvements and Call for Plans and Specifications for the 2022 Street & Utilities Improvements Project as follows:

1. NORTHWESTERN RESIDENTIAL DISTRICT – STREET RECONSTRUCTION

- State Avenue North, from 3rd street to 10th street, excluding 6th street
- Arnold Avenue North, from 6th Street to 9th street.
- Duluth Avenue North, from 4th Street to 9th street, excluding 6th street.
- Knight Avenue North, from 4th Street to 6th street, and 7th to 9th street.

2. NORTHWESTERN RESIDENTIAL DISTRICT – PAVEMENT RESURFACING

- 9th Street from State Avenue to T.H. #32
- 8th Street from State Avenue to Knight Ave
- 7th Street from State Avenue to T.H.#32
- Knight Ave from 6th Street to 7th Street
- 5th Street from Kinney Ave to T.H. #32

BACKGROUND: The list of projects is based on items from the City's Capital Improvement Program, items requested by developers, homeowners, and other departments.

KEY ISSUES: A public hearing was held tonight, February 15th, to discuss the proposed improvements. The City Council will need to order the improvements and call for plans and specifications to allow adequate preparation time to stay on schedule for a May 5th bid opening. The council may order any, or all, of the items identified in the list of improvements.

FINANCIAL CONSIDERATIONS: Outlined in the attached financial summary.

LEGAL CONSIDERATION: Minnesota Statute Chapter 429 requirements apply.

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director. Encl: (2)

ATTACHMENTS:

1.	pg22022 project financing summary
2.	pg42022 project schedule

CITY OF THIEF RIVER FALLS
 2022 STREET IMPROVEMENT PROJECT
 PRILIMINARY FINANCING SUMMARY 1/18/2022
 PROJECT NO. 3062022.00

		Project Cost(with engineering)	Financing Sources									
			Electric Utility	Water Utility	Sanitary Utility	Storm Water Utility	Total City Bonding	12 Year Bonding	15 Year Bonding	Assessment Recovery Street	Assessment Recovery Utility	Assessment Recovery Total
1	2022 Street and Utilities Improvement Project	\$1,948,109	\$0	\$0	\$0	\$0	\$1,948,109	\$1,948,109	\$0	\$827,969	\$0	\$827,969
TOTALS		\$1,948,109	\$0	\$0	\$0	\$0	\$1,948,109	\$1,948,109	\$0	\$827,969	\$0	\$827,969

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S								
					1			1	2	3	4	5			1	2	3	4	5						1	2			1	2	3	4										
2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	
9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	
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30	31																																									
JULY							AUGUST							SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
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3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	
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24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31		
31																					30	31																				

**PROJECT SCHEDULE FOR
2022 STREET AND UTILITIES IMPROVEMENTS
PROJECT NO. 3062022.00**

Dec 21	Council Resolution calling for Feasibility Report
Jan 18	Accept Feasibility Report and call for Publication
Jan 21	E-Mail Hearing Notice to The TIMES
Jan 26/Feb 2	Public Hearing Notice published in The TIMES
Jan 28	Mail Hearing Notice to Property Owners
Feb 15	Hold Public Hearing (5:30 p.m.) City Council Chambers
Feb 15	Order Improvements and call for Plans and Specifications
March 11	Mail Plans to State Aid Office - N/A in 2022
Apr 5	Accept Plans and Specifications and call for Bids
Apr 8	E-mail Advertisement to The TIMES
Apr 13/20	Advertisement published in The TIMES
May 5	Bid Opening (10 a.m.) City Council Chambers
May 17	Award Bid
Aug 26	Receive List from Pennington County Auditor
Aug 29-Sep 2	Prepare Assessment Roll
Sept 20	Council Resolution Declaring Cost to be Assessed and Order Preparation of Assessment Roll
Sept 20	Council Resolution calling for Assessment Hearing
Sept 23	Assessment Hearing Notice to The TIMES
Sept 28	Hearing Notice published in The TIMES
Sept 30	Mail Assessment Notices to Property Owners
Oct. 18	Assessment Hearing (5:30 p.m.) City Council Chambers
Oct. 18	Council Resolution to Adopt Assessment Roll at Hearing or Nov 1st Council Meeting

