

COUNCIL PROCEEDINGS

Tuesday, December 20, 2022

CALL TO ORDER

This meeting is officially called to order at 05:30 PM on December 20, 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, Prudhomme, Aarestad, Bolduc and Lorensen. Mayor Holmer chaired the meeting.

PUBLIC HEARING - RESIDENTIAL TAX ABATEMENT

- Public Works Director Travis Giffen presented that 3 new properties were added to the abatement program this year. Total abatement is \$13,720.26. Nobody came up to talk at the hearing.

PUBLIC FORUM

- Ana Tongen expressed concerns regarding lack of communication over State Avenue North - Proposed Vacation Resolution

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

- Bike Friendly Community Award - Bronze Level - Glen Kajewski
- Glen Kajewski and Cheryl Lee mentioned the City of Thief River Falls received a Bronze Level designation which is part of 501 park friendly communities in the nation. The status is good for 4 years.
- Proclamation of Appreciation to Rachel Prudhomme
- Proclamation of Appreciation to Curt Howe
- Cody Niess - Farmers Grain Elevator - Kevin Sanders & Greg Dyrdaahl
- Cody Neiss, General Manager of Farmers Grain, LLC in Thief River Falls since November of 2021. Cody wanted to discuss concerns regarding the grain dust from the elevator that had been discussed at the previous council meeting. There is no toxic issues with corn dust that occurred around the week of November 20th. They dried 300,000 bushels of corn in 3.5 days, and it accumulated due to sticking to the snow. Cody stated they are meeting and exceeding MPCA requirements. He expressed that they want to be a good neighbor. If there are concerns or a need due to recent drying, Cody asks residents to contact him.

APPROVE AGENDA

Councilmember Mike Lorensen motioned, being seconded by Councilmember Rachel

Prudhomme, to approve the agenda with the removal of 9.11 and addition of 9.12 and 9.13.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 12.267.22: Approval of December 6, 2022 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-267-22, being seconded by Councilmember Curt Howe, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve the December 6, 2022 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.268.22: City of Thief River Falls Bills and Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-268-22, 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 \$669,862.14 and council per diems in the total amount of \$357.50. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.269.22: Approval to Write Off Falls Liquor Store NSF Checks

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-269-22, being seconded by Councilmember Curt Howe, that:

THEREFORE, BE IT RESOLVED By the City Council, to accept a Public Safety/Liquor Committee recommendation to write off Falls Liquor Store NSF checks totaling \$163.24 to bad debt expense. Efforts will continue to collect on the outstanding accounts.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.270.22: Approval To Process Year-End Accounts Payable Through December 30, 2022

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-270-22, being seconded by Councilmember Curt Howe, that:

WHEREAS, Annually, the City Council can authorize payment of year-end bills to simplify the year-end accounting.

THEREFORE, BE IT RESOLVED By the City Council, to authorize staff to process

year-end accounts payable with payment on December 30, 2022. Staff will email a report to the Council prior to payment with Council invited to contact City Administrator Angela Philipp if they see something they question.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.271.22: Approval of Appointment of Brady Meunier as Investigator

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-271-22, being seconded by Councilmember Curt Howe, that:

WHEREAS, Mike Roff, Investigator, was appointed to fill the Deputy Chief of Police position effective October 29, 2022. To continue efficient operations of the Police Department, the Investigator (Adult) position needed to be filled. The City Council adopted Resolution No. 10-223-22 authorizing that the position of Investigator be opened to the public for filling. Interviews were conducted on November 21, 2022, and Brady Meunier, Patrol Officer, was determined to be qualified to fill the Investigator (Adult) position. Because the Police Department is currently short staffed, and Patrol Officer Brady Meunier is considered on the street in the shift rotation, Officer Meunier will keep his patrol duties until early 2023 until we can fill our empty patrol spots. Between now and early 2023, Officer Meunier will assist in investigations.

WHEREAS, This is a budget item.

