

COUNCIL PROCEEDINGS

Tuesday, April 19, 2022

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on April 19, 2022. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC HEARING

- MAK Properties, LLC. – Economic Development Tax Increment Financing - Rebecca Kurtz presented, public comment from Mike Rohn.

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Jason Aarestad motioned, being seconded by Councilmember Steve Narverud, to approve the agenda with the addition of 9.8 New Business.

CONSENT AGENDA

RESOLUTION NO. 04.69.22: Approval of April 5, 2022 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Mike Lorenson introduced Resolution No. 04-69-22, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve April 7, 2022 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.70.22: City of Thief River Falls Bills and Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Mike Lorenson introduced Resolution No. 04-70-22, 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 \$1,005,762.92 and council per diems in the total amount of \$357.50. 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. 04.71.22: Approve Progression Raise for Gregory Hufnagle, Building Official

Presented as part of the Consent Agenda, Councilmember Mike Lorenson introduced Resolution No. 04-71-22, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Mr. Hufnagle was transferred to the position of Building Official on 4/21/21 and was at 95% of the top salary for one year. He is now eligible for progression to the top wage.

THEREFORE, BE IT RESOLVED Accept the Public Works Committee recommendation and grant Gregory Hufnagle, Building Official, a progression raise to the top of Grade Level 6 MAPS salary schedule, effective April 21, 2022 for a new salary of \$6,342 per month.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.72.22: Approval of Employment of Cassandra Olson as Part-Time Off Sale Clerk

Presented as part of the Consent Agenda, Councilmember Mike Lorenson introduced Resolution No. 04-72-22, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The position has been determined to be necessary in the continued efficiency and success in the operations of the Liquor Department.

THEREFORE, BE IT RESOLVED Approve the employment of Cassandra Olson as a part-time Off-Sale Clerk, effective April 20, 2022. Ms. Olson shall be placed at Step 4 of the Off-Sale Clerk salary schedule for an hourly wage of \$23.68 per hour. Ms. Olson has worked at Falls Liquors for the past nine months in a temporary position.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.73.22: Approve Purchase REA Raingarden Plants from the Cider Mill

Presented as part of the Consent Agenda, Councilmember Mike Lorenson introduced Resolution No. 04-73-22, being seconded by Councilmember Michele McCraw, that:

WHEREAS, In 2021, Venuworks, Inc. submitted a request to Public Works Committee for the raingardens at the REA to be restored to original condition. This request was supported by an existing contract that the city signed with the SWCD. The Public Works Department has been working to meet the needs of the contract. The new plantings are a necessary step towards completion.

THEREFORE, BE IT RESOLVED Approve purchase of replacement plants for the REA raingardens from Cider Mill greenhouse located in Thief River Falls, MN for \$1,898.00.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 04.74.22: Approve to Enter into Acceptance of Corridor Study with HDR Engineering for Area from 1st St. East to the Southeastern City Limits.

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 04-74-22, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, This study would be conducted to prepare the city for a joint project with the Minnesota Department of Transportation potentially scheduled for 2029. This corridor study would be considered phase 1, and would be strictly to identify potential problems that should be addressed and considered for future construction projects.

THEREFORE, BE IT RESOLVED To enter into a contractual agreement with HDR Engineering to identify the potential problems associated with Trunk Highway 59 Corridor on the East side of the city.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.75.22: Approval of N.W. Roofing to Fix City Hall Flat Roof Leaks

Following discussion, Councilmember Steve Narverud introduced Resolution No. 04-75-22, being seconded by Councilmember Michele McCraw, that:

WHEREAS, In 2021, visible ceiling leaks were noticed in utility billing and engineering services offices. These failures coincide with end-of-life maintenance that needs to be addressed before further damage is incurred.

THEREFORE, BE IT RESOLVED Approve the Public Works Committee recommendation to approve Northwest Roofing to repair two flat roof sections of City Hall that have been failing.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.76.22: MAK Properties, LLC. – Economic Development Tax Increment Financing

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 04-76-22, being seconded by Councilmember Mike Lorensen, that:

WHEREAS, 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.

WHEREAS, 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 Pennington County Board and ISD 564 Board have approved resolutions of support. This Economic Development TIF was brought before the Planning Commission on April 12th and was formally recommended for approval.

THEREFORE, BE IT RESOLVED Consider 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.77.22: Approve Summer Work Hours for City Hall

WHEREAS, Customer service is a high priority and will continue to be so. One of the main conditions is that summer hours will not be an added cost to the City in any way. This is an added convenience to the customer being open at 7am 5-days a week. This schedule also provides an additional hour during the week the doors to City Hall are open.

It will be the City Administrator and Department heads job to ensure customer satisfaction.