**CITY OF THIEF RIVER FALLS
INVESTMENT SUMMARY**

BANK/BROKER	TYPE AND DESCRIPTION OF SECURITY	PAR	MATURITY DATE	YIELD OR INTEREST RATE	CALL DATE	CURRENT MARKET VALUE
<u>RBC</u>						
Texas Echange Bk Croowley	Certificate of Deposit - Brokered	\$249,000	25-Mar-22	1.00%	27-Apr-20	\$249,331.17
Albertville Ala Taxable GO	Certificate of Deposit - Brokered	\$255,000	01-Jun-22	0.64%	01-Jun-21	\$255,102.00
Sallie Mae BK Salt lake City	Certificate of Deposit - Brokered	\$82,000	23-Aug-22	2.35%	23-Aug-22	\$82,974.16
Bank Hapoalim BM New York	Certificate of Deposit - Brokered	\$171,000	26-Feb-21	0.25%	26-Aug-22	\$171,005.13
BMW Bnk North Amer Salt Lake	Certificate of Deposit - Brokered	\$209,000	11-Oct-23	1.85%	11-Apr-20	\$212,519.56
Comenity Cap Bk Utah CD 1.2	Certificate of Deposit - Brokered	\$249,000	15-May-24	2.75%	15-May-19	\$258,496.86
New York Community Bank	Certificate of Deposit - Brokered	\$183,000	03-Jun-24	0.30%	03-Dec-21	\$179,724.30
Port Houston Auth Tex Harris	Certificate of Deposit - Brokered	\$500,000	01-Oct-24	2.25%	12-Aug-20	\$510,365.00
Morgan Stanley Pvt Bk	Certificate of Deposit - Brokered	\$245,000	27-Feb-25	1.80%	27-Aug-20	\$249,113.55
State Bk India New York NY	Certificate of Deposit - Brokered	\$183,000	10-Jun-25	1.05%	10-Dec-20	\$181,468.29
JPMorgan Chase Bank N A CD CLL	Certificate of Deposit - Brokered	\$246,000	30-Sep-25	0.40%	31-Mar-21	\$237,466.26
Goldman Sachs BK USA New York	Certificate of Deposit - Brokered	\$200,000	11-Feb-26	1.00%	11-Aug-21	\$196,424.00
BankUnited A Svgs Bk Miami	Certificate of Deposit - Brokered	\$249,000	31-Mar-26	0.95%	30-Jun-21	\$243,571.80
UBS BK USA Salt Lake City UT	Certificate of Deposit - Brokered	\$245,000	16-Jun-26	0.85%	16-Jul-21	\$237,816.60
Defiance Ohio City Sch Dist	Certificate of Deposit - Brokered	\$550,000	01-Dec-28	0.00%	01-Dec-28	\$465,778.50
Thief River Falls Minn Indpt	Bond - Brokered	\$190,000	01-Feb-27	1.01%	01-Feb-27	\$181,524.10
Plattsburgh NY Pub Impt Bnds	Bond - Brokered	\$200,000	01-Nov-22	2.25%	02-Nov-17	\$201,986.00
RBC INVESTMENTS						\$4,114,667.28
Border State Bank	Certificate of Deposit	\$100,000	16-Dec-22	0.35%	16-Dec-22	\$100,000.00
BORDER STATE BANK INVESTMENTS						\$100,000.00

Western Alliance Bank	Certificate of Deposit - Brokered	\$245,300	22-Apr-22	0.200%	\$249,500.00
Servisfirst Bank	Certificate of Deposit - Brokered	\$248,600	05-Jul-22	0.160%	\$249,500.00
Greenstate Credit Union	Certificate of Deposit - Brokered	\$249,200	19-Dec-22	0.210%	\$249,200.00
4M INVESTMENTS					<u>\$748,200.00</u>

TOTAL CD INVESTMENTS	\$4,962,867.28
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MONEY MARKET ACCOUNTS

Piper Jaffray	First American Gov't Obligations Fund	0.01%	\$3,167,944.97
RBC	US Govt Money Market Fund		\$0.43
League of Minnesota Cities	4M Money Market Fund	0.01%	\$6,924,701.12
League of Minnesota Cities	4M Plus Fund	0.03%	\$25,775.56
League of Minnesota Cities	4M LTD Account		<u>\$746,225.96</u>

TOTAL MONEY MARKET SAVINGS	\$10,864,648.04
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GRAND TOTAL	01/31/2022	<u><u>\$15,827,515.32</u></u>
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*Interest paid every 6 months.

