

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, October 18, 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. 420 Davis Avenue - Nuisance Declaration
- 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**
 - 6.1. Visit TRF 2023 Budget - Amanda Hughes and Dave Carlson
- 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 October 4, 2022 Council Proceedings (page 4-11)
 - 8.2. City of Thief River Falls Bills and Disbursements and Council Per Diems (page 12-55)
 - 8.3. Wade Wallace, Water Treatment Plant Operator, Progression Raise (page 56)
 - 8.4. Approval to Begin Process to Fill Position of Patrol Officer (page 57)

- 8.5. Approve Secretary/Data Analyst Job Description (page 58-60)
- 8.6. Approval of Appointment of Michael Roff as Deputy Chief of Police (page 61)
- 8.7. Utility Connection Permit replacement costs (page 62)
- 8.8. St Bernard Church Gambling Premises Permit (page 63-65)
- 9. NEW BUSINESS**
 - 9.1. Call for first reading to consider an amendment to City Code Chapter 152.020 FLOOD PLAIN DISTRICT (page 66-77)
 - 9.2. TIF 1-14 Discussion with MAK Construction (page 78-81)
 - 9.3. Vacation of Street Right-of-Way (page 82-88)
 - 9.4. Approval Of Visit Thief River Falls 2023 Budget
 - 9.5. Downtown snow load removal rates 2022-2023 Snow Season (page 89)
 - 9.6. Fire Discussion
- 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 - November 1st at 5:30 P.M.
 - 11.2. Utilities Committee – November 7th at 7:00 A.M.
 - 11.3. Public Safety Committee – November 7th at 4:30 P.M.
 - 11.4. Administrative Services Committee - November 8th at 4:30 P.M. Room 201 City Hall
 - 11.5. Public Works Committee - November 9th at 4:30 P.M.
- 12. INFORMATIONAL ITEMS**
 - 12.1. Investment Summary 9/2022 (page 90-91)
- 13. CLOSE MEETING PURSUANT TO MN STATUTE §13D.05, SUBDIVISION 3 (b)**
 - 13.1. Pending/Threatened Litigation – 20’’ Wastewater Force Main Project
- 14. RECOVENE MEETING**
- 15. ADJOURNMENT TO ASSESSMENT HEARING AT 7:00 P.M.**
 - 15.1. 2022 Street & Utilities Improvement Assessments
- 16. 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.

COUNCIL PROCEEDINGS

Tuesday, October 4, 2022

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on October 4, 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, Bolduc and Lorenson. Mayor Holmer chaired the meeting.

PUBLIC HEARING

Gracewin Senior Housing Cooperative – Housing District Tax Increment Financing

- Rebecca from Ehlers and Mark Borseth presented. Steve Keogh and Donna expressed concerns.
- Nate Anderson, a graduate of TRF and Lisa clarified information regarding Gracewin Senior Housing Cooperative.

State Avenue North Street Vacation

- Mark Borseth and Travis Giffen presented issues with drainage, sanitation and snow removal. Travis recommends a cul-de-sac.
- Cainan Langlie and Shayla are asking for a vacation with no changes to current.
- Mike Olson - 919 N State Ave, concern with fence, doesn't want vacate or put in a cul-de-sac.
- John also doesn't want anything done.
- Ana Tongen - 10thSt W, wants vacation, concerns with privacy, why after 100 years.
- Corey Moren - 924 State Ave, doesn't want cul-de-sac.

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Jason Aarestad motioned, being seconded by Councilmember Mike Lorenson, to remove 15.1 from agenda.

On vote being taken, McCraw, Aarestad, Bolduc, Howe, and Lorenson voted aye; Narverud and Prudhomme, Holmer, voted nay, the resolution passed.

Councilmember Mike Lorenson motioned, being seconded by Councilmember Jason Aarestad, to approve the agenda with addition of 9.6 and 9.7.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 10.207.22: Approval of September 20, 2022 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced Resolution 10.207.22, being seconded by Councilmember Curt Howe, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve the September 20, 2022 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.208.22: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced Resolution 10.208.22, being seconded by Councilmember Curt Howe, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$1,982,437.11. 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. 10.209.22: Oxbow Restoration and Stormwater Treatment Project close out with the Red Lake Watershed

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced Resolution 10.209.22, being seconded by Councilmember Curt Howe, that:

WHEREAS, The Oxbow cleaning and restoration project was identified in 2018. The Red Lake Watershed has been the lead agency and funding was sought from the Red River Watershed Management Board and the Board of Water and Soil Resources. The project consisted of cleaning the debris and silt from the channel to create a pool for stormwater treatment. There were two cyclone separator manholes installed for debris removal with a sand filter and drain tile system under the snow dump area.

WHEREAS, The City of Thief River Falls has fulfilled our obligation towards this project.

THEREFORE, BE IT RESOLVED To authorize Wayne Johnson, Water Superintendent, to sign the Oxbow Restoration and Stormwater Treatment Project close out with the Red Lake Watershed and approve their final payment to Spruce Valley.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 10.210.22: Gracewin Senior Housing Cooperative – Housing District Tax

Increment Financing

Following discussion Councilmember Rachel Prudhomme moved to table Resolution 10.210.22 to send back to Public Works Committee, being seconded by Councilmember Anthony Bolduc.

WHEREAS, Nathan Anderson of Nile, Inc. has purchased property and is developing plans for the Gracewin Senior Housing Cooperative. This project is a 36-unit multi-family age restricted housing for purchase project. It is located along Vanrooy Drive south of Altra Care Chiropractic Clinic. Mr. Anderson has been working on this project for approximately 18 months to presell units. He is under construction with a similar project in Baxter, Minnesota.

WHEREAS, The developer has requested Housing Tax Increment Financing to assist with development costs. His request is based on rising interest rates and construction costs. This project is unique in the fact that it will put 36 single family homes on the market as the units are sold. Mr. Anderson has also agreed to reconstruct Vanrooy Drive as a paved urban section street to city standards in place of the existing aggregate rural section roadway near and adjacent to his property as a TIF eligible cost and turn it over to the city when completed.

WHEREAS, Nile will be responsible for all costs associated with the development of the TIF. If approved this TIF is allowable up to 26 years.

WHEREAS, A Public Hearing needs to be held prior to approval as well as notification to Pennington County and ISD #564, which has been completed. This plan also requires Planning Commission review and support, which has also been completed.

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. 15 therein and the adoption of the Tax Increment Financing Plan therefor.

On vote being to table, Prudhomme, Bolduc, Lorensen, Aarestad and McCraw, Narverud, Howe and Holmer voted aye. The motion carried and the item tabled.

RESOLUTION NO. 10.211.22: State Avenue North Street Vacation

Following discussion Councilmember Steve Narverud moved to table Resolution 10.211.22 till October 18, 2022 City Council to allow Councilmember Jason Aarestad time to visit property, being seconded by Councilmember Curt Howe.

WHEREAS, This street right-of-way was dedicated to the city when Wonderland Addition was platted in 1919. The portion north of Tenth Street was vacated in 1927. The remaining segment to be vacated has all public utilities and the street has never been improved.

WHEREAS, All three adjacent property owners have requested the street vacation. This includes Corey Morin, Cainan and Shayla Langlie, and Ana and Adam Tongen. Travis Giffen, Public Works Director, has requested a cul-de-sac be considered on the south portion of the section proposed for vacation or other options to facilitate snow removal equipment, sanitation trucks, and adequate drainage. An additional 10' x 50' easement for roadway purposes may be required from the Langlie and Morin properties to construct the cul-de-sac.

WHEREAS, The city council may approve a street vacation if they determine the right-of-way is no longer needed, and in the city's best interest to vacate. This is a petitioned street vacation.

THEREFORE, BE IT RESOLVED Consider the vacation of State Avenue North adjacent to Lots 5 – 10, Block 1, Wonderland Addition to Thief River Falls. A utility easement would be retained over the entire vacated portion and a roadway easement retained, if a cul-de-sac is required, over the south 50 feet of the vacated portion.

On vote being to table, Prudhomme, Aarestad and McCraw, Narverud, Howe and Holmer voted aye; Bolduc and Lorenson voted nay. The motion carried and the item tabled.

Call for Second Reading Camping Ordinance

Councilmember Jason Aarestad motioned, being seconded by Councilmember Curt Howe to call for the second reading of an ordinance of the City Of Thief River Falls, Minnesota, Amending City Code Chapter 130 Entitled "General Offenses" By Adding Provisions Prohibiting Camping And Temporary Lodging To Park Regulations, And By Adopting By Reference City Code Chapter 10 And Section 152.998, Which, Among Other Things, Contain Penalty Provisions.

RESOLUTION NO. 10.212.22: Approval to Amend Camping Ordinance - City Code Chapter 130

Following discussion, Councilmember Mike Lorenson introduced Resolution 10.212.22 , being seconded by Councilmember Steve Narverud, that:

THEREFORE, BE IT RESOLVED An ordinance of the City of Thief River Falls, Minnesota, amending city code chapter 130 entitled "General Offenses" by adding provisions prohibiting camping and temporary lodging to park regulations, and by adopting by reference City Code Chapter 10 and Section 152.998, which, among other things, contain penalty provisions.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. City Code is hereby amended by adding §130.03 (C), to read as follows:

(C) No person shall establish or maintain any camp or other temporary lodging or sleeping place in any public park unless authorized by permit or with the express consent of the Public Works Director.

Section 2. City Code Chapter 10 entitled "General Provisions" and Section 152.998 entitled "Violation" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall be in force and effect from and after its passage, approval, and publication.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.213.22: Towards Zero Death (TZD) Proposal for 2022/2023

Following discussion, Councilmember Jason Aarestad introduced Resolution 10.213.22 , being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, Thief River Falls Police Officer Ben Tureson oversees our TZD program. Officer Tureson and Pennington County Deputy Alex Henningson drafted a grant for TZD funds. The state awarded \$20,600.00 to the Thief River Falls Police Department and the Pennington County Sheriff's office. These funds will be split equally between both departments and will go towards TZD enforcement, which includes distracted driving, seatbelt and move over enforcement. The funds will go towards overtime related to this enforcement and any other assistance with this special enforcement. This grant will start on October 1st, 2022 and will end September 30th, 2023. Officer Tureson will handle scheduling and other tasks related to this program.

During the annual radar inspection this year, one squad radar is annually having to be repaired and another squad radar is having issues on reading miles per hours. Part of this grant did include a match from TZD of \$1,500.00 and the Police Department would match it to purchase a new radar for \$3,000.00. Research on the cost was done for a new radar and it was approximately \$3,100.00.

WHEREAS, Council approval is required before the funds can be used towards this enforcement and for the 50% equipment match from the Police Department for a new radar.

WHEREAS, \$20,600.00 is granted by the state for this enforcement. \$1,500.00 will be a 50% match by the Police Department for a new radar that we had requested through the grant process.

THEREFORE, BE IT RESOLVED To approve 2022/2023 TZD Grant to the Thief River Falls Police Department to share with the Pennington County Sheriff's office. This will include a 50% equipment match of \$1,500.00 for a new radar.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.214.22: ADA compliant ramp to access fishing landing at Power Plant Dam

Following discussion, Councilmember Steve Narverud introduced Resolution 10.214.22,

being seconded by Councilmember Mike Lorenson, that:

WHEREAS, After high water event occurrence(s) during spring 2022, bank erosion and migration caused the ramp to slide out of ADA compliance. The work proposed would consist of positioning the existing ramp back in place and securing the foundation via mud jacking. The desired result conforming with ADA standards and restoring the ramp's original condition.

WHEREAS, This is an unbudgeted expense and Emergency Management Fund Balance reserve dollars will be used to be receipted back into fund balance reserve.. This work performed will be submitted to FEMA for reimbursement consideration.

THEREFORE, BE IT RESOLVED Approve the Estimate from Dakota Mud Jack LLC. For work to be completed on handicap access ramp that connects to the fishing landing located below the Power Plant Dam.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.215.22: Permission to hold the Fire Fighter applications already received

Following discussion, Councilmember Jason Aarestad introduced Resolution 10.215.22, being seconded by Councilmember Rachel Prudhomme, that:

WHEREAS, A position opened due to the retirement of Marty Semanko, effective Sept. 2, 2022. The department needs to fill the Fire Fighter position to run efficiently.

WHEREAS, The position of Fire Fighter is a budgeted position.

THEREFORE, BE IT RESOLVED Authorize the City of Thief River Falls to hold the Fire Fighter applications already received for a time frame of 6 months to be filled if needed at a later time. It was approved to fill the vacant Fire Fighter position on Resolution Number 8-181-22.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

UPCOMING MEETINGS

- Committee of Whole - Immediately following City Council October 4th - Re: Water Intake Discussion
- Utilities Committee - October 10th at 7:00 A.M.
- Public Safety/Liquor Committee - October 10th at 4:30 P.M.
- Administrative Services Committee - October 11th at 4:30 P.M. Room 201 City Hall
- Public Works Committee - October 12th at 4:30 P.M.
- City Council Meeting - October 18th at 5:30 P.M.

- Public Hearing - Proposed assessments on the 2022 Street & Utilities Improvements Project - October 18th at 7:00 P.M.

2022 Thief River Falls Chamber/TRF Radio Candidate Debate - October 19th at the Eagles Club starting at 6:00 P.M at the Pioneer Village.

INFORMATIONAL ITEMS

- Councilmember Rachel Prudhomme announced the Scare Event on Friday, October 14th and 15th from 8 pm to 11 pm.
- Councilmember Steve Narverud mentioned leaf pickup will begin next week, each ward will have their pickup day in sequential order. It will run for four weeks up to deer season.
- Mayor Holmer updated council on coalition and council was good with him attending a panel of mayors on October 17th.
- Holiday train will be in town on December 15th approximate arrival 7 – 7:30 pm.

CLOSE MEETING PURSUANT TO MN STATUTE §13D.05

Councilmember Jason Aarestad moved, being seconded by councilmember Mike Lorenson, to close the Council Meeting as permitted by section Pursuant to MN Statute §13D.05 to discuss allegations or charges against a City employee, Scott Beito, and whether the allegations or charges may lead to discipline against said employee.

To discuss allegations or charges against a City employee, Scott Beito, and whether the allegations or charges may lead to discipline against said employee.

On vote being taken, the motion was unanimously passed. The meeting closed at 7:25 p.m.

RECOVENE MEETING

The meeting reconvened at 7:35 p.m.

CLOSE MEETING PURSUANT TO MN STATUTE §13D.03

Councilmember Jason Aarestad motioned, being seconded by Councilmember Mike Lorenson, to remove 15.1 from agenda.

To discuss the City's labor negotiation strategy related to the City's compensation structure, funding and consideration of new General Manager of utilities MAPS position as it relates to future negotiations with employees and applicable employee unions.

On vote being taken, McCraw, Aarestad, Bolduc, Howe, and Lorenson voted aye; Narverud and Prudhomme, Holmer, voted nay, the resolution passed.

NEW BUSINESS

RESOLUTION NO. 10.216.22: Approve to dismiss Scott Beito.

Following discussion, Councilmember Mike Lorenson introduced Resolution 10.216.22, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED Approve to dismissal of Scott Beito.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 10.217.22: Approve to Open Public Works Maintenance for 10 day posting with public posting if not filled.

Following discussion, Councilmember Anthony Bolduc introduced Resolution 10.216.22, being seconded by Councilmember Rachel Prudhomme, that:

THEREFORE, BE IT RESOLVED Approve to Open Public Works Maintenance for 10 day posting with public posting if not filled.

On vote being taken, the resolution was unanimously passed.

ADJOURNMENT

There being no further discussion, Councilmember Jason Aarestad, being seconded by Councilmember Mike Lorenson to adjourn at 7:37 p.m. On vote being taken, the Chair declared the motion unanimously carried. Recess for 5 minutes before Committee of Whole.

Committee of Whole Meeting - Immediately following tonight's City Council Meeting

Brian D. Holmer, Mayor

Attest: _____
Angela Philipp, City Administrator

CITY OF THIEF RIVER FALLS

EXPENSE ACCOUNT CODES

1/14/2022



Equal Opportunity Employer

City of Thief River Falls

#7.02

COUNCIL MEETING BILLS

OCTOBER 18th, 2022

SUMMARY OF DISBURSEMENTS

9/22/2022	AP PKT #413 - PAYROLL #19	\$88,411.29
9/22/2022	AP PKT #415 - PAYROLL #19	\$225,849.03
9/29/2022	AP PKT #417 - DIRECT PAYABLES	\$1,996.12
9/29/2022	UB PKT #1106 - REFUND CHECKS	\$2,978.77
9/29/2022	AP PKT #408 - DIRECT PAYABLES	\$3,480.00
9/30/2022	UB PKT #1123 - REFUND CHECKS	\$676.07
10/3/2022	AP PKT #409 - DIRECTT PAYABLES	\$51,195.08
10/5/2022	AP PKT #422 - DIRECT PAYABLES	\$4,320.87
10/6/2022	AP PKT #419 - PAYROLL #20	\$216.66
10/7/2022	AP PKT #423 - DIRECT PAYABLES	\$93,907.91
10/12/2022	AP PKT #425 - DIRECT PAYABLES	\$63,109.52
10/13/2022	AP PKT #428 - DIRECT PAYABLES	\$139,349.36
10/18/2022	AP PKT #426 - COUNCIL MEETING	\$369,688.35
GRAND TOTAL OF DISBURSEMENTS		\$1,045,179.03

COUNCIL PER DIEM TO BE PAID ON 10/20/2022 PAYROLL
Presented 10/18/2022 Council Meeting

Curt Howe - September 2022

09/06/22	C.U.B	12-1:15	Carnegie Library	\$32.50
09/06/22	Committee of the Whole	6:30-8:00	Council Chambers	\$32.50
09/13/22	Labor Meeting	3-4:00	Rm 201 City Hall	\$32.50
09/13/22	Admin Services Committee	4:30-5:30	Rm 201 City Hall	\$32.50
09/14/22	MEC Meeting	7:30-8:30	RM 662 NCTC	\$32.50
09/14/22	Labor Meeting Teamster	1-2:45	Rm 201 City Hall	\$32.50
09/14/22	Public Works Committee	4:30-7:00	Council Chambers	\$0.00
09/20/22	Airport Budget Meeting	10-11:30	Airport	\$32.50
09/20/22	Labor Meeting LELS	12:00-1:30	Council Chambers	\$32.50
09/21/22	Airport Commission	7:30-8:45	Justice Center	\$32.50
09/29/22	Airport Special Meeting - Levy	7:30	Justice Center	\$32.50