THEREFORE, BE IT RESOLVED To approve the internal transfer of Brady Meunier from Patrol Officer to Investigator (Adult) effective December 21, 2022. Mr. Meunier's wage shall be \$33.60 per hour which is a Grade 7 Step 1 of the Investigator salary schedule. With Mr. Meunier moving to the Investigator (Adult) position, it is approved that the Patrol Officer vacancy be opened to the public for filling.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.272.22: Accepting a Donation(S) To The City Of Thief River Falls, MN Employee Appreciation Program

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-272-22, being seconded by Councilmember Curt Howe, that:

WHEREAS, the City of Thief River Falls, MN, is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Johnson Funeral Home	\$100
HDR	\$250
Widseth Smith Nolting & Assoc	\$1,200
Northdale Oil	\$100
Farmers Union Oil Company	\$500

<u>Name of Donor</u>	<u>Amount</u>
Phillips Iron	T-shirt & Rivets
Universal Screen Print	2 Hats & 4 T-Shirts
Rusty Nail	2 - \$15 Gift Cards
Northdale Oil Inc.	2 – Supreme Touchless Car Wash Coupon Booklets
Mike’s Automotive	2- Hats
Nordale Oil Inc	2 – Hats
Peterson Lumber	2 – Hats
CertainTeed	2 - Hats

WHEREAS, the terms or conditions of the donations, if any, are as follows: The donations are given specifically for city employee appreciation and recognition purposes.

WHEREAS, all such donations have been contributed by non-interested parties to the city for the benefit of its citizens and promotion of city employee work recognition, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF THIEF RIVER FALLS, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to recognize city employee performance and to promote morale and express appreciation for the work of public servants, as allowed by law.
2. The city administrator is hereby directed to issue receipts to each donor acknowledging the city’s receipt of the donor’s donation.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.273.22: Additional Uncollectible Utility Account Write-offs

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-273-22, being seconded by Councilmember Curt Howe, that:

THEREFORE, BE IT RESOLVED Accept a Utility Committee recommendation to approve write-off of uncollectible utilities accounts in the amount of \$54,227.58 to be turned over to tax roll.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.274.22: Frosty Tines NDA Gambling Premises Permit

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-274-22, being seconded by Councilmember Curt Howe, that:

WHEREAS, The Frosty Tines NDA is required to obtain the City's approval to conduct lawful gambling on the premises of American Legion prior to submitting an application to the State of Minnesota.

THEREFORE, BE IT RESOLVED Authorize the Frosty Tines NDA to conduct lawful gambling on the premises of American Legion at 324 Brook Ave on March 1, 2023.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.275.22: Rocky Mountain Elk Foundation Gambling Premises Permit

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-275-22, being seconded by Councilmember Curt Howe, that:

WHEREAS, The Rocky Mountain Elk Foundation is required to obtain the City's approval to conduct lawful gambling on the premises of Ralph Engelstad Arena prior to submitting an application to the State of Minnesota.

THEREFORE, BE IT RESOLVED Authorize the Rocky Mountain Elk Foundation to conduct lawful gambling on the premises of Ralph Engelstad Arena at 525 Brooks Ave N on August 24, 2023.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.276.22: TRF Chamber of Commerce Temporary Intoxicating Liquor License

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-276-22, being seconded by Councilmember Curt Howe, that:

WHEREAS, The TRF Chamber of Commerce has applied for a Temporary Intoxicating Liquor License yearly.

WHEREAS, Applicant shall comply with all restrictions, limitations, and regulations for the sale of liquor under the City Code and State Statutes.

Applicant hereby agrees to obtain a resolution of its governing board wherein applicant agrees to indemnify and hold harmless the City of Thief River Falls and its elected officials, employees, and agents, from and against any and all liabilities, judgements, settlements, losses, costs, or charges, including attorneys' fees, incurred by the City of Thief River Falls, and/or any of its elected officials, employees, and agents, as a result of any claim, demand, action, or suit relating to any bodily injury (including death), loss of property, and/or property damage caused by, arising out of, or relating to or associated with the granting of a temporary intoxicating liquor license to applicant.

Applicant also understands that all information contained on this application is public data according to Chapter 13 of the Minnesota State Statute. Failure to provide the requested information may result in the application being denied.

THEREFORE, BE IT RESOLVED To Approve a Temporary Intoxicating Liquor License to TRF Chamber of Commerce effective August 4th & 5th, 2023, from 4 pm to 1 am.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.277.22: Approval of Additional 2023 City License Sunday On-Sale Intoxicating Liquor License - Eagles

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-277-22, being seconded by Councilmember Curt Howe, that:

THEREFORE, BE IT RESOLVED To Approve a On-Sale Intoxicating Sunday Liquor License to Eagles effective January 1 - December 31, 2023.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.278.22: Authorize to Move Forward to Hire a Vacant Fire Fighter Position

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-278-22, being seconded by Councilmember Curt Howe, that:

THEREFORE, BE IT RESOLVED Authorize to Move Forward to Hire for a vacant Fire Fighter position.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.279.22: Approval of Certification of Unpaid Grass/Weed Mowing Charges to Property Owners' 2023 Property Tax

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-279-22, being seconded by Councilmember Curt Howe, that:

WHEREAS, grass mowing charges remain unpaid to the City of Thief River Falls; and,

WHEREAS, pursuant to City Code Section 91.01 and Minnesota State Statute 429.101, the City may certify to the Pennington County Auditor the unpaid grass mowing charges.