Thief River Fall Fire Department 2021 Annual Report

The Thief River Falls Fire Department was established in 1894. It is a combination department currently made up of seven fulltime and twenty-four volunteer firefighters. We provide fire and rescue protection for the City of Thief River Falls and the surrounding Townships of Rocksbury, North, Smiley, Norden, and Silverton in Pennington County as well as Exel in Marshall County. Our coverage area is 198 square miles.

2021 was a challenging year for the Department as we were still operating with the COVID pandemic and protocols controlling much of our day-to-day operations. While we had no major outbreaks within the department, COVID did affect our community outreach for fire prevention, training, and overall interaction among our firefighters. We continued to limit access to the fire hall for much of the year.

Firefighter Average Years of Service

At years end, our firefighters averaged 11 years of service with the Department. This ranged from several with less than one year, to three with over thirty-one years.

Retirements 2021

Fulltime Firefighter:

Mike Spears, with 34 years combined service starting as a Volunteer in 1986.

Volunteer Firefighters:

Shannon Boen – 20 years of service

Tom Harbott – 20 years of service

Ryan Kraemer – 20 years of service

Todd Mack – 18 years 8 months of service

We also had three firefighters who moved from our coverage area:

John Cervantes – 11 years 4 months of service

Wade Cota – 3 years of service

Wyatt Wheeler – 2 years 1 month of service

We would like to thank Mike Spears for his many years of dedicated service and wish him well in his retirement.

New Members 2021

Fulltime Firefighter:

Devin Spears (nine years as a Vol. FF)

Volunteer Firefighters:

Patrick Barry (7/01/2021)

Shane Crandall (7/01/2021)

Josiah Jensen (11/02/2021)

Zachary Johnson (11/02/2021)

Jeffery Schneider (11/02/2021)

We were happy to welcome Devin Spears as our newest fulltime firefighter. Devin worked hard to earn the job replacing his father. We currently have several second-generation firefighters on our department.

While we were able to fill our vacant volunteer firefighter spots in 2021, we are finding that recruiting new members is becoming more challenging. We are not sure if it's a new trend, or possibly COVID related, but will be monitoring the situation moving forward.

Emergency Call Numbers

In 2021 our Emergency Call Response numbers increased from the previous year from 200 to 213. This was driven by response to more grass/wildland fires in 2021 due to an extremely hot, dry Summer. Of the 213 calls, 98 were handled with full time station personnel, while the volunteer staff was also paged for the remaining 115 calls. The fulltime staff also handled well over 1200 non-emergency calls which would include smoke/CO detector questions, fire safety concerns, and recreational fire inquiries as examples.

Monetary Loss from Fires

Monetary loss from structure fires decreased from \$202,500 in 2020 to \$174,600 in 2021 even though the number of structure fires increased from 9 to 11. Loss from passenger vehicles and farm and construction equipment fires was also quite low in 2021. Loss was just \$11,000 compared to \$56,000 the previous year.

Hazardous Conditions calls

We responded to 24 Hazardous Conditions calls in 2021. These calls can include Carbon Monoxide alarms sounding with detectable levels of CO present, Propane or Natural Gas leaks and spills, and Ammonia or Chlorine leaks. We do spend time working on pre-plans for facilities that handle hazardous materials to help prevent potential problems from developing.

Motor Vehicle Accidents and Rescue calls

We were called out to motor vehicle accidents 19 times in 2021. We only had to use extrication tools (Jaws of Life) to remove victims on two of those calls. We also used extrication tools two times to remove victims caught in machinery. Along with these types of call, we were called twice to remove passengers from elevators that malfunctioned. Another unlikely area of response that falls into the rescue category was for several calls to a pipeline protest camp that was set up south of town. We responded to support other agencies several times over the course of the Summer to provide manpower and equipment.