\$325.00

Steve Narverud - September 2022

09/06/22	Committee of the Whole	6-7:30	Council Chambers	\$32.50
09/12/22	Public Safety	4:30-7:00	Council Chambers	\$32.50
09/13/22	Planning and Zoning	5-6:00	Council Chambers	\$32.50
09/14/22	Public Works	4:30-7:00	Council Chambers	\$32.50
09/14/22	Building Committee	17-7:30	Council Chambers	\$32.50
09/20/22	Long Range Planning	10:00-11:30	Council Chambers	\$32.50
09/21/22	Advance Thief River	12:00-1:00	School Dist. Board Rm	\$32.50

\$227.50

Total:

\$552.50



City of Thief River Falls, MN

Refund Check Register

Refund Check Detail

UBPKT01106 - Refunds 01 UBPKT01104 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-00273-001	GERSEWSKI, ROGER T	9/29/2022	88085	112.10			112.10	Generated From Billing
07-00978-000	NELSON, RANDY B	9/29/2022	88086	83.76			83.76	Generated From Billing
11-04385-000	KEMPER, BENJAMIN G	9/29/2022	88087	167.60			167.60	Generated From Billing
15-01861-001	STAITE, MELISSA A	9/29/2022	88088	339.22			339.22	Generated From Billing
17-02132-001	ROBISON, CHRIS	9/29/2022	88089	130.37			130.37	Generated From Billing
23-03181-001	PICHE, PAUL G	9/29/2022	88090	113.31			113.31	Generated From Billing
26-04643-004	ANGEL, MATTHEW J	9/29/2022	88091	198.51			198.51	Generated From Billing
26-04860-003	KIRSCH, SHANIAN K	9/29/2022	88092	191.14			191.14	Generated From Billing
26-04922-002	MATELSKI, ANDREW D	9/29/2022	88093	184.97			184.97	Generated From Billing
26-04945-004	GROVE, NOAH E	9/29/2022	88094	183.41			183.41	Generated From Billing
26-05132-002	ANDERSON, MARGO S	9/29/2022	88095	149.25			149.25	Generated From Billing
26-05139-004	PANEK, PRESTON DJ	9/29/2022	88096	346.48			346.48	Generated From Billing
26-05174-001	ROBISON, LINELL L	9/29/2022	88097	189.75			189.75	Generated From Billing
27-03770-003	LARSON, AMANDA	9/29/2022	88098	67.07			67.07	Generated From Billing
27-03826-002	ARELLANO, DELFINA E	9/29/2022	88099	192.37			192.37	Generated From Billing
31-05009-001	KUHN, JENNIFER K	9/29/2022	88100	169.06			169.06	Deposit
31-05096-002	STENSENG, KAILEE A	9/29/2022	88101	144.93			144.93	Generated From Billing
31-05200-001	PAZ, RICARDO B	9/29/2022	88102	15.47			15.47	Generated From Billing
Total Refunds: 18			Total Refunded Amount:	2,978.77				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	2978.77
Revenue Total:	2978.77

General Ledger Distribution

Posting Date: 09/27/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 690 - ELECTRIC UTILITY FUND			
690-10101	Cash & Investments	-2,978.77	Yes
690-11530	Accts Receivable - Billing	2,978.77	
690 Total:		0.00	

General Ledger Distribution

Posting Date: 09/27/2022

	Account Number	Account Name	Posting Amount	IFT
Fund:	999 - POOL CASH FUND			
	999-10101	Pooled Cash & Investments	-2,978.77	
	999-20700	Due To Other Funds	2,978.77	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	



City of Thief River Falls, MN

Refund Check Register

Refund Check Detail

UBPKT01123 - 9/30/22 REFUND CKS

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
04-00623-006	POE, CHELSIE R	9/30/2022	88103	200.40			200.40	Deposit
23-03153-001	MARTINEZ, ALI	9/30/2022	88104	275.60			275.60	Deposit
26-03611-010	BRUA, CASSANDRA M	9/30/2022	88105	200.07			200.07	Deposit
Total Refunds: 3			Total Refunded Amount:	676.07				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	676.07
Revenue Total:	676.07

General Ledger Distribution

Posting Date: 09/30/2022

	Account Number	Account Name	Posting Amount	IFT
Fund:	690 - ELECTRIC UTILITY FUND			
	690-10101	Cash & Investments	-676.07	Yes
	690-11530	Accts Receivable - Billing	676.07	
	690 Total:		0.00	
Fund:	999 - POOL CASH FUND			
	999-10101	Pooled Cash & Investments	-676.07	
	999-20700	Due To Other Funds	676.07	Yes
	999 Total:		0.00	
	Distribution Total:		0.00	



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00408 - 09/29/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ANTHONY HORACHECK							
ANTHONY HORACHECK	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor ANTHONY HORACHECK Total:	145.00
Vendor: BLAKE WALKER							
BLAKE WALKER	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor BLAKE WALKER Total:	145.00
Vendor: BRIAN JACOBSON							
BRIAN JACOBSON	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor BRIAN JACOBSON Total:	145.00
Vendor: DEREK NEISEN							
DEREK NEISEN	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor DEREK NEISEN Total:	145.00
Vendor: DEVIN SPEARS							
DEVIN SPEARS	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor DEVIN SPEARS Total:	145.00
Vendor: DYLAN DEFREECE							
DYLAN DEFREECE	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor DYLAN DEFREECE Total:	145.00
Vendor: FRANCIS TRUDEAU							
FRANCIS TRUDEAU	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor FRANCIS TRUDEAU Total:	145.00
Vendor: GRANT ASP							
GRANT ASP	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor GRANT ASP Total:	145.00
Vendor: IAN LUND							
IAN LUND	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor IAN LUND Total:	145.00
Vendor: JEFFREY SCHNEIDER							
JEFFREY SCHNEIDER	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor JEFFREY SCHNEIDER Total:	145.00
Vendor: JOSIAH JENSEN							
JOSIAH JENSEN	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor JOSIAH JENSEN Total:	145.00

Council Approval Register

Packet: APPKT00408 - 09/29/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: JUDD ALBY							
JUDD ALBY	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor JUDD ALBY Total:	145.00
Vendor: KEATON HUOT							
KEATON HUOT	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor KEATON HUOT Total:	145.00
Vendor: KEVIN WALSETH							
KEVIN WALSETH	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor KEVIN WALSETH Total:	145.00
Vendor: MIKE LARSON							
MIKE LARSON	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor MIKE LARSON Total:	145.00
Vendor: NICHOLAS TRUDEAU							
NICHOLAS TRUDEAU	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor NICHOLAS TRUDEAU Total:	145.00
Vendor: PATRICK BARRY							
PATRICK BARRY	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor PATRICK BARRY Total:	145.00
Vendor: PAUL D GONSOROWSKI							
PAUL D GONSOROWSKI	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor PAUL D GONSOROWSKI Total:	145.00
Vendor: SCOTT WALKER							
SCOTT WALKER	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor SCOTT WALKER Total:	145.00
Vendor: SHANE CRANDALL							
SHANE CRANDALL	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor SHANE CRANDALL Total:	145.00
Vendor: STEVEN KLOETY							
STEVEN KLOETY	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor STEVEN KLOETY Total:	145.00
Vendor: TREVOR SWANSON							
TREVOR SWANSON	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor TREVOR SWANSON Total:	145.00
Vendor: WAYNE NOME LAND							
WAYNE NOME LAND	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor WAYNE NOME LAND Total:	145.00

Council Approval Register

Packet: APPKT00408 - 09/29/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ZACHARY JOHNSON							
ZACHARY JOHNSON	3RD QTR 2022	09/29/2022	100-4220-61060	Temporary Salaries	3RD QTR 2022 VFF SALARY		145.00
						Vendor ZACHARY JOHNSON Total:	145.00
						Grand Total:	3,480.00

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	3,480.00
Grand Total:	3,480.00

Account Summary

Account Number	Account Name	Expense Amount
100-4220-61060	Temporary Salaries	3,480.00
Grand Total:		3,480.00

Project Account Summary

Project Account Key	Expense Amount
None	3,480.00
Grand Total:	3,480.00



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00409 - 10/03/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3559632	09/12/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		222.95
Vendor ARTISAN BEER COMPANY Total:							222.95
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPLY	0105719000	09/07/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		114.50
Vendor BELLBOY CORP - BAR SUPPLY Total:							114.50
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0096439300	09/07/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		2,098.76
Vendor BELLBOY CORP - LIQUOR Total:							2,098.76
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	345572310	09/07/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		10,071.18
BREAKTHRU BEVERAGE	345572310	09/07/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		452.00
Vendor BREAKTHRU BEVERAGE Total:							10,523.18
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	1513849	09/15/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		409.35
C & L DISTRIBUTING	1513849	09/15/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		90.47
C & L DISTRIBUTING	1513850	09/15/2022	610-4810-62510	Liquor for Resale	BEER PURCHASE		69.60
Vendor C & L DISTRIBUTING Total:							569.42
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQUOR	2130593	09/06/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		285.00
JOHNSON BROTHERS LIQUOR	2130594	09/06/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		1,567.50
JOHNSON BROTHERS LIQUOR	2134920	09/12/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		4,309.79
JOHNSON BROTHERS LIQUOR	2134921	09/12/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		5,307.95
Vendor JOHNSON BROTHERS LIQUOR Total:							11,470.24
Vendor: MIDDLE RIVER COOP							
MIDDLE RIVER COOP	4304	09/06/2022	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASE - B JOPPRU		72.88
Vendor MIDDLE RIVER COOP Total:							72.88
Vendor: MINNESOTA ENERGY GROUP-00005							
MINNESOTA ENERGY GROUP...	4309146326	09/29/2022	690-4830-63890	Utilities Expense	GAS METER READING - SEP 2...		154.20
Vendor MINNESOTA ENERGY GROUP-00005 Total:							154.20
Vendor: O'REILLY AUTOMOTIVE INC							
O'REILLY AUTOMOTIVE INC	1519-315202	09/05/2022	100-4210-62120	Gas-Oil-Lube	WIPER FLUID		7.98
O'REILLY AUTOMOTIVE INC	1519-315327	09/06/2022	100-4210-62990	Misc. Operating Expense	MIRROR REPAIR KIT		6.99
O'REILLY AUTOMOTIVE INC	1519-316672	09/22/2022	100-4210-62990	Misc. Operating Expense	HEADLIGHT BULB		66.94
Vendor O'REILLY AUTOMOTIVE INC Total:							81.91

Packet: APPKT00409 - 10/03/22 DIRECT PAYABLES

Page 23 of 91

Council Approval Register

Packet: APPKT00409 - 10/03/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		40.01
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.19
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.19
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	650-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		43.85
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	680-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.19
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.19
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.19
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.19
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.19
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.19
VERIZON WIRELESS #786782...	SEP/OCT 2022	09/21/2022	820-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.19
Vendor VERIZON WIRELESS #786782900 Total:							1,616.33
Vendor: VINOCOPIA INC							
VINOCOPIA INC	0312147-IN	09/07/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		112.71
VINOCOPIA INC	0312147-IN	09/07/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		1,170.00
VINOCOPIA INC	0312147-IN	09/07/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		120.00
Vendor VINOCOPIA INC Total:							1,402.71
Grand Total:							51,195.08

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	13,121.28
610 - LIQUOR DISPENSARY	37,465.03
620 - WATER UTILITY FUND	122.39
650 - TOURIST PARK - VENUWORKS	43.85
680 - WASTEWATER UTILITY FUND	41.19
690 - ELECTRIC UTILITY FUND	360.15
820 - GREENWOOD CEMETERY FUND	41.19
Grand Total:	51,195.08

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63210	Communication Expense	174.38
100-4192-63210	Communication Expense	40.01
100-4194-63210	Communication Expense	41.19
100-4210-62120	Gas-Oil-Lube	7.98
100-4210-62990	Misc. Operating Expense	73.93
100-4210-63210	Communication Expense	659.04
100-4240-63210	Communication Expense	41.19
100-4312-62120	Gas-Oil-Lube	72.88
100-4510-63210	Communication Expense	82.38
100-4650-63210	Communication Expense	41.19
100-4670-63030	Contracts Expense	11,887.11
610-4810-62510	Liquor for Resale	26,830.93
610-4810-62520	Beer for Resale	632.30
610-4810-62530	Wine for Resale	9,594.45
610-4810-62540	Soft Drinks/Mix for Resale	324.97
610-4830-63210	Communication Expense	82.38
620-4830-63210	Communication Expense	122.39
650-4830-63210	Communication Expense	43.85
680-4830-63210	Communication Expense	41.19
690-4830-63210	Communication Expense	205.95
690-4830-63890	Utilities Expense	154.20
820-4830-63210	Communication Expense	41.19
Grand Total:		51,195.08

Project Account Summary

Project Account Key	Expense Amount
None	51,195.08
Grand Total:	51,195.08



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00413 - PYPKT00551 - 2022 09 22 #19 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIREM...	INV0000531	09/22/2022	740-24000	Clearing Account	MSRS		88,411.29
Vendor MINNESOTA STATE RETIREMENT SYS Total:							88,411.29
Grand Total:							88,411.29

Fund Summary		
Fund		Expense Amount
740 - TRF HEALTH INSURANCE FUND		88,411.29
	Grand Total:	88,411.29

Account Summary		
Account Number	Account Name	Expense Amount
740-24000	Clearing Account	88,411.29
	Grand Total:	88,411.29

Project Account Summary		Expense Amount
Project Account Key		
None		88,411.29
	Grand Total:	88,411.29



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00415 - PYPKT00551 - 2022 09 22 #19 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 OF...	INV0000541	09/28/2022	740-4870-63650	Senior Gold BC/BS Monthly bi...	Senior Gold		3,367.00
Vendor BLUE CROSS BLUE SHIELD OF MN Total:							3,367.00
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0000538	09/22/2022	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		18,552.16
INTERNAL REVENUE SERVICE	INV0000538	09/22/2022	740-20150	Payroll Taxes Payable	MEDICARE		6,455.74
INTERNAL REVENUE SERVICE	INV0000538	09/22/2022	740-20150	Payroll Taxes Payable	FED W/H		19,673.58
Vendor INTERNAL REVENUE SERVICE Total:							44,681.48
Vendor: MEDICAREBLUE RX							
MEDICAREBLUE RX	INV0000542	09/28/2022	740-4870-63650	Senior Gold BC/BS Monthly bi...	Medicare Blue RX		2,314.00
Vendor MEDICAREBLUE RX Total:							2,314.00
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIREM...	INV0000539	09/27/2022	100-4150-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIREM...	INV0000539	09/27/2022	100-4210-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIREM...	INV0000539	09/27/2022	100-4220-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIREM...	INV0000539	09/27/2022	100-4312-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIREM...	INV0000539	09/27/2022	100-4315-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIREM...	INV0000539	09/27/2022	100-4650-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIREM...	INV0000539	09/27/2022	620-4825-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIREM...	INV0000539	09/27/2022	690-4825-61340	MSRS HCSP	HCSP Retiree		100.00
Vendor MINNESOTA STATE RETIREMENT SYS Total:							1,000.00
Vendor: MINNESOTA TEAMSTERS NO. 320							
MINNESOTA TEAMSTERS NO....	INV0000535	09/22/2022	740-24000	Clearing Account	Union Dues		3,608.00
Vendor MINNESOTA TEAMSTERS NO. 320 Total:							3,608.00
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WITH...	INV0000537	09/22/2022	740-20160	State Withholding	State W/H Tax		9,668.98
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							9,668.98
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	100-4150-61310	Health Insurance	Health Insurance Premium		4,061.34
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	100-4210-61310	Health Insurance	Health Insurance Premium		16,410.31
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	100-4220-61310	Health Insurance	Health Insurance Premium		4,479.39
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	100-4240-61310	Health Insurance	Health Insurance Premium		1,403.44
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	100-4312-61310	Health Insurance	Health Insurance Premium		6,856.18
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	100-4315-61310	Health Insurance	Health Insurance Premium		6,253.02
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	100-4510-61310	Health Insurance	Health Insurance Premium		1,230.38
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	100-4650-61310	Health Insurance	Health Insurance Premium		2,633.82

Council Approval Register

Packet: APPKT00415 - PYPKT00551 - 2022 09 22 #19 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	610-4825-61310	Health Insurance	Health Insurance Premium		6,880.59
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	620-4825-61310	Health Insurance	Health Insurance Premium		4,829.74
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	680-4825-61310	Health Insurance	Health Insurance Premium		4,222.36
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	690-4825-61310	Health Insurance	Health Insurance Premium		11,592.60
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	740-4870-63620	Employee BC/BS Monthly Bill...	Health Insurance Employee C...		17,905.08
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	740-4870-63660	Retiree BC/BS Monthly billing	Health Insurance Retiree		6,973.88
NORTHWEST SERVICE COOPE...	INV0000546	09/30/2022	820-4825-61310	Health Insurance	Health Insurance Premium		1,403.44
Vendor NORTHWEST SERVICE COOPERATIVE Total:							97,135.57
Vendor: P E R A OF MN							
P E R A OF MN	INV0000536	09/22/2022	740-20180	PERA Payable	PERA EE/ER DEF		312.00
P E R A OF MN	INV0000536	09/22/2022	740-20180	PERA Payable	PERA EE/ER P&F		22,427.56
P E R A OF MN	INV0000536	09/22/2022	740-20180	PERA Payable	PERA EE/ER COORD		21,038.88
Vendor P E R A OF MN Total:							43,778.44
Vendor: SANFORD HEALTH							
SANFORD HEALTH	INV0000540	09/28/2022	100-4210-62990	Misc. Operating Expense	Drug Testing & Physicals		200.00
SANFORD HEALTH	INV0000540	09/28/2022	620-4840-62990	Misc. Operating Expense	Drug Testing & Physicals		12.50
SANFORD HEALTH	INV0000540	09/28/2022	680-4840-62990	Misc. Operating Expense	Drug Testing & Physicals		12.50
SANFORD HEALTH	INV0000540	09/28/2022	690-4840-62990	Misc. Operating Expense	Drug Testing & Physicals		55.00
Vendor SANFORD HEALTH Total:							280.00
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV0000534	09/22/2022	740-24000	Clearing Account	Life Ins Premium		488.41
Vendor SUN LIFE FINANCIAL - LIFE Total:							488.41
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0000530	09/22/2022	740-24000	Clearing Account	Contributions Employee		2,335.00
Vendor VANTAGEPOINT ICMA Total:							2,335.00
Vendor: WEX BANK							
WEX BANK	INV0000533	09/22/2022	740-24000	Clearing Account	HSA		364.76
WEX BANK	INV0000544	09/30/2022	100-4150-61310	Health Insurance	HSA City Contribution		977.59
WEX BANK	INV0000544	09/30/2022	100-4210-61310	Health Insurance	HSA City Contribution		1,584.98
WEX BANK	INV0000544	09/30/2022	100-4220-61310	Health Insurance	HSA City Contribution		370.20
WEX BANK	INV0000544	09/30/2022	100-4312-61310	Health Insurance	HSA City Contribution		422.29
WEX BANK	INV0000544	09/30/2022	100-4315-61310	Health Insurance	HSA City Contribution		844.58
WEX BANK	INV0000544	09/30/2022	100-4650-61310	Health Insurance	HSA City Contribution		185.10
WEX BANK	INV0000544	09/30/2022	610-4825-61310	Health Insurance	HSA City Contribution		422.29
WEX BANK	INV0000544	09/30/2022	680-4825-61310	Health Insurance	HSA City Contribution		422.29
WEX BANK	INV0000544	09/30/2022	690-4825-61310	Health Insurance	HSA City Contribution		185.10
WEX BANK	INV0000544	09/30/2022	820-4825-61310	Health Insurance	HSA City Contribution		422.29
WEX BANK	INV0000545	09/30/2022	100-4150-61310	Health Insurance	VEBA City Contribution		370.20
WEX BANK	INV0000545	09/30/2022	100-4210-61310	Health Insurance	VEBA City Contribution		2,562.57
WEX BANK	INV0000545	09/30/2022	100-4220-61310	Health Insurance	VEBA City Contribution		977.59
WEX BANK	INV0000545	09/30/2022	100-4240-61310	Health Insurance	VEBA City Contribution		422.29
WEX BANK	INV0000545	09/30/2022	100-4312-61310	Health Insurance	VEBA City Contribution		792.49