THEREFORE, BE IT RESOLVED by the City Council, to certify the following unpaid grass mowing charges from the 2022 mowing season to the Pennington County Auditor for collection as part of the property owner's property tax statement in 2023:

ADDRESS	PARCEL	AMOUNT
618 Duluth Ave N	25.015.060.90	129.92
420 Davis Ave N	25.013.052.80	129.20

1016 Duluth Ave N	25.021.019.20	227.36
207 Kendall Ave S	25.012.052.70	80.48
414 Crocker Ave S	25.012.144.50	129.92
303 Riverside Ave	25.005.064.00	178.64
1010 Main Ave N	25.022.069.00	116.54
724 Dewey Ave N	25.016.027.70	276.80
142 Willow Rd	25.062.043.00	99.60
118 Conley Ave N	25.006.275.50	98.88
1241 Edgewood Dr	25.079.007.00	50.16
312 State Ave S	25.024.003.10	246.48
1212 Centennial Dr	25.047.006.00	354.32
408 Arnold Ave S	25.005.098.30	185.10
213 Crocker Ave N	25.005.098.30	50.16
227 Markley Ave N	25.006.244.10	49.44
201 Tindolph Ave S	25.012.035.60	98.16
516 Kendall Ave S	25.012.176.40	98.88
708 Duluth Ave N	25.015.025.40	98.88
1102 Dewey Ave N	25.059.011.00	98.88
824 Dewey Ave N	25.058.003.10	97.44
712 Horace Ave N	25.015.008.20	98.16
215 10th St W	25.021.017.20	48.72
926 Tindolph Ave S	25.025.032.20	48.00
124 Conley Ave S	25.006.274.50	48.00

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.280.22: Committed Fund Balance Reserve for I.T. Equipment

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution 12-280-22, being seconded by Councilmember Curt Howe, that:

WHEREAS, Funded security projects were not completed in 2022 and will be completed in 2023.

WHEREAS, Total amount to be transferred \$12,000.00 from 2022 contract budget to fund balance reserve dollars.

THEREFORE, BE IT RESOLVED Authorize City Administrator to transfer \$12,000.00 from contracts from the 2022 budget to committed fund balance reserve dollars.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 12.281.22: Approve Mayor Appointment of Mike Lorenson to go to the Airport Authority Commission Meetings.

Following discussion, Councilmember Curt Howe introduced Resolution 12-281-22, being seconded by Councilmember Steve Narverud, that:

THEREFORE, BE IT RESOLVED Approval of Appointment of Mike Lorenson to the Thief River Falls Regional Airport Authority - 3 Year Term

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.282.22: Approval of Tax Abatements

Following discussion, Councilmember Steve Narverud introduced Resolution 12-282-22, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, The homeowner must submit a copy of their property tax statement and proof of payment. There are three new properties eligible for abatement this year. There are five existing properties in the second year, eight in the third year, one in the fourth year and one in the fifth year of the abatement program. This program expired December 31, 2020. Any homes meeting the qualifications with building permits issued prior to December 31, 2020 will be honored.

WHEREAS, The cost to the City for the abatement of all properties is \$13,720.26.

WHEREAS, The tax abatement requires a Public Hearing for new property in their first year of abatement.

THEREFORE, BE IT RESOLVED Approve Tax Abatement for the following properties.

First Year

- 828 Alice Drive. First Southeast Addition Lot-015 Block-003. Parcel number 25.03304129 – James Trojanowski. Total estimated abatement is \$1014.41.
- 208 Willow Rd. Noreen's First Addition S1/2 of lot 21 & Lot 22 less the SO 12' Blk 4 Parcel number 25.06205200– Margaret Porter. Total estimated abatement is \$707.64.
- 2024 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-015 Block-001 Parcel number 25.12101510 – Shelby Hagen. Total estimated abatement is \$707.11.

