

COUNCIL PROCEEDINGS

Tuesday, May 3, 2022

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on May 3, 2022. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

1. Bike Month Proclamation

APPROVE AGENDA

Councilmember Mike Lorensen motioned, being seconded by Councilmember Jason Aarestad, to approve the agenda with the addition of 8.4 New Business.

CONSENT AGENDA

RESOLUTION NO. 05.82.22: Approval of April 19, 2022 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 05-82-22, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve April 19, 2022 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 05.83.22: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 05-83-22, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$1,570,907.62. 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. 05.84.22: Approval to appoint Dale Narlock as Director and Brian Jacobson as Advisor to the NMPA Board of Directors

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 05-84-22, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The City of Thief River Falls is a member of the Northern Municipal Power Agency. Each of the twelve members of the Agency appoints a Director and

Advisor as a member of the NMPA Board of Directors.

THEREFORE, BE IT RESOLVED To accept the Utilities Committee recommendation to appoint Dale Narlock as Director and Brian Jacobson as Advisor to the Northern Municipal Power Agency Board of Directors. Terms effective May 1, 2022 through April 30, 2023.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 05.85.22: Progression Raise for Steve Zavoral, Journey Electrician/Electronic Technician

Presented as part of the Consent Agenda, Councilmember Curt Howe introduced Resolution No. 05-85-22, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Mr. Zavoral has successfully completed the one-year period and is eligible for progression to Step 9.

THEREFORE, BE IT RESOLVED To accept the Public Utilities Committee recommendation and grant Steve Zavoral, Journey Electrician/Electronic Technician, a progression raise. Mr. Zavoral shall progress to Step 9 of 9 of the Grade Level 6/Pay Range 7 Journey Electrician/Electronic Technician salary schedule, for a new hourly salary of \$31.90 effective May 5, 2022.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 05.86.22: Water Meter Replacement Project

Following discussion, Councilmember Curt Howe introduced Resolution No. 05-86-22, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, The City of Thief River Falls is receiving proposals for the replacement of the Water Meter System. The original AMI project was started in 2014 and the majority of the Water Meters were adapted to accommodate the new reading system. The meter bodies themselves were left intact and now need to be upgraded for accuracy.

WHEREAS, With the disruption in the supply chain this project may take more than a year to complete. As part of this project, a lead and copper service line inventory will be compiled for an EPA mandate. This Professional Agreement would be month to month, depending how the proposals develop. Proposals are due May 27th, 2022.

THEREFORE, BE IT RESOLVED Approve the Shpigler Group's proposal in the amount of \$5,000/ month for management of the procurement, system design and integration of the Water Meter Replacement Project.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 05.87.22: Streambank Stabilization Project

Following discussion, Councilmember Michele McCraw introduced Resolution No. 05-87-22, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, The City of Thief River Falls partnered with the Pennington County Soil and Water conservation District to acquire grant funding for the repair of three sites on the Red Lake River. Bids were received for two of the sites on April 11th, 2022, and MNL Construction had the lowest qualified bid.

WHEREAS, There are three areas of severe erosion on the Red Lake River below the dam in the City of Thief River Falls that are encroaching on properties including Lift 7 by the Greenwood Bridge. The areas were evaluated and Houston Engineering prepared plans for the repairs. The Greenwood Bridge and the Wensloff property sites were bid in the first phase while the Hartz Park Bridge site is still being engineered.

THEREFORE, BE IT RESOLVED Approve MNL Construction's bid of \$208,385.00 for the riverbank repairs at the Greenwood Bridge and Wensloff property sites.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 05.88.22: Approve employment of Holly Crandall as Human Resource Coordinator

Following discussion, Councilmember Michele McCraw introduced Resolution No. 05-88-22, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, The City Council, by Resolution No. 3-55-22, authorized that the City of Thief River Falls begin the process to fill the position of Human Resource Coordinator due to the retirement of LeAnn Engelstad. Applications from the public were accepted and interviews conducted on April 18, 22, and 25 2022.

WHEREAS, The filling of the position will complete filling all vacancies in the department.

THEREFORE, BE IT RESOLVED Approve the employment of Holly Crandall as Human Resource Coordinator, effective May 16th, 2022. Ms. Crandall's salary will start at \$31.92 for one year and then shall be eligible to proceed to the next step at the end of the probation period and City Council approval. Employment is contingent upon successful completion of all required background pre-employment requirements.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 05.89.22: Resolution Declaring a State of Emergency for the Spring Flood of 2022

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 05-89-22, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, On April 13th, 2022 the City of Thief River Falls had a snow storm that resulted in damage to the water works infrastructure on City streets; and

WHEREAS, On April 23rd, 2022 the sanitary sewer was inundated due to heavy rains and flooding as well which causes significant damage to lift stations; and

WHEREAS, the 2022 Spring Flood Event beginning with the April 13th snowstorm consisting of overland and river flooding has caused roadway damage to several public roadways, public property, and river sloughing impacting the population of Pennington County; and

WHEREAS, the City of Thief River Falls Regulates water levels through the control and regulation at the Dam located on the Red Lake River in Thief River Falls, and

WHEREAS, a State of Emergency was declared by the Pennington County Board of Commissioners on the 26th day of April 2022, and

WHEREAS, the Mayor of the City of Thief River Falls request the City Council to declare Thief River Falls in a State of Emergency for the Spring Flood of 2022.

NOW, THEREFORE, BE IT RESOLVED, that the City of Thief River declares a State of Emergency for conditions resulting from the Spring Flood Event of 2022.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

1. Councilmember Mike Lorenson asked Delray Sparby for an update regarding messy yards. Delray stated he would follow up with Nate Haase and send an update to council. Reminder the Pennington County Clean Up day is this Saturday, May 7, 2022.
2. Councilmember Mike Lorenson also inquired on community member questions with city code and nuisances relating to sound. Police Chief Adam states the best way to report noise complaints is to call the police department.
3. Councilmember Jason Aarestad asked if there could be signs or patrol of people using the bike lane as a right-hand turn lane.
4. Councilmember Jason Aarestad also thanked the Mayor for the State of City address.
5. Councilmember Rachel Prudhomme mentioned the Nordic Fest is May 14th.
6. Councilmember Curt Howe shared the Airport Commission called for bids regarding the Hanger Project. There is \$13 million available. Howe also mentioned that Denver Air is doing a wonderful job on scheduling flights.

UPCOMING MEETINGS

1. Spring Clean Up – May 7th at 8:00 a.m. to Noon
2. Utilities Committee - May 9th at 7:00 A.M.
3. Public Safety/Liquor Committee - May 9th at 4:30 P.M.
4. Administrative Services Committee - May 10th at 4:30 P.M. Room 201 City Hall
5. Public Works Committee - May 11th at 4:30 P.M.
6. City Council Meeting - May 17th at 5:30 P.M.

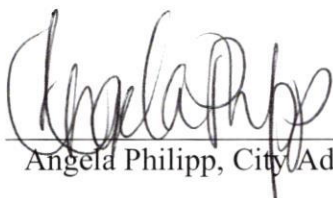
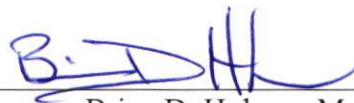
INFORMATIONAL ITEMS

1. Advance Thief River Activity Report

ADJOURNMENT

There being no further discussion, Councilmember Rachel Prudhomme, being seconded by Councilmember Michael Lorensen to adjourn at 5:56 p.m. On vote being taken, the Chair declared the motion unanimously carried.

Attest:


Angela Philipp, City Administrator

Brian D. Holmer, Mayor