Council Approval Register

Packet: APPKT00415 - PYPKT00551 - 2022 09 22 #19 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
WEX BANK	INV0000545	09/30/2022	100-4315-61310	Health Insurance	VEBA City Contribution		792.49
WEX BANK	INV0000545	09/30/2022	100-4510-61310	Health Insurance	VEBA City Contribution		555.30
WEX BANK	INV0000545	09/30/2022	100-4650-61310	Health Insurance	VEBA City Contribution		607.39
WEX BANK	INV0000545	09/30/2022	620-4825-61310	Health Insurance	VEBA City Contribution		422.29
WEX BANK	INV0000545	09/30/2022	680-4825-61310	Health Insurance	VEBA City Contribution		607.39
WEX BANK	INV0000545	09/30/2022	690-4825-61310	Health Insurance	VEBA City Contribution		2,880.68
Vendor WEX BANK Total:							17,192.15
Grand Total:							225,849.03

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	55,792.94
610 - LIQUOR DISPENSARY	7,302.88
620 - WATER UTILITY FUND	5,364.53
680 - WASTEWATER UTILITY FUND	5,264.54
690 - ELECTRIC UTILITY FUND	14,813.38
740 - TRF HEALTH INSURANCE FUND	135,485.03
820 - GREENWOOD CEMETERY FUND	1,825.73
Grand Total:	225,849.03

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	5,409.13
100-4150-61340	MSRS HCSP	200.00
100-4210-61310	Health Insurance	20,557.86
100-4210-61340	MSRS HCSP	100.00
100-4210-62990	Misc. Operating Expense	200.00
100-4220-61310	Health Insurance	5,827.18
100-4220-61340	MSRS HCSP	200.00
100-4240-61310	Health Insurance	1,825.73
100-4312-61310	Health Insurance	8,070.96
100-4312-61340	MSRS HCSP	100.00
100-4315-61310	Health Insurance	7,890.09
100-4315-61340	MSRS HCSP	100.00
100-4510-61310	Health Insurance	1,785.68
100-4650-61310	Health Insurance	3,426.31
100-4650-61340	MSRS HCSP	100.00
610-4825-61310	Health Insurance	7,302.88
620-4825-61310	Health Insurance	5,252.03
620-4825-61340	MSRS HCSP	100.00
620-4840-62990	Misc. Operating Expense	12.50
680-4825-61310	Health Insurance	5,252.04
680-4840-62990	Misc. Operating Expense	12.50
690-4825-61310	Health Insurance	14,658.38
690-4825-61340	MSRS HCSP	100.00
690-4840-62990	Misc. Operating Expense	55.00
740-20150	Payroll Taxes Payable	44,681.48
740-20160	State Withholding	9,668.98
740-20180	PERA Payable	43,778.44
740-24000	Clearing Account	6,796.17
740-4870-63620	Employee BC/BS Monthly...	17,905.08
740-4870-63650	Senior Gold BC/BS Month...	5,681.00
740-4870-63660	Retiree BC/BS Monthly bill..	6,973.88

Account Summary		
Account Number	Account Name	Expense Amount
820-4825-61310	Health Insurance	1,825.73
Grand Total:		225,849.03

Project Account Summary	
Project Account Key	Expense Amount
None	225,849.03
Grand Total:	225,849.03



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00417 - 09/29/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: CAPITAL ONE							
CAPITAL ONE	00020	08/22/2022	100-4550-62990	Misc. Operating Expense	TRAPS / WATER FILTER / CUPS		53.40
CAPITAL ONE	03193	09/08/2022	100-4194-62990	Misc. Operating Expense	MISC SUPPLIES		63.24
CAPITAL ONE	03193	09/08/2022	100-4210-63100	Animal Control	DOG POUND		19.70
Vendor CAPITAL ONE Total:							136.34
Vendor: U S POSTMASTER							
U S POSTMASTER	OCT 2022	09/29/2022	100-4315-62010	Office Supplies	POSTAGE - OCT 2022 UTILITY...		256.47
U S POSTMASTER	OCT 2022	09/29/2022	620-4840-62010	Office Supplies	POSTAGE - OCT 2022 UTILITY...		598.42
U S POSTMASTER	OCT 2022	09/29/2022	680-4840-62010	Office Supplies	POSTAGE - OCT 2022 UTILITY...		170.98
U S POSTMASTER	OCT 2022	09/29/2022	690-4840-62010	Office Supplies	POSTAGE - OCT 2022 UTILITY...		683.91
Vendor U S POSTMASTER Total:							1,709.78
Vendor: WOJO'S GREENBUSH RODEO							
WOJO'S GREENBUSH RODEO	1096	09/23/2022	610-4890-64900	Civic Events	SPONSORSHIP - WOJO'S ROD...		150.00
Vendor WOJO'S GREENBUSH RODEO Total:							150.00
Grand Total:							1,996.12

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	392.81
610 - LIQUOR DISPENSARY	150.00
620 - WATER UTILITY FUND	598.42
680 - WASTEWATER UTILITY FUND	170.98
690 - ELECTRIC UTILITY FUND	683.91
Grand Total:	1,996.12

Account Summary

Account Number	Account Name	Expense Amount
100-4194-62990	Misc. Operating Expense	63.24
100-4210-63100	Animal Control	19.70
100-4315-62010	Office Supplies	256.47
100-4550-62990	Misc. Operating Expense	53.40
610-4890-64900	Civic Events	150.00
620-4840-62010	Office Supplies	598.42
680-4840-62010	Office Supplies	170.98
690-4840-62010	Office Supplies	683.91
Grand Total:		1,996.12

Project Account Summary

Project Account Key	Expense Amount
None	1,996.12
Grand Total:	1,996.12



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00419 - PYPKT00555 - 2022 10 06 #20 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VSP INSURANCE CO							
VSP INSURANCE CO	INV0000548	10/06/2022	740-24000	Clearing Account	FLEX VISION		195.80
VSP INSURANCE CO	INV0000548	10/06/2022	740-4870-63645	Vision Insurance - COBRA	FLEX VISION COBRA March		20.86
						Vendor VSP INSURANCE CO Total:	216.66
						Grand Total:	216.66

Fund Summary

Fund	Expense Amount
740 - TRF HEALTH INSURANCE FUND	216.66
Grand Total:	216.66

Account Summary

Account Number	Account Name	Expense Amount
740-24000	Clearing Account	195.80
740-4870-63645	Vision Insurance - COBRA	20.86
Grand Total:		216.66

Project Account Summary

Project Account Key	Expense Amount
None	216.66
Grand Total:	216.66



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00422 - 10/05/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BANYON DATA SYSTEMS INC							
BANYON DATA SYSTEMS INC	162931 DUP	10/05/2022	100-4240-63020	Computer Maintenance & lic...	REISSUE LOST CHECK FOR BDS..		865.00
Vendor BANYON DATA SYSTEMS INC Total:							865.00
Vendor: CARDMEMBER SERVICE							
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	100-4150-64400	Travel, Conference, School	LODGING - R OLSON		229.58
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	100-4192-63020	Computer Maintenance & lic...	1 YEAR SUBSCRIPTION RENE...		96.18
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	100-4210-63020	Computer Maintenance & lic...	TRANSCRIPTION LICENSE FEE ...		149.00
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	100-4210-63320	Training Expense	REG FEE - M ROFF / BCA TRNG		125.00
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	100-4210-63320	Training Expense	REG FEE - B TURESON / TZD ...		125.00
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	100-4210-63320	Training Expense	REG FEE - S HOFFART / BCA ...		375.00
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	100-4210-63320	Training Expense	LODGING - K JOHNSRUD / JA...		544.80
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	100-4312-64370	Taxes and Licenses	LICENSE RENEWL FEE - B PUP...		20.00
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	100-4315-62010	Office Supplies	EMAIL SUBSCRIPTION FEE - S...		13.49
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	610-4840-62140	Off Sale Supplies	GRIP PAK REEL - 6 PK RINGS		208.30
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	620-4840-62010	Office Supplies	EMAIL SUBSCRIPTION FEE - S...		31.48
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	630-4890-64370	Taxes and Licenses	ELECCTRICAL PERMIT FEE H...		36.00
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	680-4840-62010	Office Supplies	EMAIL SUBSCRIPTION FEE - S...		9.00
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	690-4840-62010	Office Supplies	2023 DAILY POCKET CALEND...		229.23
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	690-4840-62010	Office Supplies	EMAIL SUBSCRIPTION FEE - S...		35.98
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	690-4850-62210	Equipment Maint & Repair	UPS SHIPPING CHARGES - AR...		342.56
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	690-4890-63020	Computer Maintenance & lic...	PING PLOTTER - SEP 2022		30.99
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	690-4890-64400	Travel, Conference, School	LODGING - G HALL / ROSEVIL...		427.14
CARDMEMBER SERVICE	AUG / SEP 2022	10/05/2022	690-4890-64400	Travel, Conference, School	LODGING - S ZAVORAL / ROS...		427.14
Vendor CARDMEMBER SERVICE Total:							3,455.87
Grand Total:							4,320.87

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	2,543.05
610 - LIQUOR DISPENSARY	208.30
620 - WATER UTILITY FUND	31.48
630 - ARENAS - VENUWORKS	36.00
680 - WASTEWATER UTILITY FUND	9.00
690 - ELECTRIC UTILITY FUND	1,493.04
Grand Total:	4,320.87

Account Summary

Account Number	Account Name	Expense Amount
100-4150-64400	Travel, Conference, School	229.58
100-4192-63020	Computer Maintenance & ..	96.18
100-4210-63020	Computer Maintenance & ..	149.00
100-4210-63320	Training Expense	1,169.80
100-4240-63020	Computer Maintenance & ..	865.00
100-4312-64370	Taxes and Licenses	20.00
100-4315-62010	Office Supplies	13.49
610-4840-62140	Off Sale Supplies	208.30
620-4840-62010	Office Supplies	31.48
630-4890-64370	Taxes and Licenses	36.00
680-4840-62010	Office Supplies	9.00
690-4840-62010	Office Supplies	265.21
690-4850-62210	Equipment Maint & Repair	342.56
690-4890-63020	Computer Maintenance & ..	30.99
690-4890-64400	Travel, Conference, School	854.28
Grand Total:		4,320.87

Project Account Summary

Project Account Key	Expense Amount
None	4,320.87
Grand Total:	4,320.87



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00423 - 10/07/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: COCA-COLA BOTTLING COMPANY							
COCA-COLA BOTTLING COM...	3581506	09/21/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		164.00
COCA-COLA BOTTLING COM...	4160818	09/01/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		129.50
COCA-COLA BOTTLING COM...	4160847	09/08/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		105.50
COCA-COLA BOTTLING COM...	4160888	09/15/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		65.00
COCA-COLA BOTTLING COM...	4160929	09/22/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		166.50
COCA-COLA BOTTLING COM...	4160970	09/29/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		422.50
Vendor COCA-COLA BOTTLING COMPANY Total:							1,053.00
Vendor: KEZAR MUSIC							
KEZAR MUSIC	32481	09/28/2022	520-4680-65900	Work in Process-Construction	HOMCC POWER AMP		4,913.41
Vendor KEZAR MUSIC Total:							4,913.41
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	141188	09/16/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		28,240.10
NORTHWEST BEVERAGE INC	141188	09/16/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX CREDIT		-30.00
NORTHWEST BEVERAGE INC	141220	09/19/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		5,331.80
NORTHWEST BEVERAGE INC	141302	09/23/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		8,510.55
NORTHWEST BEVERAGE INC	141329	09/26/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		5,711.00
NORTHWEST BEVERAGE INC	141397	09/30/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		39,450.35
NORTHWEST BEVERAGE INC	141397	09/30/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		256.00
Vendor NORTHWEST BEVERAGE INC Total:							87,469.80
Vendor: PEPSI BEVERAGES COMPANY							
PEPSI BEVERAGES COMPANY	26768407	09/22/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		451.70
Vendor PEPSI BEVERAGES COMPANY Total:							451.70
Vendor: WEX BANK							
WEX BANK	82950976	08/07/2022	100-4210-62120	Gas-Oil-Lube	PAPER DELIVERY FEE - AUG 2...		10.00
WEX BANK	82950976	08/07/2022	100-4210-62120	Gas-Oil-Lube	PAPER DELIVERY FEE - SEP 20...		10.00
Vendor WEX BANK Total:							20.00
Grand Total:							93,907.91

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	20.00
520 - 2018 ARENA PROJECT	4,913.41
610 - LIQUOR DISPENSARY	88,974.50
Grand Total:	93,907.91

Account Summary

Account Number	Account Name	Expense Amount
100-4210-62120	Gas-Oil-Lube	20.00
520-4680-65900	Work in Process-Construct..	4,913.41
610-4810-62520	Beer for Resale	87,243.80
610-4810-62540	Soft Drinks/Mix for Resale	1,730.70
Grand Total:		93,907.91

Project Account Summary

Project Account Key	Expense Amount
None	93,907.91
Grand Total:	93,907.91



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00425 - 10/12/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC PYM...	SEP 2022	10/03/2022	610-4890-63060	Credit Card Fees	CREDIT CARD FEES - SEP 2022		7,568.46
Vendor BANKCARD ELECTRONIC PYMTS INC Total:							7,568.46
Vendor: CITY OF T R F - ADMINISTRATION							
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	100-4110-64400	Travel, Conference, School	REIMBURSE PETTY CASH - W...		5.00
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	100-4150-62010	Office Supplies	REIMBURSE PETTY CASH - ST...		23.20
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	100-4150-62010	Office Supplies	REIMBURSE PETTY CASH - PR...		8.95
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	100-4150-64400	Travel, Conference, School	REIMBURSE PETTY CASH - AD...		1.48
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	100-4312-62990	Misc. Operating Expense	REIMBURSE PETTY CASH - CE...		4.23
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	100-4315-64370	Taxes and Licenses	REIMBURSE PETTY CASH - TIT...		11.00
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	100-4670-62990	Misc. Operating Expense	REIMBURSE PETTY CASH - 10...		11.75
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	210-4670-64400	Travel, Conference, School	REIMBURSE PETTY CASH - CD...		3.50
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	210-4670-64400	Travel, Conference, School	REIMBURSE PETTY CASH - CD...		4.00
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	690-4840-62010	Office Supplies	REIMBURSE PETTY CASH - M...		3.12
CITY OF T R F - ADMINISTRAT...	REIMBURSE	10/11/2022	690-4840-62010	Office Supplies	REIMBURSE PETTY CASH - PO...		3.32
Vendor CITY OF T R F - ADMINISTRATION Total:							79.55
Vendor: GARDEN VALLEY TECHNOLOGIES							
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	100-4150-63210	Communication Expense	PHONE CHARGES - OCT 2022		390.47
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	100-4150-63210	Communication Expense	PHONE CHARGES - OCT 2022		5.47
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	100-4220-63210	Communication Expense	PHONE CHARGES - OCT 2022		66.95
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	100-4240-63210	Communication Expense	PHONE CHARGES - OCT 2022		36.98
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	100-4312-63210	Communication Expense	PHONE CHARGES - OCT 2022		41.99
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	100-4315-63210	Communication Expense	PHONE CHARGES - OCT 2022		41.98
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	100-4510-63210	Communication Expense	PHONE CHARGES - OCT 2022		48.99
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	100-4570-63210	Communication Expense	PHONE CHARGES - OCT 2022		9.99
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	100-4650-63210	Communication Expense	PHONE CHARGES - OCT 2022		137.97
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	610-4830-63210	Communication Expense	PHONE CHARGES - OCT 2022		80.98
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	620-4830-63210	Communication Expense	PHONE CHARGES - OCT 2022		222.87
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	630-4830-63210	Communication Expense	PHONE CHARGES - OCT 2022		281.85
GARDEN VALLEY TECHNOLOG...	101190397	10/11/2022	690-4830-63210	Communication Expense	PHONE CHARGES - OCT 2022		341.91
Vendor GARDEN VALLEY TECHNOLOGIES Total:							1,708.40
Vendor: GLOBAL PAYMENTS INTEGRATED							
GLOBAL PAYMENTS INTEGRA...	SEP 2022 ASHLEY	10/03/2022	100-4670-63060	Credit Card Fees	CREDIT CARD FEES - SEP 2022		55.18
GLOBAL PAYMENTS INTEGRA...	SEP 2022 ASHLEY	10/03/2022	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - SEP 2022...		894.79
GLOBAL PAYMENTS INTEGRA...	SEP 2022 CIVIC	10/03/2022	100-4670-63060	Credit Card Fees	CREDIT CARD FEES - SEP 2022...		5.00
Vendor GLOBAL PAYMENTS INTEGRATED Total:							954.97