THEREFORE, BE IT RESOLVED Approve set summer hours for the City of Thief River Falls City Hall and other departments as appropriate, effective Sunday, May 15th and to conclude on September 3rd. Summer hours are defined as four nine-hour days starting at 7:00 a.m. to 4:30 p.m. on Monday through Thursday and one-half day from 7:00 a.m. to 12:00 noon on Friday.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.79.22: Water Distribution System Modeling

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 04-79-22, being seconded by Councilmember Mike Lorensen, that:

WHEREAS, The City of Thief River Falls last performed a Water Modeling Study in 1993. The purpose of the modeling project is to evaluate the distribution system in terms of proper sizing of water mains, age of water in the system, pressure and flow analysis, pump performance and demand patterns.

WHEREAS, There are pressure and flow issues in various regions of the distribution system that will be identified, and solutions to correct them. General expansion plans will also be taken into consideration as well, so the final report will have water main sizing and looping scenarios for layout purposes.

THEREFORE, BE IT RESOLVED Approve Short Elliot Hendrickson Inc's proposal to perform a current Water model Summary at a cost of \$ 24,300.00.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.80.22: Approve to Elect the Standard Allowance Available Under the Revenue Loss Provision of the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act

Following discussion, Councilmember Steve Narverud introduced Resolution No. 04-80-22, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 ("ARPA") which included \$65 billion in recovery funds for cities across the country.

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

WHEREAS, The Fiscal Recovery Funds provides for \$19.53 billion in payments to be made to States and territories which will distribute the funds to nonentitlement units of local government (NEUs).

WHEREAS, The ARPA requires that States and territories allocate funding to NEUs in an amount that bears the same proportion as the population of the NEU bears to the total population of all NEUs in the State or territory.

WHEREAS, \$964,743.58 has been allocated to the City of Thief River Falls ("City") pursuant to the ARPA.

WHEREAS, The Coronavirus State and Local Fiscal Recovery Funds ensures that governments have the resources needed to fight the pandemic and support families and businesses struggling with its public health and economic impacts, maintain vital public services, even amid declines in revenue, and build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

WHEREAS, In May 2021, the US Department of Treasury ("Treasury") published the Interim Final Rule describing eligible and ineligible uses of funds as well as other program provisions, sought feedback from the public on these program rules, and began to distribute funds.

WHEREAS, on January 6, 2022, Treasury issued the final rule. The final rule delivers

broader flexibility and greater simplicity in the program, responsive to feedback in the comment process.

WHEREAS, the final rule offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation.

WHEREAS, recipients that select the standard allowance may use that amount, in many cases their full award, for government services, with streamlined reporting requirements.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Thief River Falls, Minnesota, the city elects the standard allowance available under the revenue loss provision of the American Rescue Plan Act in the amount of \$964,743.58 to be used for the general provision of government services.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 04.81.22: Red Lake River Streambank Repair

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 04-81-22, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The City of Thief River Falls is continually trying to increase water quality in the rivers that flow through the City by minimizing the erosion caused by runoff. Projects are identified and stakeholders are engaged to enhance water quality while protecting property.

WHEREAS, The Pennington County SWCD and the City of Thief River Falls are working on three areas along the Red Lake River in the City of Thief River Falls that are eroding soil and endangering adjacent properties. Two of the properties have had engineered repairs designed and have received bids for the repairs. The Pennington County SWCD will be reviewing them at their next board meeting.

THEREFORE, BE IT RESOLVED Approve the Cost-Share Contract as the Land Occupier for the Streambank repairs with the Pennington County SWCD.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- May 7th Spring Clean up
- Leaf Vac pick-up is on hold - due to weather
- There are a number of light poles not working. If there is a yellow ribbon on the pole the electric department is aware.
- April 28th at 6:30 p.m. Mayor Holmer will present State of the City

UPCOMING MEETINGS

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

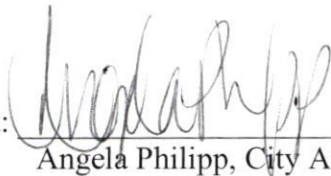
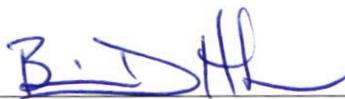
INFORMATIONAL ITEMS

- Investment Summary 3/2022
- Lafave Park Playground Equipment
- Update on Hwy #32 Roundabout Maintenance

ADJOURNMENT

There being no further discussion, Councilmember Anthony Bolduc, being seconded by Councilmember Mike Lorenson to adjourn at 6:21 p.m. On vote being taken, the Chair declared the motion unanimously carried.

Attest:


Angela Philipp, City Administrator
Brian D. Holmer, Mayor