Second Year

- 219 Duluth Avenue North. Original Townsite of Thief Riv Lots 9 & 10 Blk 39. Parcel number 25.003.332.90 - Lester John Larson. Total estimated abatement is \$658.73.
- 212 Willow Road. Noreen's First Addition SO 12' of Lot 22, Lot 23, Lot 24 Less SO 44' Blk 4 Parcel number 25.062.053.00 - Adrian Prestebak. Total estimated abatement is \$715.08.
- 2028 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-013 Block-001 Parcel number 25.121.013.10 - Bryce Gillie. Total estimated abatement is \$885.21

- 2004 Nelson Drive. Lot 5, Block 1, MMCDC'S Greenwood Neighborhood Addition Lot-025 Block-001. Parcel number 25.121.025.10 - Lori Alvarado. Total estimated abatement is \$502.42.
- 2022 Nelson Drive. MMCDC's Greenwood Neighborhood Addition Lot-016 Block-001 Parcel number 25.121.016.10 - Shelby Erickson. Total estimated abatement is \$1027.70.

Third Year

- 2015 Greenwood Street East. Lot 4, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.004.10 – Kellie Dagg. Total estimated abatement is \$593.86.
- 2013 Greenwood Street East. Lot 3, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.003.10 – Tanner Nessen. Total estimated abatement is \$723.59.
- 2103 Greenwood Street East. Lot 9, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.009.10 – Brandi Dorge. Total estimated abatement is \$624.70.
- 2021 Greenwood Street East. Lot 7, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.007.10 – Mackenzie Swick. Total estimated abatement is \$720.40.
- 1301 Labree Avenue North. Fairfield Addition S 137.4' of Lot 16. Parcel number 25.022.017.00 – Diana Donarski. Total estimated abatement is \$734.75.
- 2101 Greenwood Street East. Lot 8, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.008.10 – Tanner Dicken. Total estimated abatement is \$755.49.
- 108 Breezy Drive. Narveruds First Addition South 45.5' of North 116' of Lot 3 Blk 2. Parcel number 25.043.004.21 – Wendall Wegge. Total estimated abatement is \$1090.97.
- 108 Gabbi Court. Useldinger First Addition Lot 003 Southerly Part of Lot 3. Parcel number 25.115.003.00 – Marcia Sandahl. Total estimated abatement is \$944.76.

Fourth Year

- 2017 Greenwood Street East. Lot 5, Block 1, MMCDC'S Greenwood Neighborhood Addition. Parcel number 25.121.005.10 – Jamie Englund. Total estimated abatement is \$590.27.

Fifth Year

- 2107 Greenwood Street East. MMCDC's Greenwood Neighborhood Addition Lot-011 Block-001. Parcel number 25.121.011.10 – Christina Pribyl. Total estimated abatement is \$723.17.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.283.22: Approval of 2023 Budget

Following discussion, Councilmember Rachel Prudhomme introduced Resolution 12-283-22, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED By the City Council, to adopt the City-wide 2023 Budget in the amount of \$38,100,634 of revenue from all funds and \$37,577,950 of expenditures from all funds, with a transfer to (or use of) fund reserves of \$522,684.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.284.22: Approval of 2023 Tax Levy

Following discussion, Councilmember Rachel Prudhomme introduced Resolution 12-284-22, being seconded by Councilmember Michele McCraw, that:

WHEREAS, On September 20, 2022 the City of Thief River Falls set the 2023 preliminary tax levy at \$3,374,156.

THEREFORE, BE IT RESOLVED By the City Council, to certify the City of Thief River Falls 2023 Tax Levy at \$3,374,156 to the Pennington County Auditor, representing a 14% increase from the 2022 Tax Levy. This 14% increase also produced a reduction in the City of Thief River Falls' proposed tax rate. The breakdown of the 2023 Tax Levy is as follows:

General Fund Levy	\$2,408,558
Bonded Debt Levy	<u>\$965,598</u>
Net Tax Levy	\$3,374,156

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.285.22: 2023 Public Improvements Feasibility Report

Following discussion, Councilmember Steve Narverud introduced Resolution 12-285-22, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The following list of potential improvements is based on items from the City's Capital Improvement Program, items requested by developers, and other department requests.

- Resurfacing and improvements on Arnold, Duluth, and Knight Avenues, from 9th St. to 13th St.
- Resurfacing on 10th, 11th, 12th, and streets from Arnold Avenue to Main Avenue (T.H.#32).

WHEREAS, The City needs to begin the process of discussing items to be included in a public improvement project in 2023 to assure adequate time for a project hearing and

construction drawing preparation to have a project ready to bid in the Spring of 2023 for completion to be complete before next fall.