Council Approval Register

Packet: APPKT00425 - 10/12/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	679589	09/20/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		14,857.70
MC KINNON COMPANY INC	679589	09/20/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		90.94
MC KINNON COMPANY INC	680576	09/23/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		235.75
MC KINNON COMPANY INC	680576	09/23/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		4,715.60
MC KINNON COMPANY INC	680792	09/27/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		14,445.94
MC KINNON COMPANY INC	680792	09/27/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		406.10
MC KINNON COMPANY INC	680957	10/11/2022	610-4810-62520	Beer for Resale	BEER CREDIT		-208.00
MC KINNON COMPANY INC	681607	09/30/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		25.40
MC KINNON COMPANY INC	681628	09/30/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,555.95
MC KINNON COMPANY INC	681628	09/30/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		12,729.65
MC KINNON COMPANY INC	681692	09/30/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		-212.00
MC KINNON COMPANY INC	681692	09/30/2022	610-4810-62530	Wine for Resale	WINE CREDIT		-12.25
Vendor MC KINNON COMPANY INC Total:							48,630.78
Vendor: MINNESOTA ENERGY GROUP-00003							
MINNESOTA ENERGY GROUP...	4313536580	10/04/2022	100-4220-63890	Utilities Expense	GAS METER READING - SEP 2...		47.00
MINNESOTA ENERGY GROUP...	4313536580	10/04/2022	100-4550-63890	Utilities Expense	GAS METER READING - SEP 2...		174.80
MINNESOTA ENERGY GROUP...	4313536580	10/04/2022	100-4560-63890	Utilities Expense	GAS METER READING - SEP 2...		67.46
MINNESOTA ENERGY GROUP...	4313536580	10/04/2022	100-4570-63890	Utilities Expense	GAS METER READING - SEP 2...		50.23
MINNESOTA ENERGY GROUP...	4313536580	10/04/2022	680-4830-63890	Utilities Expense	GAS METER READING - SEP 2...		21.38
Vendor MINNESOTA ENERGY GROUP-00003 Total:							360.87
Vendor: NORTHDALE OIL INC							
NORTHDALE OIL INC	SEP 2022	10/11/2022	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - SEP 2022		1,849.22
NORTHDALE OIL INC	SEP 2022	10/11/2022	100-4220-62120	Gas-Oil-Lube	FUEL PURCHASES - SEP 2022		80.82
NORTHDALE OIL INC	SEP 2022	10/11/2022	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - SEP 2022		435.87
NORTHDALE OIL INC	SEP 2022	10/11/2022	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - SEP 2022		261.43
Vendor NORTHDALE OIL INC Total:							2,627.34
Vendor: PAUSTIS WINE COMPANY							
PAUSTIS WINE COMPANY	176309	08/31/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		600.00
PAUSTIS WINE COMPANY	176309	08/31/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES		7.00
Vendor PAUSTIS WINE COMPANY Total:							607.00
Vendor: VERIZON WIRELESS #742042583							
VERIZON WIRELESS #742042...	9917145981	10/01/2022	100-4240-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		40.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	100-4650-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		40.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	620-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		37.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	620-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		35.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	620-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		40.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	680-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		35.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		40.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		35.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		40.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		40.01

Council Approval Register

Packet: APPKT00425 - 10/12/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
VERIZON WIRELESS #742042...	9917145981	10/01/2022	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		40.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		35.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		35.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		40.01
VERIZON WIRELESS #742042...	9917145981	10/01/2022	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - O...		40.01
Vendor VERIZON WIRELESS #742042583 Total:							572.15
Grand Total:							63,109.52

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	3,692.00
210 - COMM DEVELOPMENT REV LOAN FUND	7.50
610 - LIQUOR DISPENSARY	56,887.22
620 - WATER UTILITY FUND	334.90
630 - ARENAS - VENUWORKS	281.85
680 - WASTEWATER UTILITY FUND	56.39
690 - ELECTRIC UTILITY FUND	1,849.66
Grand Total:	63,109.52

Account Summary

Account Number	Account Name	Expense Amount
100-4110-64400	Travel, Conference, School	5.00
100-4150-62010	Office Supplies	32.15
100-4150-63210	Communication Expense	395.94
100-4150-64400	Travel, Conference, School	1.48
100-4210-62120	Gas-Oil-Lube	1,849.22
100-4220-62120	Gas-Oil-Lube	80.82
100-4220-63210	Communication Expense	66.95
100-4220-63890	Utilities Expense	47.00
100-4240-63210	Communication Expense	76.99
100-4312-62120	Gas-Oil-Lube	435.87
100-4312-62990	Misc. Operating Expense	4.23
100-4312-63210	Communication Expense	41.99
100-4315-63210	Communication Expense	41.98
100-4315-64370	Taxes and Licenses	11.00
100-4510-63210	Communication Expense	48.99
100-4550-63890	Utilities Expense	174.80
100-4560-63890	Utilities Expense	67.46
100-4570-63210	Communication Expense	9.99
100-4570-63890	Utilities Expense	50.23
100-4650-63210	Communication Expense	177.98
100-4670-62990	Misc. Operating Expense	11.75
100-4670-63060	Credit Card Fees	60.18
210-4670-64400	Travel, Conference, School	7.50
610-4810-62510	Liquor for Resale	2,391.70
610-4810-62520	Beer for Resale	33,624.64
610-4810-62530	Wine for Resale	13,123.50
610-4810-62540	Soft Drinks/Mix for Resale	90.94
610-4810-62610	Freight In (Liquor)	7.00
610-4830-63210	Communication Expense	80.98
610-4890-63060	Credit Card Fees	7,568.46
620-4830-63210	Communication Expense	334.90

Account Summary

Account Number	Account Name	Expense Amount
630-4830-63210	Communication Expense	281.85
680-4830-63210	Communication Expense	35.01
680-4830-63890	Utilities Expense	21.38
690-4830-63210	Communication Expense	687.00
690-4840-62010	Office Supplies	6.44
690-4840-62120	Gas-Oil-Lube	261.43
690-4890-63060	Credit Card Fees	894.79
Grand Total:		63,109.52

Project Account Summary

Project Account Key	Expense Amount
None	63,109.52
Grand Total:	63,109.52



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00426 - 10/18/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACME ELECTRIC COMPANIES							
ACME ELECTRIC COMPANIES	10423942	09/26/2022	620-4850-62210	Equipment Maint & Repair	FLUID - SULLAIR COMPRESSO...		231.96
ACME ELECTRIC COMPANIES	10424410	09/26/2022	620-4850-62210	Equipment Maint & Repair	FUEL & AIR FILTERS - SULLAIR...		261.14
Vendor ACME ELECTRIC COMPANIES Total:							493.10
Vendor: AQUA PURE INC							
AQUA PURE INC	TRFMN2212	10/06/2022	620-4840-62160	Chemicals	CHEMICALS		12,005.69
AQUA PURE INC	TRFMN2213	10/06/2022	620-4840-62160	Chemicals	CHEMICALS		19,635.00
Vendor AQUA PURE INC Total:							31,640.69
Vendor: ARAMARK							
ARAMARK	2630047999	09/06/2022	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - SEP 2022		80.39
ARAMARK	2630050940	09/13/2022	100-4312-63030	Contracts Expense	LAUNDRY SERVICE - SEP 2022		78.77
ARAMARK	2630053699	09/20/2022	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - SEP 2022		80.39
ARAMARK	2630057055	09/27/2022	100-4312-63030	Contracts Expense	LAUNDRY SERVICE - SEP 2022		78.77
Vendor ARAMARK Total:							318.32
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3562375	09/26/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		663.65
Vendor ARTISAN BEER COMPANY Total:							663.65
Vendor: BORDER BROADCASTING							
BORDER BROADCASTING	1223000220000	09/25/2022	610-4880-63490	Advertising	RADIO ADVERTISING - GOOSE...		75.00
Vendor BORDER BROADCASTING Total:							75.00
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC I...	37145-777231	09/28/2022	100-4670-62990	Misc. Operating Expense	FLEX FEE - SEP 2022		180.00
Vendor BRADY MARTZ & ASSOC PC INC Total:							180.00
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	345815739	09/27/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,618.40
Vendor BREAKTHRU BEVERAGE Total:							1,618.40
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	1520027	09/29/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		176.10
C & L DISTRIBUTING	1520027	09/29/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		39.49
Vendor C & L DISTRIBUTING Total:							215.59
Vendor: COLE PAPERS INC							
COLE PAPERS INC	10195771	09/12/2022	690-4840-62400	Small Tools and Minor Equip	17" SCRUBBER		3,734.08
COLE PAPERS INC	10196069	09/09/2022	610-4840-62140	Off Sale Supplies	QUART LIQUOR BAGS		44.86
COLE PAPERS INC	10196354	09/09/2022	610-4850-62230	Building Maint & Repair	SPRAYERS		15.21

Council Approval Register
Packet: APPKT00426 - 10/18/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
COLE PAPERS INC	10197141	09/12/2022	690-4840-62990	Misc. Operating Expense	BUFFER PAD / CLEANER BOTT...		98.66
Vendor COLE PAPERS INC Total:							3,892.81
Vendor: CORE & MAIN LP							
CORE & MAIN LP	R622643	09/21/2022	620-4840-62430	Water Meters	WATER METER REPLACEMENT		1,681.02
CORE & MAIN LP	R629771	09/22/2022	620-4840-62430	Water Meters	NEW METER REPLACEMENT		1,140.74
CORE & MAIN LP	R634670	09/23/2022	620-4850-62200	System Expense	VALVE CAN REPAIRS		169.65
CORE & MAIN LP	R665014	09/20/2022	620-4840-62430	Water Meters	NEW METERS		2,900.00
Vendor CORE & MAIN LP Total:							5,891.41
Vendor: DANA C KLOS							
DANA C KLOS	SEP 2022	10/12/2022	100-4210-63100	Animal Control	ANIMAL CONTROL SERVICES -...		90.00
Vendor DANA C KLOS Total:							90.00
Vendor: DAVIDSON CONSTRUCTION INC							
DAVIDSON CONSTRUCTION I...	2397	09/14/2022	100-4510-65300	Improvements Other Than Bl...	3.5 CY CONCRETE		658.88
Vendor DAVIDSON CONSTRUCTION INC Total:							658.88
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	92671822	09/27/2022	690-4840-62990	Misc. Operating Expense	BATTERIES		212.92
Vendor DIGI KEY CORPORATION Total:							212.92
Vendor: EAZY PACK N SHIP							
EAZY PACK N SHIP	10261	09/06/2022	680-4840-62170	Field Supplies	SHIPPING CHARGES - SEP 2022		17.06
EAZY PACK N SHIP	10284	09/07/2022	690-4850-62350	Power Plant/Dam Maint	SHIPPING CHARGES - SEP 2022		60.71
EAZY PACK N SHIP	10325	09/12/2022	620-4840-62170	Field Supplies	SHIPPING CHARGES - SEP 2022		128.65
EAZY PACK N SHIP	10474	09/28/2022	620-4840-62010	Office Supplies	SHIPPING CHARGES - SEP 2022		49.33
Vendor EAZY PACK N SHIP Total:							255.75
Vendor: FLEET SUPPLY							
FLEET SUPPLY	126698	09/01/2022	620-4840-62890	Uniforms/ID Clothing	ANTI FREEZE - SEASONAL WA...		26.95
FLEET SUPPLY	14925	09/22/2022	690-4840-62880	Personal Protective Equipme...	PPE - FR PANTS / L SKIBICKI		188.68
FLEET SUPPLY	15138	09/30/2022	100-4510-62240	Department Maint & Repair	GRASS SEED		173.99
Vendor FLEET SUPPLY Total:							389.62
Vendor: GOPHER STATE ONE CALL							
GOPHER STATE ONE CALL	2090786	09/30/2022	690-4850-62360	Distribution Maint	BILLABLE LOCATES - SEP 2022		153.90
Vendor GOPHER STATE ONE CALL Total:							153.90
Vendor: HACH COMPANY							
HACH COMPANY	13270843	09/29/2022	680-4840-62170	Field Supplies	WW SAMPLES		158.42
Vendor HACH COMPANY Total:							158.42
Vendor: HARRIS COMPUTER SYSTEMS							
HARRIS COMPUTER SYSTEMS	XT00171927	09/30/2022	600-4680-65940	Work in Progress - Legal/Misc.	REIMBURSE TRAVEL EXPENSE...		3,034.37
Vendor HARRIS COMPUTER SYSTEMS Total:							3,034.37
Vendor: HAWKINS INC							
HAWKINS INC	6281982	09/02/2022	620-4840-62160	Chemicals	CHEMICALS		3,890.00
HAWKINS INC	6282427	09/06/2022	620-4840-62160	Chemicals	CHEMICALS		1,797.35

Council Approval Register

Packet: APPKT00426 - 10/18/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
HAWKINS INC	6296540	09/21/2022	620-4840-62160	Chemicals	CHEMICALS		1,276.00
Vendor HAWKINS INC Total:							6,963.35
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CHI...	1200465903	10/03/2022	690-4890-64370	Taxes and Licenses	TRF DAM RELICENSING		4,028.10
Vendor HDR ENGINEERING INC - CHICAGO Total:							4,028.10
Vendor: IHLE SPARBY AND HAASE PA							
IHLE SPARBY AND HAASE PA	2740	10/04/2022	100-4160-63040	Legal Fees	REIMBURSE EXPENSES - 202C...		395.00
IHLE SPARBY AND HAASE PA	2756	10/04/2022	100-4160-63040	Legal Fees	CONTRACT SERVICES - SEP 20...		2,525.00
IHLE SPARBY AND HAASE PA	2757	10/04/2022	100-4160-63040	Legal Fees	CRIMINAL CASES - SEP 2022		5,095.00
Vendor IHLE SPARBY AND HAASE PA Total:							8,015.00
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQUOR	2144692	09/26/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		6,179.55
JOHNSON BROTHERS LIQUOR	2144693	09/26/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		858.30
Vendor JOHNSON BROTHERS LIQUOR Total:							7,037.85
Vendor: JOHNSON CONTROLS							
JOHNSON CONTROLS	1-122063598314	09/29/2022	620-4850-62230	Building Maint & Repair	WTP HVAC REPAIR		852.00
Vendor JOHNSON CONTROLS Total:							852.00
Vendor: KIESLER POLICE SUPPLY							
KIESLER POLICE SUPPLY	SI103062	09/23/2022	100-4210-62400	Small Tools and Minor Equip	DUTY WEAPON & SIGHTS		174.00
Vendor KIESLER POLICE SUPPLY Total:							174.00
Vendor: KJELL JOHNSRUD							
KJELL JOHNSRUD	REIMB 09 16 22	09/16/2022	100-4210-63320	Training Expense	REIMBURSE MEALS EXP - SNI...		114.60
Vendor KJELL JOHNSRUD Total:							114.60
Vendor: LEE PLUMBING & HEATING INC							
LEE PLUMBING & HEATING I...	88009	09/21/2022	690-4850-62230	Building Maint & Repair	REPAIR KIT - MENS BATHRO...		101.92
Vendor LEE PLUMBING & HEATING INC Total:							101.92
Vendor: LESLIE MICHAEL COTA							
LESLIE MICHAEL COTA	532704	10/01/2022	100-4240-63030	Contracts Expense	TRACTOR MOWING SERVICES...		260.00
LESLIE MICHAEL COTA	76798	09/28/2022	100-4240-63030	Contracts Expense	tractor mowing services - sep...		240.00
Vendor LESLIE MICHAEL COTA Total:							500.00
Vendor: MARCO TECHNOLOGIES LLC NW 7128							
MARCO TECHNOLOGIES LLC ...	INV10393750	09/26/2022	690-4890-63030	Contracts Expense	COPIER CONTRACT - SEP 2022		74.07
MARCO TECHNOLOGIES LLC ...	INV10441483	10/07/2022	690-4890-63030	Contracts Expense	COPIER CONTRACT - OCT 2022		69.70
Vendor MARCO TECHNOLOGIES LLC NW 7128 Total:							143.77
Vendor: MARK BORSETH							
MARK BORSETH	2022-9	10/01/2022	100-4650-63030	Contracts Expense	OLANNING & ZONING SERVIC...		1,650.00
Vendor MARK BORSETH Total:							1,650.00
Vendor: MARK L HANSON							
MARK L HANSON	0929221	09/29/2022	100-4240-63030	Contracts Expense	RESIDENTIAL GRASS MOWIN...		266.00
Vendor MARK L HANSON Total:							266.00

Council Approval Register

Packet: APPKT00426 - 10/18/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MIKES AUTOMOTIVE CENTER INC							
MIKES AUTOMOTIVE CENTER ...	3118	09/26/2022	100-4510-62210	Equipment Maint & Repair	TIRE REPAIR		32.99
Vendor MIKES AUTOMOTIVE CENTER INC Total:							32.99
Vendor: MN DPT OF LABOR & INDUSTRY							
MN DPT OF LABOR & INDUST...	3RD QTR 2022	10/05/2022	100-4240-64390	Building Permit Surcharge	3RD QTR 2022 BUILDING PE...		2,133.89
Vendor MN DPT OF LABOR & INDUSTRY Total:							2,133.89
Vendor: MORRIS ELECTRONICS INC							
MORRIS ELECTRONICS INC	20169058	09/07/2022	680-4890-63020	Computer Maintenance & lic...	AE2S FIREWALL / SERVER UP...		118.75
MORRIS ELECTRONICS INC	20169059	09/07/2022	680-4890-63020	Computer Maintenance & lic...	AE2S FIREWALL / SERVER UP...		95.00
MORRIS ELECTRONICS INC	20169213	09/20/2022	100-4192-63020	Computer Maintenance & lic...	SERVICE LABOR		1,370.00
Vendor MORRIS ELECTRONICS INC Total:							1,583.75
Vendor: NORTHERN MOTORS INC							
NORTHERN MOTORS INC	6013597 1	08/29/2022	100-4210-62210	Equipment Maint & Repair	A/C REPAIR		236.56
Vendor NORTHERN MOTORS INC Total:							236.56
Vendor: NORTHERN STATE BANK							
NORTHERN STATE BANK	SEP 2022	10/04/2022	100-4150-63030	Contracts Expense	MONTHLY SERVICE CHARGE - ...		316.11
Vendor NORTHERN STATE BANK Total:							316.11
Vendor: NORTHWEST POWER SYSTEMS INC							
NORTHWEST POWER SYSTE...	T322259	09/19/2022	680-4850-62210	Equipment Maint & Repair	HYD HOSE 0 CAT BACKHOE		147.16
NORTHWEST POWER SYSTE...	T322527	09/27/2022	690-4850-62210	Equipment Maint & Repair	WASHER HOSE REPAIR - SM ...		152.66
Vendor NORTHWEST POWER SYSTEMS INC Total:							299.82
Vendor: NORTHWEST REGIONAL LIBRARY							
NORTHWEST REGIONAL LIBR...	665	10/03/2022	100-4550-63140	Regional Library System Pymt	4TH QTR 2022 ALLOCATION		42,697.75
Vendor NORTHWEST REGIONAL LIBRARY Total:							42,697.75
Vendor: OLSON UNDERGROUND INC							
OLSON UNDERGROUND INC	1015	10/03/2022	690-4890-63030	Contracts Expense	BORING SERVICES		24,720.00
Vendor OLSON UNDERGROUND INC Total:							24,720.00
Vendor: OPG-3 INC (f/k/a Crabtree Co)							
OPG-3 INC (f/k/a Crabtree Co)	6086	10/03/2022	100-4192-63020	Computer Maintenance & lic...	SUPPORT - LASERFICHE		2,148.00
Vendor OPG-3 INC (f/k/a Crabtree Co) Total:							2,148.00
Vendor: PENNINGTON FAST LUBE INC							
PENNINGTON FAST LUBE INC	81262	10/03/2022	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		44.95
Vendor PENNINGTON FAST LUBE INC Total:							44.95
Vendor: PETERSON LUMBER COMPANY							
PETERSON LUMBER COMPA...	2209-033882	09/26/2022	680-4850-62230	Building Maint & Repair	LUMBER / SCREWS / FACIA - ...		2,530.64
PETERSON LUMBER COMPA...	2209-033985	09/27/2022	680-4850-62230	Building Maint & Repair	LUMBER - ROOF REPAIR GEN...		80.58
Vendor PETERSON LUMBER COMPANY Total:							2,611.22
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6468067	09/26/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		7,948.01