Wildland /Grass /Brush/ Crop Fires

Due to extremely hot, dry weather conditions in 2021, we responded to 25 fires that fall under this category. That is the largest number of wildland fires since 2013. The calls varied from small grass fires to hundreds of acres that threatened life and property. Several of the fires involved agricultural crops that were started by equipment failure.

Mutual Aid

In 2021 we provided Mutual Aid to neighboring Fire Departments or the DNR 14 times. We provided equipment, water, or manpower for St. Hilaire, Goodridge, Newfolden, Plummer, Middle River, and Warren fire departments along with the Minnesota Department of Natural Resources. Many of these Mutual Aid calls were the result of wildland fires due to drought conditions.

False alarms

We also track false alarms that we respond to. They are broken into three types: malicious, where someone purposely pulls an alarm with no fire, malfunctions, where there is a problem or faulty equipment, and last, good intent or human error. We responded to 43 of these calls in 2021.

Training

One of the most important things we do as firefighters outside of actual fire/rescue calls is to spend time training. Being ready for any type of call is essential to providing the best service we can in a true emergency.

Fulltime Staff Training Hours 2021 – 484.25

Volunteer Staff Training Hours 2021 – 1250

Some of the areas we had specialized training for in 2021 included Pipeline Awareness/Safety Training including extra training for Civil Unrest, Railroad Transport Safety, Hazardous Materials review in our community, and Live Extrication Training. We also trained for ARFF (aircraft rescue and firefighting) using a tri-annual live drill required by the FAA. Other areas of training included Air-Med Landing Zone Safety, CPR, Wildland Fire Control, and Ice Rescue.

Fire Academy

One of the newest additions to our department is the Thief River Falls Fire Academy. It was established to provide continued training for our new firefighters to bring them up to State of Minnesota required standards as quickly as possible. As we catch up with training of our own firefighters, we are branching out County-wide to help train firefighters in our neighboring mutual aid departments.

TRFFD FFI and FFII Graduates 2021 - 4

Enrolled Firefighters for 2022 - Thief River Falls FD – 5

Goodridge FD - 6

TRFFD in the Community

Even with the challenges of COVID in 2021, we were able to get back out into the Community in a limited capacity. We were able to participate in the parade during the County Fair and visit local schools in the Fall. We were not able to host the kindergarten kids at the fire hall during Fire Prevention Week but hope to resume tours in 2022. We did participate in the TTZD (Teens Toward Zero Deaths) Mock Crash Exercise hosted by Lincoln High School along with other Emergency Responders from the area. We were also able to spend time with local businesses working on safety preplans. Along with all these projects, we continued to help maintain the 500 plus fire hydrants throughout the city as well as all fire extinguishers in City buildings and vehicles and assist other City departments with equipment and manpower when requested.

New Equipment

In 2021, we were able to place into service a F350 Ford one-ton crew cab truck. This replaced a 1990 one-ton crew as a front-line truck. It is a multi-use vehicle for hauling equipment and manpower to fire and rescue calls. We were also able to purchase some new 2 ½" hose with funds received from a Mutual Aid contract with the DNR.

Grants and Fundraising

Like so many other things, COVID also affected our fundraising efforts in 2021. We were unable to hold our annual Fall Supper but did manage to put together a nice raffle late in the year. Community support continued to be strong, despite the virus. We received Grants or donations from many sources in 2021 including the following:

Red Lake Electric Operation Roundup
Pennington-Red Lake County Soybean/Corn Growers
Minnesota DNR
Hugo's Corporation
Exel Township
Minnesota Board of Training and Education
Several Private Individuals

Summary

We would like to thank everyone for their continued contributions and support for the Thief River Falls Fire Department. Again, congratulations to Mike Spears on retiring after 34 years of service to the community. We strive to provide our area with the best fire and rescue protection available. We would like to remind residents to think fire safety first, and to check and test Smoke and Carbon Monoxide Detectors. They really do save lives. If you would like to contact us, look us up on the website at www.citytrf.net or give us a call at the fire hall at 218-681-3943. You can also check out the Thief River Falls Volunteer Fire Department Facebook page, and we are also available at the fire hall.

Marty Semanko and Rick Beier
Co-Fire Chiefs