THEREFORE, BE IT RESOLVED Call for a Feasibility Report for the potential 2023 Street & Utilities Improvements construction project.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.286.22: Approval of Engineering Services

Following discussion, Councilmember Steve Narverud introduced Resolution 12-286-22, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The City of Thief River Falls uses an external consultant to provide engineering services for municipal street and utilities improvement projects, state required bridge inspections and municipal state aid process. The City of Thief River Falls, has a long-term successful relationship with Widseth engineering in working together with city staff to complete these tasks.

WHEREAS, Each year the success of the relationship is evaluated, and an appointment made. The Public Works Committee discussed the services provided and determined it be in the City's best interest to reappoint Widseth and Rich Clauson as Engineering firm, and Engineer of record, respectively. This is a multi-discipline firm with expertise in many areas. They have a strong relationship with the MNDOT State Aid office and specialize in municipal projects. There is great value to utilize a firm that has been involved in long term projects that often span several years from inception through completion.

WHEREAS, The consultant invoices services in an as needed basis. This billing method has resulted in engineering fees being considerably less than industry standard.

THEREFORE, BE IT RESOLVED Approve the reappointment of Widseth as the city engineering firm, and Rich Clauson as the Engineer of Record.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.287.22: Approval of 2023 Memorandum of Understanding for MAPS (Management, Administrative, Professional and Supervisory Employees) for implementation of Market Study performed by David Drown Associates

Following discussion, Councilmember Curt Howe introduced Resolution 12-287-22, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The current union contracts had a wage re-opener for 2023 due to the Market Study and the wage portion will be expiring on December 31, 2022. The MAPS group and the Ad-Hoc Labor Committee have met in negotiations for the last couple of months and have reached an agreement. Items agreed upon are acceptance of the salary scale moving to eight steps to reach top pay. As part of implementation an additional step will be granted for each 10 years of service. Implementation will be retro to October 1, 2022, and on January 1, 2023, employees will receive a 2% COLA increase.

The MAPS members have voted on, and approved, the proposed MOU as negotiated.

WHEREAS, Cost of implementation for 2022 and 2% COLA increase for 2023.

THEREFORE, BE IT RESOLVED Approve the Memorandum of Understanding for MAPS (Management, Administrative, Professional and Supervisory Employees) for implementation of Market Study performed by David Drown Associates.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.288.22: Authorize City Administrator to send the proposed Administrative Assistant and Inventory job descriptions to DDA - David Drown Associates, for creating and grading these positions.

Following discussion, Councilmember Steve Narverud introduced Resolution 12-288-22, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, To efficiently run the Electric and Water Department office, it was discussed to create an Inventory position to take care of Inventory, Work Orders, and Purchasing and dissolve the Administrative Assistant Inventory position to become an Administrative Assistant. The proposed job descriptions were reviewed by Utilities Committee.

THEREFORE, BE IT RESOLVED Authorize City Administrator to send the proposed Administrative Assistant and Inventory job descriptions to DDA - David Drown Associates, for creating and grading these positions. These positions would be proposed to be Teamster, non-exempt, positions under the supervision of the Electric Superintendent and Water Superintendent.

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

RESOLUTION NO. 12.289.22: Approval of 2023 Scrap Metal Bids

Following discussion, Councilmember Jason Aarestad introduced Resolution 12-289-22, being seconded by Councilmember Rachel Prudhomme, that:

WHEREAS, The City of Thief River Falls Electric Department advertised for an RFP on Scrap Metal Services to contract with an experienced scrap metal service with the best pricing quote. Two proposals were received and reviewed.

THEREFORE, BE IT RESOLVED Approve Evans Scrap & Steel Inc proposal for Scrap Metal Services in 2023-2024 Calendar year as presented.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.290.22: Approve back payment of Vacation Hours lost in 2020 and 2021 by Steve Olson, Liquor Store Manager

Following discussion, Councilmember Anthony Bolduc introduced Resolution

12.290.22, being seconded by Councilmember Rachel Prudhomme, that:

THEREFORE, BE IT RESOLVED Approve back payment of Vacation Hours lost in 2020 and 2021 by Steve Olson, Liquor Store Manager. Total vacation hours lost in 2020 because of business needs and not being able to use time off was 131.36 hours at \$43.63 per hour so payment would be \$5,731.24. Total vacation hours lost in 2021 was 123.88 hours at \$44.39 per hour so payment would be \$5,499.03. The grand total for both years would be \$11,230.27.

WHEREAS, Total cost to the city would be \$11,230.27.

On vote being taken, McCraw, Lorenson, Bolduc, Narverud, Aarestad, Howe and Prudhomme voted aye; Holmer voted nay. The resolution was passed contingent on City Attorney review if legal.