Council Approval Register

Packet: APPKT00426 - 10/18/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
PHILLIPS WINE & SPIRITS	6468068	09/26/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		62.00
Vendor PHILLIPS WINE & SPIRITS Total:							8,010.01
Vendor: POWERPLAN							
POWERPLAN	W1360854	10/12/2022	620-4850-62210	Equipment Maint & Repair	PARTS / LABOR - MCLAUGHL...		2,875.08
Vendor POWERPLAN Total:							2,875.08
Vendor: QUALITY SPRAY FOAM / ANDERSON EXCAVATING							
QUALITY SPRAY FOAM / AND...	1354	09/19/2022	670-4890-63030	Contracts Expense	RIP RAP - REPLACE MITIGATE...		2,750.00
Vendor QUALITY SPRAY FOAM / ANDERSON EXCAVATING Total:							2,750.00
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP INC	SEP 2022	10/06/2022	680-4830-63890	Utilities Expense	ELECTRIC METER READING - L...		100.60
Vendor RED LAKE ELECTRIC COOP INC Total:							100.60
Vendor: REIT ROCK PAVING LLC							
REIT ROCK PAVING LLC	1800	10/03/2022	100-4312-62240	Department Maint & Repair	ASPHALT - STREET CUT PATC...		21,600.00
Vendor REIT ROCK PAVING LLC Total:							21,600.00
Vendor: RESCO							
RESCO	844644-00	09/27/2022	690-14100	Inventory - Materials	SWITCHGEAR - GULF FEEDER		76,201.88
Vendor RESCO Total:							76,201.88
Vendor: RMB ENVIRONMENTAL LAB INC							
RMB ENVIRONMENTAL LAB I...	D037455	09/28/2022	680-4840-62170	Field Supplies	WW SAMPLES		86.03
Vendor RMB ENVIRONMENTAL LAB INC Total:							86.03
Vendor: RUDE CONSTRUCTION TRF INC							
RUDE CONSTRUCTION TRF INC	13653	09/30/2022	690-4840-62990	Misc. Operating Expense	12 YDS BLACK DIRT		224.44
Vendor RUDE CONSTRUCTION TRF INC Total:							224.44
Vendor: SANFORD HEALTH							
SANFORD HEALTH	315551752	09/05/2022	100-4210-63120	Lab Tests	BLOOD DRAW		61.00
Vendor SANFORD HEALTH Total:							61.00
Vendor: SHI INTERNATIONAL CORP							
SHI INTERNATIONAL CORP	B15850298	09/20/2022	680-4890-63020	Computer Maintenance & lic...	EMAILS - SCADA		123.40
Vendor SHI INTERNATIONAL CORP Total:							123.40
Vendor: SHPIGLER CONSULTING INC							
SHPIGLER CONSULTING INC	10/01/22 TRF	10/01/2022	545-4680-65920	Work in Process - Eng/Archtc	CONSULTING FEE - OCT 2022		5,000.00
Vendor SHPIGLER CONSULTING INC Total:							5,000.00
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2263381	09/27/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		562.95
Vendor SOUTHERN GLAZERS OF MN Total:							562.95
Vendor: STAR ENERGY SERVICES							
STAR ENERGY SERVICES	20268	09/30/2022	690-4890-63030	Contracts Expense	ENGINEERING SERVICES - SEP...		390.00
Vendor STAR ENERGY SERVICES Total:							390.00

Council Approval Register
Packet: APPKT00426 - 10/18/22 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: STREICHERS							
STREICHERS	I1592956	10/04/2022	100-4210-62880	Personal Protective Equipme...	BALLISTIC VEST		1,422.00
Vendor STREICHERS Total:							1,422.00
Vendor: T R F FIRE RELIEF ASSOCIATION							
T R F FIRE RELIEF ASSOCIATI...	22918A25706002F001	09/30/2022	100-4220-64750	Relief Association Contributio	2022 FIRE STATE AID ALLOCA...		67,878.80
T R F FIRE RELIEF ASSOCIATI...	22918A25706002F001	09/30/2022	100-4220-64750	Relief Association Contributio	2022 FIRE SUPPLEMENT		13,699.38
Vendor T R F FIRE RELIEF ASSOCIATION Total:							81,578.18
Vendor: TEAM LABORATORY CHEMICAL LLC							
TEAM LABORATORY CHEMIC...	INV0032211	08/28/2022	680-4840-62160	Chemicals	PRE-TREATMENT CHEMICALS		3,655.00
Vendor TEAM LABORATORY CHEMICAL LLC Total:							3,655.00
Vendor: THIEF RIVER FORD INC							
THIEF RIVER FORD INC	169219	08/30/2022	100-4210-62210	Equipment Maint & Repair	WINDSHEILD WASHER REPAIR		86.55
THIEF RIVER FORD INC	169315	09/02/2022	100-4210-62210	Equipment Maint & Repair	SERPENTINE BELT / TENSION...		877.01
THIEF RIVER FORD INC	169422	09/09/2022	100-4210-62210	Equipment Maint & Repair	REPAIRED COOLANT LEAK		712.74
THIEF RIVER FORD INC	169580	09/15/2022	100-4210-62210	Equipment Maint & Repair	TPMS SENSOR REPLACED / F...		108.62
Vendor THIEF RIVER FORD INC Total:							1,784.92
Vendor: TYLER TECHNOLOGIES INC							
TYLER TECHNOLOGIES INC	025-396610	09/30/2022	100-4513-63060	Credit Card Fees	3RD QTR TRANSACTION FEES		588.94
TYLER TECHNOLOGIES INC	025-396610	09/30/2022	620-4890-63060	Credit Card Fees	3RD QTR TRANSACTION FEES		1,374.19
TYLER TECHNOLOGIES INC	025-396610	09/30/2022	680-4890-63060	Credit Card Fees	3RD QTR TRANSACTION FEES		392.62
TYLER TECHNOLOGIES INC	025-396610	09/30/2022	690-4890-63060	Credit Card Fees	3RD QTR TRANSACTION FEES		1,570.50
TYLER TECHNOLOGIES INC	025-397423	09/30/2022	500-4680-65900	Work in Process-Construction	ENERGOV IMPLEMENTATION		2,470.00
Vendor TYLER TECHNOLOGIES INC Total:							6,396.25
Vendor: WADE WALLACE							
WADE WALLACE	REIMB 09 21 22	09/21/2022	620-4890-64400	Travel, Conference, School	REIMBURSE MEALS EXP - M...		71.65
Vendor WADE WALLACE Total:							71.65
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	29X00253	09/30/2022	100-4315-63030	Contracts Expense	APARTMENT COLLECTION - S...		162.50
Vendor WASTE MASTERS LLC Total:							162.50
Vendor: WHISKY ADVOCATE							
WHISKY ADVOCATE	2022 / 2023	09/15/2022	610-4890-64330	Dues and Subscriptions	1 YR SUBSCRIPTION RENEWAL		18.00
Vendor WHISKY ADVOCATE Total:							18.00
Grand Total:							369,688.35

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	168,157.80
500 - 2019 SOFTWARE PROJECT	2,470.00
545 - WATER METER PROJECT	5,000.00
600 - 2020 SOFTWARE PROJECT	3,034.37
610 - LIQUOR DISPENSARY	18,261.52
620 - WATER UTILITY FUND	50,527.18
670 - STORM WATER UTILITY FUND	2,750.00
680 - WASTEWATER UTILITY FUND	7,505.26
690 - ELECTRIC UTILITY FUND	111,982.22
Grand Total:	369,688.35

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63030	Contracts Expense	316.11
100-4160-63040	Legal Fees	8,015.00
100-4192-63020	Computer Maintenance & ..	3,518.00
100-4210-62120	Gas-Oil-Lube	44.95
100-4210-62210	Equipment Maint & Repair	2,021.48
100-4210-62400	Small Tools and Minor Equ..	174.00
100-4210-62880	Personal Protective Equi...	1,422.00
100-4210-63100	Animal Control	90.00
100-4210-63120	Lab Tests	61.00
100-4210-63320	Training Expense	114.60
100-4220-64750	Relief Association Contrib...	81,578.18
100-4240-63030	Contracts Expense	766.00
100-4240-64390	Building Permit Surcharge	2,133.89
100-4312-62240	Department Maint & Repa..	21,600.00
100-4312-63030	Contracts Expense	157.54
100-4315-63030	Contracts Expense	162.50
100-4510-62210	Equipment Maint & Repair	32.99
100-4510-62240	Department Maint & Repa..	173.99
100-4510-65300	Improvements Other Than..	658.88
100-4513-63060	Credit Card Fees	588.94
100-4550-63140	Regional Library System P...	42,697.75
100-4650-63030	Contracts Expense	1,650.00
100-4670-62990	Misc. Operating Expense	180.00
500-4680-65900	Work in Process-Construct..	2,470.00
545-4680-65920	Work in Process - Eng/Arc...	5,000.00
600-4680-65940	Work in Progress - Legal/...	3,034.37
610-4810-62510	Liquor for Resale	16,308.91
610-4810-62520	Beer for Resale	839.75
610-4810-62530	Wine for Resale	920.30

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62540	Soft Drinks/Mix for Resale	39.49
610-4840-62140	Off Sale Supplies	44.86
610-4850-62230	Building Maint & Repair	15.21
610-4880-63490	Advertising	75.00
610-4890-64330	Dues and Subscriptions	18.00
620-4840-62010	Office Supplies	49.33
620-4840-62160	Chemicals	38,604.04
620-4840-62170	Field Supplies	128.65
620-4840-62430	Water Meters	5,721.76
620-4840-62890	Uniforms/ID Clothing	26.95
620-4850-62200	System Expense	169.65
620-4850-62210	Equipment Maint & Repair	3,368.18
620-4850-62230	Building Maint & Repair	852.00
620-4890-63030	Contracts Expense	160.78
620-4890-63060	Credit Card Fees	1,374.19
620-4890-64400	Travel, Conference, School	71.65
670-4890-63030	Contracts Expense	2,750.00
680-4830-63890	Utilities Expense	100.60
680-4840-62160	Chemicals	3,655.00
680-4840-62170	Field Supplies	261.51
680-4850-62210	Equipment Maint & Repair	147.16
680-4850-62230	Building Maint & Repair	2,611.22
680-4890-63020	Computer Maintenance & ..	337.15
680-4890-63060	Credit Card Fees	392.62
690-14100	Inventory - Materials	76,201.88
690-4840-62400	Small Tools and Minor Equ..	3,734.08
690-4840-62880	Personal Protective Equi...	188.68
690-4840-62990	Misc. Operating Expense	536.02
690-4850-62210	Equipment Maint & Repair	152.66
690-4850-62230	Building Maint & Repair	101.92
690-4850-62350	Power Plant/Dam Maint	60.71
690-4850-62360	Distribution Maint	153.90
690-4890-63030	Contracts Expense	25,253.77
690-4890-63060	Credit Card Fees	1,570.50
690-4890-64370	Taxes and Licenses	4,028.10
Grand Total:		369,688.35

Project Account Summary

Project Account Key	Expense Amount
None	369,688.35
Grand Total:	369,688.35



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00428 - 10/13/22 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: FLAHERTY AND HOOD PA							
FLAHERTY AND HOOD PA	18146	09/01/2022	560-4680-65940	Work in Progress - Legal/Misc.	LITIGATION SERVICES - WW ...		5,523.75
FLAHERTY AND HOOD PA	18305	10/07/2022	560-4680-65940	Work in Progress - Legal/Misc.	LITIGATION SERVICES - WW ...		5,421.06
FLAHERTY AND HOOD PA	18352	10/03/2022	100-4160-63040	Legal Fees	LABOR & EMPLOYMENT CON...		181.25
Vendor FLAHERTY AND HOOD PA Total:							11,126.06
Vendor: GLOBAL PAYMENTS INTEGRATED							
GLOBAL PAYMENTS INTEGRA...	SEP 2022 CIVIC ELEC	10/03/2022	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - SEP 2022...		43.20
GLOBAL PAYMENTS INTEGRA...	SEP 2022 ELEC	10/03/2022	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - SEP 2022...		4,021.35
Vendor GLOBAL PAYMENTS INTEGRATED Total:							4,064.55
Vendor: VENUWORKS OF THIEF RIVER FALLS							
VENUWORKS OF THIEF RIVER...	436	08/31/2022	100-4110-64400	Travel, Conference, School	MEALS EXPENSE - JOINT CITY ...		410.50
VENUWORKS OF THIEF RIVER...	438	08/31/2022	100-4140-62010	Office Supplies	MEALS EXPENSE - PRIMARY E...		675.00
VENUWORKS OF THIEF RIVER...	464	10/12/2022	630-4930-67200	Operating Transfers	3RD QTR 2022 OPERATING F...		123,073.25
Vendor VENUWORKS OF THIEF RIVER FALLS Total:							124,158.75
Grand Total:							139,349.36

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	1,266.75
560 - WASTE WATER FORCE MAIN	10,944.81
630 - ARENAS - VENUWORKS	123,073.25
690 - ELECTRIC UTILITY FUND	4,064.55
Grand Total:	139,349.36

Account Summary

Account Number	Account Name	Expense Amount
100-4110-64400	Travel, Conference, School	410.50
100-4140-62010	Office Supplies	675.00
100-4160-63040	Legal Fees	181.25
560-4680-65940	Work in Progress - Legal/...	10,944.81
630-4930-67200	Operating Transfers	123,073.25
690-4890-63060	Credit Card Fees	4,064.55
Grand Total:		139,349.36

Project Account Summary

Project Account Key	Expense Amount
None	139,349.36
Grand Total:	139,349.36



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: 10/18/2022

SUBJECT: 8.3 • Wade Wallace, Water Treatment Plant Operator, Progression Raise

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

MOTION TO: Accept a Public Utilities Committee recommendation and grant a progression raise for Wade Wallace, Water Treatment Plant Operator, to Step 7 of the Water Treatment Plant Operator salary schedule, for a new salary of \$30.93 effective September 28, 2022.

BACKGROUND: Mr. Wallace has obtained his Class A Water Operator Certificate and is eligible to progress to Step 7 of the Water Treatment Plant Operator salary schedule.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a budgeted progression raise.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Wayne Johnson, Water Systems Superintendent

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: 10/18/2022

SUBJECT: Approval to Begin Process to Fill Position of Patrol Officer

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

MOTION TO: To begin the process of filling the position of Patrol Officer. The position is a LELS Union Grade Level 5 non-exempt position. The Patrol Officer vacancy will be opened to the public for filling.

BACKGROUND: Due to the termination of a patrol officer during their probation, effective September 19th, 2022, the position is vacant and it has been determined to fill the position to continue the efficiency of the department.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a budgeted item for 2022.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Marissa Adam, Chief of Police

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: 10/18/2022

SUBJECT: Approve Secretary/Data Analyst job description

RECOMMENDATION: It is respectfully requested the City Council accept the Public Safety Committee recommendation:

MOTION TO: Approve revisions and title as Secretary/Data Analyst job description and delegation of Jennifer Johnson, Parking Maintenance/Secretary as Secretary/Data Analyst with a designation as a Grade Level 3, Teamster, non-exempt position. Jennifer will be placed at a step 5 on Grade Level 3 for \$27.79 per hour effective October 19, 2022.

BACKGROUND: This was previously the Parking Maintenance/Secretary position. The parking maintenance was removed, and the data analyst responsibilities were added. Since this will be a new position for Mrs. Johnson, her new anniversary date will be October 19th so she will move to a step 6 on October 19, 2023.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a budgeted position.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Marissa Adam, Chief of Police

ATTACHMENTS:

1.	Secretary and Data Analyst - Job Description
----	--

Classification: Secretary and Data Analyst
Reports to: Chief of Police
Supervises: Non-Supervisory

Department: Police
Location:
FLSA Classification: Non-Exempt

Position Summary

Performs administrative, clerical and customer service duties to support the operations and responsible for data analytical duties for the Police Department.

Essential Duties and Responsibilities

Administrative/Secretarial

- | |
|---|
| <ul style="list-style-type: none">• Provides customer service: answers phone calls and e-mails, responds to internal and external routine inquiries, provides information, takes messages, or refers to appropriate resource.• Processes permit to purchase handgun applications. Conducts background checks to determine permit eligibility.• Composes or completes letters, forms, memoranda, and reports.• Tracks fiscal data for budget monitoring. Processes invoices and codes for payment.• Orders supplies, equipment, uniforms, etc.• Sells licenses, receives payments, maintains and balances cash with receipts. Prepares bank deposit.• Creates and maintains records and data files.<ul style="list-style-type: none">○ Maintains filing system.○ Maintains officer training and POST license files.○ Tracks training expenses and submits for reimbursement.○ Maintains officer clothing allowance files.• Processes department mail.• Coordinates vehicle forfeitures; monitors cases, completes paperwork and coordinates with attorneys.• Assists with evidence processing. |
|---|

Data analyst duties: (may not include all duties performed)
--

- | |
|--|
| <ul style="list-style-type: none">• Forensic analysis of electronic devices.• Creating timelines involving criminal investigations and data.• Gathering, burning and collecting video surveillance and media relating to criminal investigations.• Working closely and under the direction of investigations assisting them with large scale criminal investigations.• Mapping various geo locations and cell tower dumps.• Transporting media and evidence to labs or other agencies.• Submitting preservation requests/subpoenas under the direction of investigations.• Reviewing criminal histories in relation to criminal investigations.• Reviewing and searching social media platforms relating to criminal investigations.• Compile ICR's relating/pertaining to criminal investigations.• Maintain and track surveillance equipment.• Maintain and provide squad video and body camera.• Transcription as needed. |
|--|

Other duties as assigned or apparent

- | |
|---|
| <ul style="list-style-type: none">• Attends meetings, training and education. |
|---|

Qualifications

Education: High School Diploma or equivalent

Requirements:

- One year's relevant work experience or equivalent combination of education/training/experience.
- Valid Minnesota Driver's License with motorcycle endorsement.

- Ability to use and update excel, powerpoint and spreadsheets.
- Follow all federal, state and local laws.
- As needed, provide effective testimony in the court of law.
- Ability to maintain confidentiality.
- Proficient with Microsoft Office Suite and computer database operations.
- Knowledge of modern office functions, principles and best practices.
- Ability to interpret a variety of instructions furnished in written or oral forms.
- Ability to handle a variety of assignments under moderate supervision within standard operating procedures.
- Ability to perform standard procedures and tasks using basic analytical ability.
- Ability to communicate effectively, orally and in writing.
- Ability to establish and maintain effective working relationships with others.

Physical Demands and Working Conditions

- Work is performed in an office setting and within the city for parking enforcement. Headaches, eyestrain, and other related occupational hazards reflect the most common potential for injury. Work is light duty and sedentary with ability to lift, carry or push up to 10 pounds. Exposure to extensive keyboarding and video screens, weather conditions, and upset or angry individuals.

Equipment Utilized

- General office equipment, computers, phones, parking enforcement vehicle.

Thief River Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodation to qualified individuals and encourages both prospective and current employees to discuss potential accommodations with the employer.



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: 10/18/2022

SUBJECT: Approval of Appointment of Michael Roff as Deputy Chief of Police

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

MOTION TO: To approve the internal transfer of Mike Roff from Investigator to Deputy Chief of Police, effective October 29, 2022. Mr. Roff's wage shall be frozen at his current rate of \$34.81 per hour and effective October 29, 2022, he shall be placed at Grade 9, Step 1 of the Deputy Police Chief salary schedule for a starting salary of \$6,482.67 per month. With Mr. Roff moving to the Deputy Chief of Police position, it is approved that the Investigator vacancy be opened to the public for filling.

BACKGROUND: Jaeger Bellows, has submitted his retirement effective October 28, 2022. To continue efficient operations of the Police Department, the position needed to be filled. The City Council adopted Resolution No. 9-196-22 authorizing that the position of Deputy Chief of Police be opened to LELS employees. Interviews were conducted on October 6, 2022, and Michael Roff, Investigator, was determined to be qualified to fill the position of Deputy Chief of Police.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a budgeted position.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON:

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: 10/18/2022

SUBJECT: Utility Connection Permit replacement costs

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

MOTION TO: To approve updated construction prices on concrete and asphalt for replacement of materials used to reconstruct utility connections.

- Curb and Gutter \$55.00/lineal ft.
- 4" sidewalk \$14.00 square ft.
- 4" asphalt \$50.00 square yd.

BACKGROUND: The city has found better construction and cost stability by hiring concrete and asphalt contractors through city resources. This cost has been charged up front to the customer requesting the utility permit. Construction costs have risen significantly, and those increases need to be accounted for in the issuance of the permit.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The city needs to recover any costs associated with replacement materials needed to fix damaged infrastructure when private utility connections are completed.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

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: 10/18/2022

SUBJECT: St Bernard Church Gambling Premises Permit

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

MOTION TO: Authorize the St. Bernard Church to conduct lawful gambling on the premises of St. Bernard's School at 117 Knight Ave N.

BACKGROUND: St. Bernard Church is required to obtain the City's approval to conduct lawful gambling on the premises of St. Bernard's School prior to submitting an application to the State of Minnesota.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION: \$150 Annual Premises Permit Fee, for each permit (non-refundable) to the State of MN.

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

ATTACHMENTS:

1.	LG220 Application for Exempt Permit St Bernard Church
----	---

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

4/22
Page 1 of 4

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: ST BERNARD CHURCH

Previous Gambling Permit Number: X- 57001

Minnesota Tax ID Number, if any: 7187279

Federal Employer ID Number (FEIN), if any: 41-0721714

Mailing Address: 105 KNIGHT AVE N

City: THIEF RIVER FALLS State: MN Zip: 56701 County: PENNINGTON

Name of Chief Executive Officer (CEO): MSGR TIMOTHY McGEE, ADMIN.

CEO Daytime Phone: 218-791-0377 CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): knight319@mncable.net

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): ST BERNARD'S SCHOOL

Physical Address (do not use P.O. box): 117 KNIGHT AVE N

Check one:

☒ City: THIEF RIVER FALLS Zip: 56701 County: PENNINGTON

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 10-31-2022

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**CITY APPROVAL
for a gambling premises
located within city limits**

- ☒ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: Thief River Falls

Signature of City Personnel:

Title: Deputy City Clerk Date: 9/30/22

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Msgr. Timothy M. G. Date: 9-30-22
(Signature must be CEO's signature; designee may not sign)

Print Name: MSGR TIMOTHY MCGEE, ADMIN.**REQUIREMENTS****Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS**Mail application with:**

- a copy of your proof of nonprofit status; and
- application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer



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: 10/18/2022

SUBJECT: Call for first reading to consider an amendment to City Code Chapter 152.020 FLOOD PLAIN DISTRICT

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

MOTION TO: Call for first reading to consider an amendment to City Code Chapter 152.020 FLOOD PLAIN DISTRICT (FP), by removing the current regulations in their entirety and replacing them with the Minnesota Department of Natural Resources Model Ordinance, and by adopting by reference City Code Chapter 10 and Section 152.998, which, among other things, contain penalty provisions.

BACKGROUND: The City of Thief River Falls has sections in the city code within land usage that controls among other things the zoning code. Chapter 152.020 Flood Plain District (FP) regulates activities in the flood plain. Periodically when warranted these regulations are reviewed and amended to address circumstances as requested.

KEY ISSUES: This floodplain ordinance would amend the city's floodplain regulations to comply with the standards of the National Flood Insurance Program (NFIP) including adoption of the effective Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report. The City of Thief River Falls must adopt a conforming ordinance by December 1, 2022 in order to continue participation in the National Flood Insurance Program (NFIP). As written, this ordinance prohibits new buildings within the floodplain, but reasonably accommodates for other common types of development (existing buildings can continue as nonconformities).

This model ordinance is intended for communities that have little or no existing structures within the floodplain and that meet the following criteria:

- Floodplains are largely undeveloped or protected as parks or open space.
- Each developable parcel should be able to accommodate for building sites outside of the floodplain.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION: The proposed ordinance amendment requires a public hearing to be held by the Planning Commission, with two readings and final approval by City Council.

DEPARTMENT/RESPONSIBLE PERSON: Mark Borseth, Zoning Administrator

ATTACHMENTS:

1.	Flood Plain Amendment
----	-----------------------

**NOTICE OF HEARING
PLANNING COMMISSION
CITY OF THIEF RIVER FALLS**

Notice is hereby given, pursuant to Chapter 152 of the Thief River Falls City Code, that the Planning Commission recommends:

An amendment to City Code Chapter 152.020 FLOOD PLAIN DISTRICT (FP), by removing the current regulations in their entirety and replacing them with the Minnesota Department of Natural Resources Model Ordinance, and by adopting by reference City Code Chapter 10 and Section 152.998, which, among other things, contain penalty provisions.

This floodplain ordinance would amend the city's floodplain regulations to comply with the standards of the National Flood Insurance Program (NFIP) including adoption of the effective Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report.

Notice is further given that the Planning Commission will conduct a hearing on the amendments at 5:00 p.m. on Tuesday, October 11, 2022, in the City Council Chambers, 405 3rd Street East, Thief River Falls, MN. All persons wishing to comment on the amendments will have the option to be heard at that time. Persons who wish to submit written comments prior to the Hearing or who have questions should address them to the office of the Zoning Administrator, City Hall, P.O. Box 528, Thief River Falls, MN 56701, or telephone 218-681-8506.

If you have a disability and need an accommodation in order to attend this hearing, please contact the Zoning Administrator at the above address or phone number.

Dated this 23rd day of September 2022

CITY OF THIEF RIVER FALLS

/s/ Mark Borseth
Zoning Administrator

Published in the Wednesday, September 28, 2022, edition of The Times.

152.020 FLOOD PLAIN DISTRICT (FP)

SECTION 1.0	STATUTORY AUTHORIZATION AND PURPOSE	1
SECTION 2.0	DEFINITIONS	2
SECTION 3.0	JURISDICTION AND DISTRICTS	3
SECTION 4.0	PERMITTED ACTIVITIES AND STANDARDS IN THE FLOODPLAIN DISTRICT	3
SECTION 5.0	NONCONFORMITIES	5
SECTION 6.0	ADMINISTRATION	6
SECTION 7.0	PENALTIES AND ENFORCEMENT	7
SECTION 8.0	AMENDMENTS	7

SECTION 1.0 STATUTORY AUTHORIZATION AND PURPOSE

- 1.1 Statutory Authorization. This floodplain ordinance is adopted pursuant to the authorization and policies contained in Minnesota Statutes, Chapter 103F; Minnesota Rules, parts 6120.5000 – 6120.6200; the rules and regulations of the National Flood Insurance Program in 44 CFR § 59 to 78; and the planning and zoning enabling legislation in Minnesota Statutes, Chapter 462.
- 1.2 Purpose
 - 1.21 This ordinance regulates development in the flood hazard areas of the City of Thief River Falls. These flood hazard areas are subject to periodic inundation, which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base. It is the purpose of this ordinance to promote the public health, safety, and general welfare by minimizing these losses and disruptions.
 - 1.22 This ordinance is adopted in the public interest to promote sound land use practices, and floodplains are a land resource to be developed in a manner which will result in minimum loss of life and threat to health, and reduction of private and public economic loss caused by flooding.
 - 1.22 This ordinance is adopted to maintain eligibility in the National Flood Insurance Program.
 - 1.23 This ordinance is also intended to preserve the natural characteristics and functions of watercourses and floodplains in order to moderate flood and stormwater impacts, improve water quality, reduce soil erosion, protect aquatic and riparian habitat, provide recreational opportunities, provide aesthetic benefits and enhance community and economic development.
- 1.3 **Abrogation and Greater Restrictions.** It is not intended by this ordinance to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance imposes greater restrictions, the provisions of this ordinance prevail. All other ordinances inconsistent with this ordinance are hereby repealed to the extent of the inconsistency only.
- 1.4 **Warning and Disclaimer of Liability.** This ordinance does not imply that areas outside the floodplain districts or land uses permitted within such districts will be free from flooding or flood damages. This ordinance does not create

liability on the part of the City of Thief River Falls or any officer or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

- 1.5 **Severability.** If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this ordinance shall not be affected and shall remain in full force.

SECTION 2.0 DEFINITIONS

- 2.1 **Definitions.** Unless specifically defined, words or phrases used in this ordinance must be interpreted according to common usage and so as to give this ordinance its most reasonable application.
- 2.111 **Base Flood.** The flood having a one-percent chance of being equaled or exceeded in any given year. "Base flood" is synonymous with the term "regional flood" used in Minnesota Rules, part 6120.5000.
- 2.112 **Base Flood Elevation.** The elevation of the base flood, regional flood, or one-percent annual chance flood. The term "base flood elevation" is used in the flood insurance study.
- 2.113 **Development.** Any man-made change to improved or unimproved real estate including, but not limited to buildings or other structures, recreational vehicles, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of materials or equipment.
- 2.114 **Farm Fence.** An open type of fence of posts and horizontally run wire, further specified in Minnesota Statutes, section 344.02 Subd. 1(a)-(d).
- 2.115 **Flood Fringe.** The portion of the one-percent annual chance floodplain located outside of the floodway.
- 2.116 **Flood Insurance Rate Map.** An official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).
- 2.117 **Floodplain.** The beds, channel and the areas adjoining a wetland, lake or watercourse, or other source which have been or hereafter may be inundated by the base flood.
- 2.118 **Floodway.** The bed of a wetland or lake and the channel of a watercourse and those portions of the adjoining floodplain which must be reserved to carry or store the base flood discharge without cumulatively increasing the water surface elevation more than one-half foot.
- 2.119 **Manufactured Home.** A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include the term "recreational vehicle."
- 2.120 **Recreational Vehicle.** A vehicle that is built on a single chassis, is 400 square feet or less when measured at the largest horizontal projection, is designed to be self-propelled or permanently towable by a light duty truck, and is designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. For the purposes of this ordinance, the term recreational vehicle is synonymous with the term "travel trailer/travel vehicle."
- 2.121 **Regulatory Flood Protection Elevation (RFPE).** An elevation no lower than one foot above the elevation of the regional flood plus any increases in flood elevation caused by encroachments on the floodplain that result from designation of a floodway. These increases in water surface elevations are typically identified in the Floodway Data Tables, found in the Flood Insurance Study.
- 2.122 **Structure.** A roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. Recreational vehicles not considered travel ready, as detailed in Section 4.40, shall also be considered a nonconforming structure for the purposes of this ordinance.
- 2.123 **Substantial Damage.** Damage of any origin sustained by a structure where the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.
- 2.124 **Substantial Improvement.** Within any consecutive 365-day period, any reconstruction, rehabilitation (including normal maintenance and repair), repair after damage, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures that have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include either:

- A. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions.
- B. Any alteration of a "historic structure," provided that the alteration will not preclude the structure's continued designation as a "historic structure." For the purpose of this ordinance, "historic structure" is as defined in 44 CFR § 59.1.

SECTION 3.0 JURISDICTION AND DISTRICTS

- 3.1 **Lands to Which Ordinance Applies.** This ordinance applies to all lands within the jurisdiction of the City of Thief River Falls within the Regulatory Floodplain.
- 3.11 The standards imposed in this overlay district are in addition to any other requirements. In case of a conflict, the more restrictive standards will apply.
- 3.12 Where a conflict exists between the floodplain limits illustrated on the official floodplain maps and actual field conditions (as illustrated in Figure 1), the Base Flood Elevation (BFE) shall be the governing factor in locating the outer boundaries of the one-percent annual chance floodplain.

Figure 1: The mapped floodplain may not always align with on-the-ground contour elevations



- 3.13 Persons contesting the location of the district boundaries will be given a reasonable opportunity to present their case to the city and to submit technical evidence.
- 3.2 **Incorporation of Maps by Reference.** The following maps together with all attached material are hereby adopted by reference and declared to be a part of the official zoning map and this ordinance. The attached material includes the Flood Insurance Study for Pennington County, Minnesota, and Incorporated Areas and Flood Insurance Rate map panels enumerated below, all dated December 1, 2022, and prepared by the Federal Emergency Management Agency.

27113C0105D
27113C0110D
27113C0302D
27113C0305D

27113C0306D
27113C0307D
27113C0310D

These materials are on file in the office of the Zoning Administrator in City Hall.

- 3.3 **Annexations:** The Flood Insurance Rate Map panels referenced in Section 3.2 may include floodplain areas that lie outside of the corporate boundaries of the City of Thief River Falls at the time of adoption of this ordinance. If any of these floodplain land areas are annexed into the City of Thief River Falls after the date of adoption of this ordinance, the newly annexed floodplain lands will be subject to the provisions of this ordinance immediately upon the date of annexation. Annexations into panels not referenced in Section 3.2 require ordinance amendment in accordance with Section 8.0.

SECTION 4.0 PERMITTED ACTIVITIES AND STANDARDS IN THE FLOODPLAIN DISTRICT

- 4.1 **Permitted Activities.** A permit must be obtained from the Zoning Administrator to verify compliance with all applicable standards outlined in this ordinance prior to the following uses or activities:
- 4.11 Any addition, modification, rehabilitation, repair, or alteration to a nonconforming structure as specified in Section 5.0 of this ordinance. Normal maintenance and repair also requires a permit if such work, separately or in conjunction with other planned work, constitutes a substantial improvement as defined in Section 2.0 of this ordinance.
- 4.12 Any use that requires fill, excavation, storage of materials, or placement of anything that may cause a potential obstruction, as well as any other form of development as defined in Section 2.0 of this ordinance.
- 4.2 **Activities Not Requiring a Permit.** Certain uses or activities may be exempt from obtaining a permit, such as planting a garden, farming, or other obviously insignificant activities such as putting up a mailbox or flagpole. Farm fences, as defined in Section 2.0 of this ordinance, are not considered to be an obstruction, and as such, do not require a permit. A local permit is not required if a public waters work permit has been obtained from the Department of Natural Resources, unless a significant area above the ordinary high water level is also to be disturbed. The continuation of existing uses, when the associated activities do not encroach further on the regulatory floodplain or trigger associated standards in this ordinance, do not require a permit.
- 4.3 **Minimum Development Standards.**
- 4.31 **All development must:**
- A. Be designed (or modified) and adequately anchored to prevent floatation, collapse, or lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
 - B. Be constructed with materials and equipment resistant to flood damage;
 - C. Be constructed by methods and practices that minimize flood damage;
 - D. Be reasonably safe from flooding and consistent with the need to minimize flood damage;
 - E. Be assured to provide adequate drainage to reduce exposure to flood hazards;
 - F. Not be detrimental to uses in adjoining areas; and
 - G. Not adversely affect the efficiency or restrict the flood carrying capacity of the channel and adjoining floodplain of any tributary watercourse or drainage system.
- 4.32 **Buildings and Structures.** No new structures, such as buildings or accessory structures may be permitted in the regulatory floodplain. Modifications and alterations of nonconforming structures is subject to the standards in Section 5.0.
- 4.33 **Encroachment Analysis.** Development in the following areas requires hydrologic and hydraulic analysis performed by a professional engineer, or using other standard engineering practices (e.g. projects that restore the site to the previous cross-sectional area).
- A. In a floodway, development may not result in any of the following during the one-percent annual chance flood: cause a stage increase of 0.00 feet or greater, obstruct flood flows, or increase velocities.
 - B. In areas where a floodway has not been delineated, development may not allow stage increases more than one-half (0.5) foot at any point during the one-percent chance flood. This evaluation must include the cumulative effects of previous encroachments. A lesser water surface elevation increase than one-half (0.5) foot is required if, due to the water surface level increase, increased flood damages would potentially result.
- 4.35 **Fences** not meeting the definition of farm fences are not permitted.
- 4.36 **Transportation Facilities.** Railroad tracks, roads, and bridges must be elevated to the Regulatory Flood Protection Elevation (RFPE) where such facilities are essential to the orderly functioning of the area, or where failure or interruption would result in danger to public health or safety. Minor or auxiliary roads or railroads may be constructed at a lower elevation where failure or interruption of transportation services would not endanger the public health or safety. All public transportation facilities should be designed to minimize increases in flood elevations.
- 4.37 **Public Utilities.** All utilities such as gas, electrical, sewer, and water supply systems to be located in the floodplain must be elevated and/or floodproofed to the Regulatory Flood Protection Elevation (RFPE), be located

and constructed to minimize or eliminate flood damage, and be designed to eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters. All public utilities should be designed to minimize increases in flood elevations. New solid waste management facilities, as defined in Minnesota Rules, part 7035.0300, are prohibited. Water supply systems are subject to the provisions in Minnesota Rules, part 4725.4350.

- 4.38 **Potential Pollutants.** Materials that, in time of flooding, are buoyant, flammable, explosive, or could be injurious to human, animal, or plant life, as well as those likely to cause pollution of the waters, such as sewage; sand; rock; wrecked and discarded equipment; dredged spoil; municipal, agricultural or industrial waste; and other wastes as further defined in Minnesota Statutes, section 115.01, are prohibited.
- 4.39 **Land Alterations.** In areas within 25 feet of the ordinary high water level, land alterations shall be restricted to:
- A. the minimum required to accommodate beach and access areas, not to exceed a volume greater than 10 cubic yards; and
 - B. the minimum required to accommodate for public utilities, roads, railroad tracks, bridges, and shoreline stabilization projects to correct an identified erosion problem, as verified by a qualified resource agency or the zoning administrator.
- 4.40 **Recreational vehicles** must be travel ready, meeting the following criteria:
- A. The vehicle must be fully licensed.
 - B. The vehicle must be ready for highway use, meaning on wheels or the internal jacking system, attached to the site only by quick disconnect type utilities.
 - C. No permanent structural type additions may be attached to the vehicle.
- 4.41 **Private On-site Water Supply, Individual Sewage Treatment Systems, and other Service Facilities** shall be subject to applicable provisions detailed in Section 4.37. Replacement of on-site sewage treatment systems are to be constructed to avoid impairment to them or contamination from them during times of flooding, shall not be located in a designated floodway, and are subject to the provisions in Minnesota Rules, parts 7080.2270. No new private service facilities may be permitted in the regulatory floodplain

SECTION 5.0 NONCONFORMITIES

- 5.1 **Continuance of Nonconformities:** A use, structure, or occupancy of land which was lawful before the passage or amendment of this ordinance, but which is not in conformity with the provisions of this ordinance, may be continued subject to the following conditions:
- 5.11 Within the floodway, or where the floodway has not been delineated, any expansion or enlargement of uses or structures is prohibited.
- 5.12 Any addition, modification, rehabilitation, repair, or alteration shall be in conformance with the provisions of this ordinance, shall not increase the flood damage potential or increase the degree of obstruction to flood flows, and where applicable, must be protected to the Regulatory Flood Protection Elevation (RFPE).
- 5.13 If any nonconforming structure is determined to be substantially damaged or substantially improved based on the procedures in Section 5.3, it may not be reconstructed except in conformity with the provisions of this ordinance.
- 5.14 If any nonconforming use, or any use of a nonconforming structure, is discontinued for more than one year, any future use of the premises must conform to this ordinance.
- 5.2 **Standards for Modifications and Alterations of Nonconforming Structures.** In addition to the standards identified in 4.3, the following standards and procedures apply to additions, modifications, rehabilitations, repairs, alterations, or maintenance of nonconforming structures:
- 5.21 All structures, including manufactured homes, must be elevated on fill so that the lowest floor of the lowest enclosed area (including basement) is at or above the Regulatory Flood Protection Elevation (RFPE). The finished fill elevation shall be at or above the elevation associated with the base flood plus any stage increases that result from designation of a floodway. Fill must extend at the same elevation at least 15 feet beyond the outside limits of the structure. Elevations must be certified by a registered professional engineer, land surveyor or other qualified person designated by the Zoning Administrator.

5.22 Electrical, heating, ventilation, ductwork, plumbing, and air conditioning equipment and other service facilities are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

5.3 **Substantial Improvement and Substantial Damage Determinations.** Prior to issuing any permits for additions, modifications, rehabilitations, repairs, alterations, or maintenance to nonconforming structures, the Zoning Administrator is required to determine if such work constitutes substantial improvement or repair of a substantially damaged structure. A determination must be made in accordance with the following procedures:

5.31 Estimate the market value of the structure. In cases where the property has sustained damage, the market value of the structure shall be the market value before the damage occurred and before any restoration or repairs are made.

5.32 Estimate the cost of the project. The property owner shall accommodate for inspection, and furnish other documentation needed by the zoning administrator to evaluate costs.

A. Improvement costs shall be comprised of the market rate of all materials and labor, as well as the costs of all ordinary maintenance and upkeep carried out over the past one year.

B. Costs to restore damages shall be comprised of the market rate of all materials and labor required to restore a building to its pre-damaged condition regardless of the work proposed, as well as associated improvement costs if structure is being restored beyond its pre-damaged condition.

5.33 Compare the cost of the project and/or repairs to the estimated market value of the structure, and determine whether the proposed work constitutes substantial improvement or repair of a substantially damaged structure, as defined in Section 2.0 of this ordinance.

5.34 Based on this determination, the zoning administrator shall prepare a determination letter and notify the property owner accordingly. Structures determined to be substantially damaged or substantially improved may not be reconstructed except in conformity with the provisions of this ordinance.

SECTION 6.0 ADMINISTRATION

6.1 **Duties.** A Zoning Administrator or other official must administer and enforce this ordinance.

6.11 **Permit Application Requirements.** Permit applications must be submitted to the Zoning Administrator. The permit application must include the following, as applicable:

A. A site plan showing all existing or proposed buildings, structures, service facilities, potential obstructions, and pertinent design features having an influence on the permit.

B. Location and detail of grading, fill, or storage of materials.

C. Copies of any required local, state or federal permits or approvals.

D. Other relevant information requested by the Zoning Administrator as necessary to properly evaluate the permit application.

6.12 **Recordkeeping.** The Zoning Administrator must maintain applicable records in perpetuity documenting:

A. Encroachment analysis, as detailed in Section 4.34.

B. Final elevations, as applicable, detailing the elevation to which structures and improvements to structures are constructed or floodproofed. Elevations shall be determined by an engineer, architect, surveyor or other qualified individual, as approved by the Zoning Administrator.

C. Substantial damage and substantial improvement determinations, as detailed in Section 5.3, including the cost of improvements, repairs, and market value.

D. All variance actions, including justification for their issuance, and must report such variances as requested by the Federal Emergency Management Agency.

6.2 Variances

6.21 An application for a variance to the provisions of this ordinance will be processed and reviewed in accordance with Minnesota Statutes, section 462.357, Subd. 6(2) and this ordinance.

- 6.22 A variance must not allow a use that is not allowed in that district, permit a lower degree of flood protection than the Regulatory Flood Protection Elevation for the particular area, or permit standards lower than those required by state and federal law.
- 6.23 The following additional variance criteria of the Federal Emergency Management Agency must be met:
- A. Variances must not be issued by a community within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.
 - B. Variances may only be issued by a community upon (i) a showing of good and sufficient cause, (ii) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
 - C. Variances may only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- 6.24 All notices of public hearings to consider variances under this ordinance must be sent via electronic mail to the Department of Natural Resources respective area hydrologist at least ten (10) days before the hearings.
- 6.25 A copy of all decisions granting variances under this ordinance must be sent via electronic mail to the Department of Natural Resources respective area hydrologist within ten (10) days of such action.
- 6.26 The Zoning Administrator must notify the applicant for a variance that: 1) The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and 2) Such construction below the base or regional flood level increases risks to life and property.
- 6.3 **Notifications for Watercourse Alterations:** Before authorizing any alteration or relocation of a river or stream, the Zoning Administrator must notify adjacent communities. If the applicant has applied for a permit to work in public waters pursuant to Minnesota Statute, section 103G.245, this will suffice as adequate notice. A copy of the notification must also be submitted to FEMA.
- 6.4 **Notification to FEMA When Physical Changes Increase or Decrease Base Flood Elevations:** Where physical changes affecting flooding conditions may increase or decrease the water surface elevation of the base flood, the City of Thief River Falls must notify FEMA of the changes in order to obtain a Letter of Map Revision (LOMR), by submitting a copy of the relevant technical or scientific data as soon as practicable, but no later than six months after the date such supporting information becomes available.

SECTION 7.0 PENALTIES AND ENFORCEMENT

- 7.1 **Uses in Violation of the Ordinance.** Every structure, fill, deposit, or other use placed or maintained in the floodplain in violation of this ordinance shall be considered a public nuisance.
- 7.2 **Civil Remedies.** The creation of a public nuisance may be enjoined and the maintenance of a public nuisance under this ordinance may be abated by an action brought by the City of Thief River Falls or the Department of Natural Resources.
- 7.3 **Enforcement:** Violations of the provisions of this ordinance constitutes a misdemeanor and is punishable as defined by law. The Zoning Administrator may utilize the full array of enforcement actions available to it including but not limited to prosecution and fines, injunctions, after-the-fact permits, orders for corrective measures or a request to the National Flood Insurance Program for denial of flood insurance. The City of Thief River Falls must act in good faith to enforce these official controls and to correct ordinance violations to the extent possible so as not to jeopardize its eligibility in the National Flood Insurance Program.

SECTION 8.0 AMENDMENTS

- 8.1 **Ordinance Amendments.** Any revisions to the floodplain maps by the Federal Emergency Management Agency or annexations of new map panels require an ordinance amendment to update the map references in Section 3.2 of this ordinance.
- 8.2 **Amendments Require DNR and FEMA Approval:** All amendments to this ordinance must be submitted to the Department of Natural Resources (DNR) for review and approval prior to adoption, for compliance with state and federal rules and requirements.

EFFECTIVE DATE: This ordinance shall be in full force and effect from and after its passage and approval.

Adopted by the City of Thief River Falls City Council

This _____ of _____, _____

(Day) (Month) (Year)

Attest: _____, Mayor

(Name of Elected Official)

Attest: _____, City Clerk

(138) **ZONING ADMINISTRATOR.** The individual charged with the administration and enforcement of this Chapter.

(139) **ZONING AMENDMENT.** A change authorized by the Council in the boundaries of a zoning district or of certain provisions of this Chapter.

§ 152.004 ZONING DISTRICTS MAP

The location and boundaries of the zoning districts established by this Section are set forth on the Zoning Districts Map, which is incorporated as part of this Section.

DISTRICT REGULATIONS

§ 152.020 FLOOD PLAIN DISTRICT (FP).

(A) Purpose.

- (1) Protect areas that have potential flood hazard.
- (2) Provide those areas prone to flooding the legal designation necessary to receive national flood insurance.
- (3) Provide protection to areas adjacent to designated flood plains.

(B) Authority, interpretation and requirements.

(1) **Authority.** The legislature of the state has, in M.S. Chapter 103F and M.S. § 462.351, delegated the responsibility to local government units to adopt regulations designed to minimize flood losses.

(2) **Official flood plain maps.** The official zoning districts map of the City shall delineate the 100 year flood hazard areas. The flood insurance study for Pennington County, Minnesota and Incorporated Areas, prepared by the Federal Emergency Management Agency dated May 3, 1990 and the Flood Insurance Rate Map dated May 3, 1990 (annotated by the Letter of Map Revision issued by the Federal Emergency Management Agency, Case No. 14-05-0815P, with an effective date of September 18, 2014, including all attached maps, tables, and flood profiles) are incorporated into this Section. The official zoning map shall be on file in the office of the Zoning Administrator.

(3) **Notification.** The Zoning Administrator shall submit by mail to the Commissioner of Natural Resources a copy of any application for proposed variances or zoning amendments affecting the Flood Plain District sufficiently in advance so that the Commissioner will receive at least ten days notice of the hearing. A copy of all decisions granting variances or zoning amendments within the Flood Plain District shall be forwarded by mail to the Commissioner of Natural Resources within ten days of such action.

(4) **Structures.** Structures shall not be permitted within the Flood Plain District other than for public facilities which public facilities must receive prior approval of appropriate state agencies.

(C) Permitted uses.

- (1) Agriculture: forestry, general farming, pasture, and truck farming.
- (2) Recreation: archery courses, golf courses, picnic grounds, public and private parks, and wildlife preserves.

(D) Accessory uses.

- (1) Signs accessory to permitted agricultural and recreation uses.
- (2) Business signs for surface water-oriented commercial uses.

§ 152.021 AGRICULTURAL DISTRICT (AG).**(A) Purpose.**

- (1) Establish areas of the City to be retained and utilized for open space or agricultural uses.
- (2) Prevent scattered nonfarm uses from improper or premature development.
- (3) Secure economy in government expenditures for public utilities and services.
- (4) Preserve and enhance the natural environment as land becomes urbanized.

(B) Permitted uses.

- (1) Agricultural: forestry, forest management, general cultivation farming, pasture, and truck farming.
- (2) Other: home occupation, sensitive resource management, and single-family dwellings.

(C) Conditional uses.

- (1) Commercial agricultural.
- (2) Commercial recreation.
- (3) Extractive uses to include only gravel, sand, and topsoil.
- (4) Feedlots.
- (5) Kennels and veterinary clinics.
- (6) Public: cemeteries, essential services, parks, and historic sites.
- (7) Seasonal produce stands and commercial nurseries.



TO:

City of Thief River Falls

405 3rd Street East
PO Box 528
Thief River Falls, MN 56701

DATE:

September 29th, 2022

To whom it may concern,

Currently, the TIF arrangement for the Angle is contingent on the daycare component of the project. Due to the difficulty identifying and retaining a daycare operator, I am requesting the TIF no longer be contingent on the daycare component. If this contingency is removed, I will be able to immediately move forward with construction of the project.

Please let me know what else is **needed from** me to remove the contingency and move forward.

Kind Regards,

A handwritten signature in black ink, appearing to read "MK", is written over a large, faint yellow watermark of the letter "A" that spans the lower half of the page.

Marc Kuhn

Owner, MAK Construction



Phone.

701-330 8196



Email.

info@makconstructiongf.com



Website.

www.makconstructiongf.com

Proposed MAK Development - 1.5% Inflation

City of Thief River Falls, MN

Proposed Mixed Use Development



ASSUMPTIONS AND RATES

DistrictType:	Economic Development
District Name/Number:	TIF 14
County District #:	TBD
First Year Construction or Inflation on Value	2022
Existing District - Specify No. Years Remaining	
Inflation Rate - Every Year:	1.50%
Interest Rate:	4.93%
Present Value Date:	1-Feb-24
First Period Ending	1-Aug-24
Tax Year District was Certified:	Pay 2023
Cashflow Assumes First Tax Increment For Development	2025
Years of Tax Increment	9
Assumes Last Year of Tax Increment	2033
Fiscal Disparities Election [Outside (A), Inside (B), or N/A]	NA
Incremental or Total Fiscal Disparities	Incremental
Fiscal Disparities Contribution Ratio	0.0000% Pay 2022
Fiscal Disparities Metro-Wide Tax Rate	0.0000% Pay 2022
Maximum/Frozen Local Tax Rate:	166.990% Pay 2022
Current Local Tax Rate: (Use lesser of Current or Max.)	166.990% Pay 2022
State-wide Tax Rate (Comm./Ind. only used for total tax)	36.2890% Pay 2022
Market Value Tax Rate (Used for total taxes)	0.13216% Pay 2022

Tax Rates	
Exempt Class Rate (Exempt)	0.00%
Commercial Industrial Preferred Class Rate (C/I Pref.)	
First \$150,000	1.50%
Over \$150,000	2.00%
Commercial Industrial Class Rate (C/I)	2.00%
Rental Housing Class Rate (Rental)	1.25%
Affordable Rental Housing Class Rate (Aff. Rental)	
First \$174,000	0.75%
Over \$174,000	0.25%
Non-Homestead Residential (Non-H Res. 1 Unit)	
First \$500,000	1.00%
Over \$500,000	1.25%
Homestead Residential Class Rate (Hmstd. Res.)	
First \$500,000	1.00%
Over \$500,000	1.25%
Agricultural Non-Homestead	1.00%

BASE VALUE INFORMATION (Original Tax Capacity)													
PID	Owner	Address	Land Market Value	Building Market Value	Total Market Value	Percentage Of Value Used for District	Original Market Value	Tax Year Original Market Value	Property Tax Class	Current Original Tax Capacity	Class After Conversion	After Conversion Orig. Tax Cap.	Area/ Phase
2500103730	MAK Prop.		10,300		10,300	80%	8,240	Pay 2022		-	Rental	103	
2500103730	MAK Prop.		10,300		10,300	20%	2,060	Pay 2022		-	C/I Pref.	31	
			20,600	0	20,600		10,300			0		134	

Note:

1. Market values based on review of County website for Pay 2022.
2. Located in SD # 564.

Proposed MAK Development - 1.5% Inflation

City of Thief River Falls, MN
Proposed Mixed Use Development



PROJECT INFORMATION (Project Tax Capacity)													
Area/Phase	New Use	Estimated Market Value Per Sq. Ft./Unit	Taxable Market Value Per Sq. Ft./Unit	Total Sq. Ft./Units	Total Taxable Market Value	Property Tax Class	Project Tax Capacity	Project Tax Capacity/Unit	Percentage Completed 2023	Percentage Completed 2024	Percentage Completed 2025	Percentage Completed 2026	First Year Full Taxes Payable
	Apartments	140,000	140,000	93	13,020,000	Rental	162,750	1,750	75%	100%	100%	100%	2026
	Daycare	50	50	9,000	450,000	C/I Pref.	8,250	1	75%	100%	100%	100%	2026
TOTAL					13,470,000		171,000						
Subtotal Residential				93	13,020,000		162,750						
Subtotal Commercial/Ind.				9,000	450,000		8,250						

Note:

1. Market values are based upon estimates that total taxes are approximately \$250,000.

TAX CALCULATIONS									
New Use	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	State-wide Property Taxes	Market Value Taxes	Total Taxes	Taxes Per Sq. Ft./Unit
Apartments	162,750	0	162,750	271,776	0	0	17,207	288,983	3,107.35
Daycare	8,250	0	8,250	13,777	0	2,450	595	16,821	1.87
TOTAL	171,000	0	171,000	285,553	0	2,450	17,802	305,804	

Note:

1. Taxes and tax increment will vary significantly from year to year depending upon values, rates, state law, fiscal disparities and other factors which cannot be predicted.

WHAT IS EXCLUDED FROM TIF?	
Total Property Taxes	305,804
less State-wide Taxes	(2,450)
less Fiscal Disp. Adj.	0
less Market Value Taxes	(17,802)
less Base Value Taxes	(224)
Annual Gross TIF	285,329



Proposed MAK Development - 1.5% Inflation
City of Thief River Falls, MN
Proposed Mixed Use Development

TAX INCREMENT CASH FLOW														
% of OTC	Project Tax Capacity	Original Tax Capacity	Fiscal Disparities Incremental	Captured Tax Capacity	Local Tax Rate	Annual Gross Tax Increment	Semi-Annual Gross Tax Increment	State Auditor 0.36%	Admin. at 10%	Semi-Annual Net Tax Increment	Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
							-	-	-	-				08/01/24
100%	128,250	(134)	-	128,116	166.990%	213,941	106,971	(385)	(10,659)	95,927	89,169	0.5	2025	08/01/25
							106,971	(385)	(10,659)	95,927	176,193	1	2025	02/01/25
100%	171,000	(134)	-	170,866	166.990%	285,329	142,665	(514)	(14,215)	127,936	289,463	1.5	2026	08/01/26
							142,665	(514)	(14,215)	127,936	400,008	2	2026	02/01/27
100%	173,565	(134)	-	173,431	166.990%	289,613	144,806	(521)	(14,428)	129,856	509,513	2.5	2027	08/01/27
							144,806	(521)	(14,428)	129,856	616,384	3	2027	02/01/28
100%	176,168	(134)	-	176,035	166.990%	293,960	146,980	(529)	(14,645)	131,806	722,250	3.5	2028	08/01/28
							146,980	(529)	(14,645)	131,806	825,568	4	2028	02/01/29
100%	178,811	(134)	-	178,677	166.990%	298,373	149,186	(537)	(14,865)	133,784	927,915	4.5	2029	08/01/29
							149,186	(537)	(14,865)	133,784	1,027,800	5	2029	02/01/30
100%	181,493	(134)	-	181,359	166.990%	302,852	151,426	(545)	(15,088)	135,793	1,126,745	5.5	2030	08/01/30
							151,426	(545)	(15,088)	135,793	1,223,310	6	2030	02/01/31
100%	184,216	(134)	-	184,082	166.990%	307,398	153,699	(553)	(15,315)	137,831	1,318,966	6.5	2031	08/01/31
							153,699	(553)	(15,315)	137,831	1,412,321	7	2031	02/01/32
100%	186,979	(134)	-	186,845	166.990%	312,012	156,006	(562)	(15,544)	139,900	1,504,798	7.5	2032	08/01/32
							156,006	(562)	(15,544)	139,900	1,595,051	8	2032	02/01/33
100%	189,783	(134)	-	189,650	166.990%	316,696	158,348	(570)	(15,778)	142,000	1,684,454	8.5	2033	08/01/33
							158,348	(570)	(15,778)	142,000	1,771,706	9	2033	02/01/34
Total							2,620,174	(9,433)	(261,074)	2,349,667				
Present Value From 02/01/2024							1,975,675	(7,112)	(196,856)	1,771,706				
Present Value Rate					4.93%									



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: 10/18/2022

SUBJECT: Vacation of Street Right-of-Way of State Avenue North

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

MOTION TO: Consider the vacation of State Avenue North adjacent to Lots 5 – 10, Block 1, Wonderland Addition to Thief River Falls. A utility easement would be retained over the entire vacated portion and a roadway easement retained for snow storage and future cul-de-sac over the south 60 feet of the vacated portion. This vacation is contingent upon a 10' x 60' temporary construction easement for roadway purposes from the Langlie and Morin properties adjacent to the south 60 feet of the vacated State Avenue to construct a future cul-de-sac. This temporary easement would remain in effect until concrete curb, gutter, and bituminous surfacing is completed.

BACKGROUND: This street right-of-way was dedicated to the city when Wonderland Addition was platted in 1919. The portion north of Tenth Street was vacated in 1927. The remaining segment to be vacated has all public utilities and the street has never been improved.

KEY ISSUES: All three adjacent property owners have requested the street vacation. This includes Corey Morin, Cainan and Shayla Langlie, and Ana and Adam Tongen. Travis Giffen, Public Works Director, has requested a cul-de-sac be considered on the south portion of the section proposed for vacation or other options to facilitate snow removal equipment, sanitation trucks, and adequate drainage.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION: The city council may approve a street vacation if they determine the right-of-way is no longer needed, and in the city's best interest to vacate. This is a petitioned street vacation.

DEPARTMENT/RESPONSIBLE PERSON: Mark Borseth – Community Development Consultant, Travis Giffen – Public Works Director

ATTACHMENTS:

1.	Vacation Street Right of Way Additional info
----	--

**NOTICE OF HEARING
CITY COUNCIL
CITY OF THIEF RIVER FALLS**

Notice is hereby given, pursuant to Minnesota Statute 412.851, that The City of Thief River Falls desires to consider vacation of State Avenue North described below. Said request will be submitted for review and approval by the City of Thief River Falls.

Beginning at a point 60 feet west of the southwest corner of Lot 5, Block 1, Wonderland Addition to Thief River Falls, Minnesota; thence north along the west line of State Avenue North, a distance of 311.69 feet; thence east a distance of 60 feet to the northwest corner of Lot 10 of said Block 1; thence south along the east line of State Avenue North to the southwest corner of said Lot 5; thence west 60 feet to the point of beginning.

Notice is further given that the City Council will conduct a Hearing on the street vacation at 5:30 P.M. on Tuesday, October 4, 2022, in the City Council Chambers, City Hall, 405 Third Street East, Thief River Falls, MN 56701. All persons wishing to comment on the Street Vacation will have the option to be heard at this time. Persons who wish to submit written comments prior to the Hearing or who have questions should address them to the office of the Zoning Administrator, City Hall, P.O. Box 528, Thief River Falls, MN 56701, or telephone 218-681-8506.

If you have a disability and need an accommodation in order to attend this Hearing, please contact the undersigned as soon as possible or at least 3 working days in advance of the Hearing at the above telephone number.

Dated this 9th day of September 2022.

CITY OF THIEF RIVER FALLS

Mark Borseth
Zoning Administrator

Published in the Wednesday, September 14, and September 21, 2022, editions of The Times.

Petition for Street Vacation

We are requesting the City of Thief River Falls vacate State Avenue North adjacent to Lots 5 – 10, Block 1, Wonderland Addition to Thief River Falls.

25.008.009.20
Adam and Ana Tongen
939 Arnold Avenue North
Thief River Falls, MN 56661

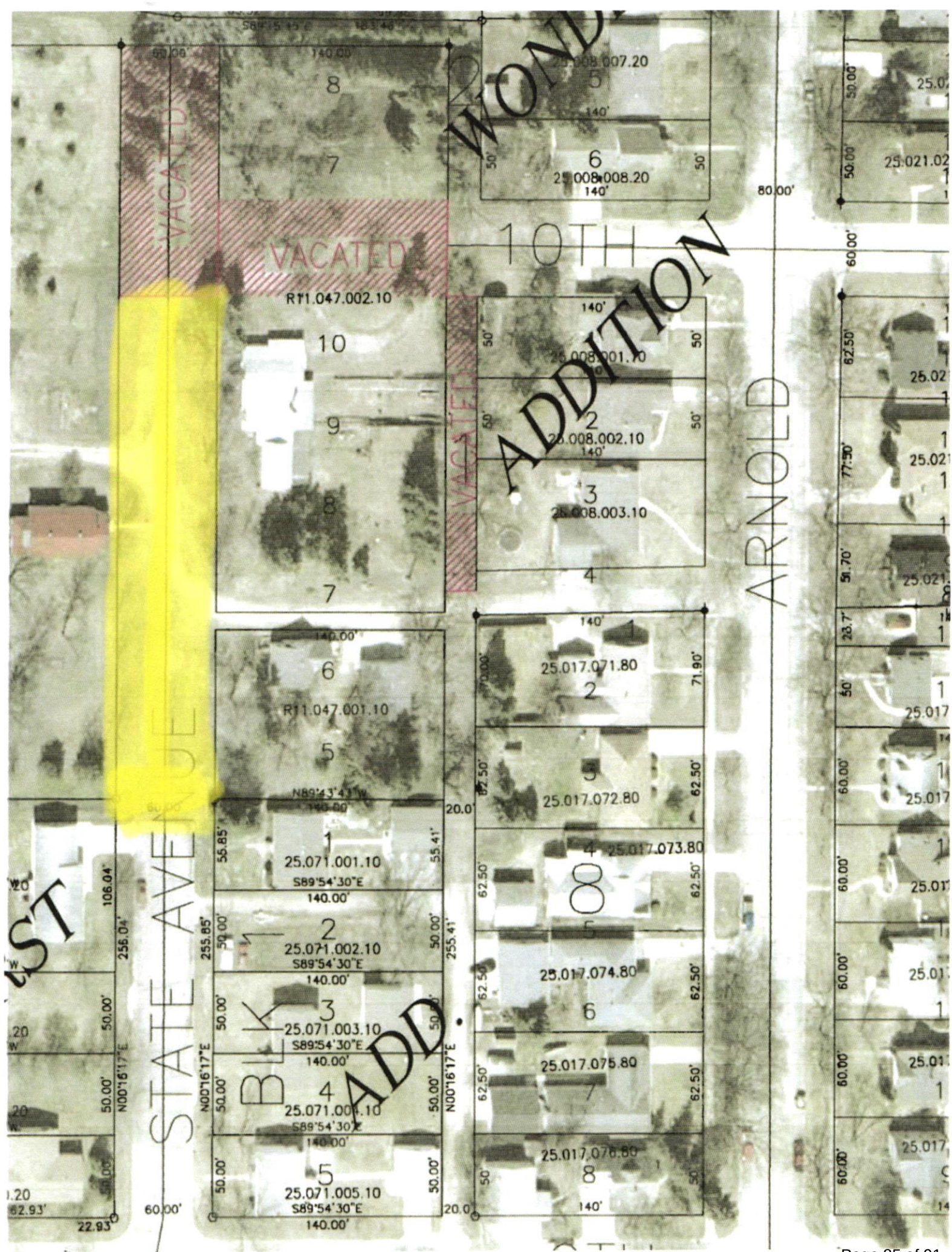
Authentisign <u>Ana Tongen</u>	<u>08/25/22</u>
Signature	Date
Authentisign <u>Adam Tongen</u>	<u>08/25/22</u>
Signature	Date

25.001.025.80
Cainan and Shayla Langlie
923 State Avenue North
Thief River Falls, MN 56701

Authentisign <u>Cainan Langlie</u>	<u>08/25/22</u>
Signature	Date
Authentisign <u>Shayla Langlie</u>	<u>08/25/22</u>
Signature	Date

25.008.004.10
Corey Morin
924 State Avenue North
Thief River Falls, MN 56701

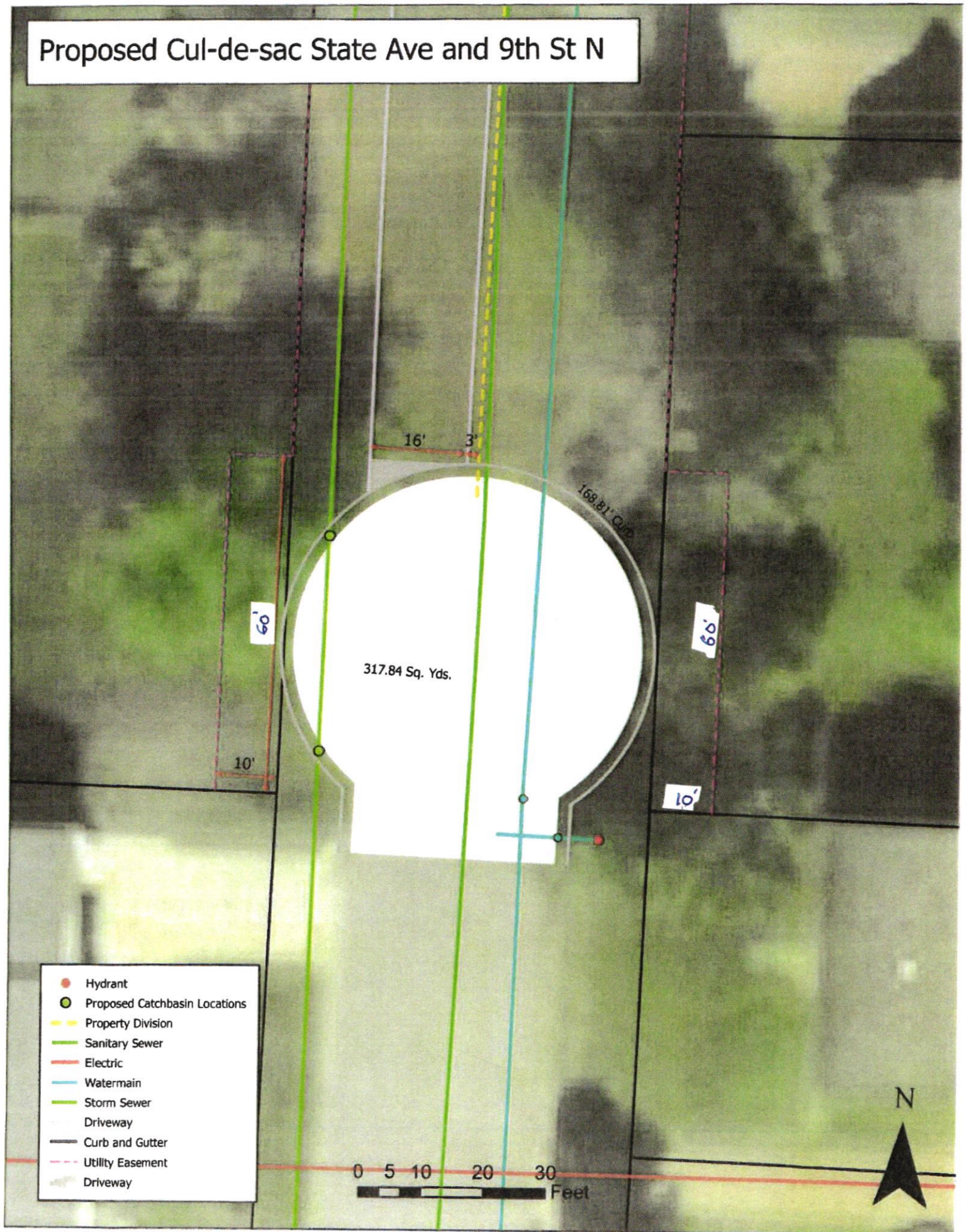
Authentisign <u>Corey Morin</u>	<u>08/25/22</u>
Signature	Date







Proposed Cul-de-sac State Ave and 9th St N





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: 10/18/2022

SUBJECT: Downtown snow load removal rates 2022-2023 Snow Season

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

MOTION TO: To approve the new snow load removal rate for the applicable downtown area of \$50.00 per truckload.

BACKGROUND: The current contract has expired, and it is time to draft a new contract agreement. Setting the contract amount for the entire season gives public works the ability to understand our snow removal obligations for the entire snow season.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: Fuel rates have significantly increased over the last two years and should be accounted for in the new contract. Fuel is one of the main expenses incurred through our snow removal process.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

None

**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>						
BMW Bnk North Amer Salt Lake	Certificate of Deposit - Brokered	\$209,000	11-Oct-23	1.85%	11-Apr-20	\$204,188.82
American Express Natl Bk	Certificate of Deposit - Brokered	\$248,000	18-Mar-24	1.60%	16-Sep-22	\$238,836.40
Comenity Cap Bk Utah CD 1.2	Certificate of Deposit - Brokered	\$249,000	15-May-24	2.75%	15-May-19	\$243,170.91
New York Community Bank	Certificate of Deposit - Brokered	\$183,000	03-Jun-24	0.30%	03-Dec-21	\$171,408.78
Port Houston Auth Tex Harris	Certificate of Deposit - Brokered	\$500,000	01-Oct-24	2.25%	12-Aug-20	\$479,480.00
Morgan Stanley Pvt Bk	Certificate of Deposit - Brokered	\$245,000	27-Feb-25	1.80%	27-Aug-20	\$230,968.85
State Bk India New York NY	Certificate of Deposit - Brokered	\$183,000	10-Jun-25	1.05%	10-Dec-20	\$167,851.26
Federal Home Ln Mtg Corp	Certificate of Deposit - Brokered	\$255,000	25-Aug-25	3.50%	25-Feb-23	\$249,412.95
JPMorgan Chase Bank N A CD CLL	Certificate of Deposit - Brokered	\$246,000	30-Sep-25	0.40%	31-Mar-21	\$218,908.02
Goldman Sachs BK USA New York	Certificate of Deposit - Brokered	\$200,000	11-Feb-26	1.00%	11-Aug-21	\$179,076.00
Vernon Hills Taxable GO	Certificate of Deposit - Brokered	\$246,000	30-Mar-26	2.85%	01-Jul-22	\$235,967.50
BankUnited A Svgs Bk Miami	Certificate of Deposit - Brokered	\$249,000	31-Mar-26	0.95%	30-Jun-21	\$221,512.89
UBS BK USA Salt Lake City UT	Certificate of Deposit - Brokered	\$245,000	16-Jun-26	0.85%	16-Jul-21	\$215,663.70
Defiance Ohio City Sch Dist	Certificate of Deposit - Brokered	\$550,000	01-Dec-28	0.00%	01-Dec-28	\$407,280.50
Thief River Falls Minn Indpt	Bond - Brokered	\$190,000	01-Feb-27	1.01%	01-Feb-27	\$162,246.70
Plattsburgh NY Pub Impt Bnds	Bond - Brokered	\$200,000	01-Nov-22	2.25%	02-Nov-17	\$199,746.00
RBC INVESTMENTS						\$3,825,719.28
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

Greenstate Credit Union	Certificate of Deposit - Brokered	\$249,200	19-Dec-22	0.210%	\$249,200.00
First Mid-Illinois Bank & Trust	Certificate of Deposit - Brokered	\$242,600	06-Jul-23	2.942%	<u>\$242,600.00</u>
4M INVESTMENTS					<u>\$491,800.00</u>

TOTAL CD INVESTMENTS	\$4,417,519.28
-----------------------------	-----------------------

MONEY MARKET ACCOUNTS

Piper Jaffray	First American Gov't Obligations Fund	0.01%	\$3,186,027.74
RBC	US Govt Money Market Fund		\$1.34
League of Minnesota Cities	4M Money Market Fund	0.01%	\$9,059,165.76
League of Minnesota Cities	4M Plus Fund	0.03%	\$25,935.27
League of Minnesota Cities	4M LTD Account		<u>\$739,102.62</u>

TOTAL MONEY MARKET SAVINGS	\$13,010,232.73
-----------------------------------	------------------------

GRAND TOTAL	09/30/2022	<u><u>\$17,427,752.01</u></u>
--------------------	-------------------	-------------------------------

*Interest paid every 6 months.