RESOLUTION NO. 12.291.22: Approve the purchase of a 2022 Ford Police Interceptor
Following discussion, Councilmember Anthony Bolduc introduced Resolution 12.291.22, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, For 2022 the Police Department was budgeted to purchase a new Ford Police Interceptor. A vehicle was ordered from Ford in 2021 and in October of 2022 we learned that Ford stopped building for the year, and we would not be able to get a vehicle. Deputy Chief Roff was able to find a 2022 Ford Police Interceptor through Guardian Fleet Safety in Clear Lake, MN.

WHEREAS, The amount budgeted in 2022 for a vehicle purchase was \$36,000 and \$10,000 for the purchase and installation of equipment. Purchase price of this vehicle is \$43,406.01 and does not include the installation or purchase of equipment. We will be able to swap equipment from on older squad, but not all of the equipment will fit because of the different body style.

THEREFORE, BE IT RESOLVED To approve the purchase of a 2022 Ford Police Interceptor.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 12.292.22: Approve Thief River Falls Amateur Hockey Application to Conduct Off-Site Gambling at River & Rails Brewing Company - Annual

Following discussion, Councilmember Curt Howe introduced Resolution 12.292.22, being seconded by Councilmember Rachel Prudhomme, that:

WHEREAS, The Thief River Falls Amateur Hockey is required to obtain the City's approval to conduct lawful gambling on the premises of River & Rails Brewing Company prior to submitting an application to the State of Minnesota.

WHEREAS, Gambling Activity will be for an annual permit. Fee of \$150 for LG214 Application to Conduct Off-Site Gambling to the State of MN.

THEREFORE, BE IT RESOLVED Authorize the Thief River Falls Amateur Hockey to conduct lawful gambling on the premises of River & Rails Brewing Company at 324 2nd St E Thief River Falls.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Councilmember Rachel Prudhomme gave update on education video for chicken ordinance will be ready January 3, 2023.
- Councilmember Jason Aarestad thanked Rachel Prudhomme and Curt Howe for being on the council. Also, reminder to be kind to your neighbors.
- Councilmember Anthony Bolduc reminded community members to check their smoke detectors.
- All Councilmembers wish the community a Merry Christmas.

UPCOMING MEETINGS

- City Council Meeting - January 3rd at 5:30 P.M.
- Utilities Committee - January 9th at 7:00 A.M.
- Public Safety/Liquor Committee - January 9th at 4:30 P.M.
- Administrative Services Committee - January 10th at 4:30 P.M. Room 201 City Hall
- Public Works Committee - January 11th at 4:30 P.M.
- Year End Bill Pay Meeting - December 30th

INFORMATIONAL ITEMS

- Investment Summary 11/2022

CLOSE MEETING PURSUANT TO MINNESOTA STATUTES, SECTION 13D.05, SUBDIVISION 3 (B)

Councilmember Anthony Bolduc moved, being seconded by councilmember Jason Aarestad, to close the Council Meeting as permitted by section Pursuant to MN Statutes, section §13D.05, subdivision 3 (b) to discuss the City's need to absolute confidentiality outweighs the purposes served by the open-meeting law in this case based on the following:

- Absolute confidentiality is necessary so that the City Council and legal counsel can have a candid and open discussion to determine the available legal options to handle the litigation, including response strategy and possible areas of reconciliation.
- The purpose of the closed meeting is not to make a decision behind closed doors, but instead, the purpose of the meeting is to determine the legal options for handling the litigation.
- The only business to be discussed is the pending litigation.
- An open session would be detrimental because it may take place in the presence of individuals involved in the litigation.
- A closed session would benefit the public because the ultimate outcome of the litigation

may impact the finances of the city.

On vote being taken, the motion was unanimously passed. The meeting closed at 6:58 p.m.

- The agenda item is Pending/Threatened Litigation – 20'' Wastewater Force Main Project.

RECOVENE MEETING

Councilmember Curt Howe moved, being seconded by councilmember Anthony Bolduc, to open the Council Meeting

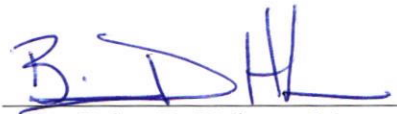
The meeting reconvened at 7:32 p.m.

ADJOURNMENT

There being no further discussion, Councilmember Curt Howe, being seconded by Councilmember Rachel Prudhomme to adjourn at 7:35 p.m. On vote being taken, the Chair declared the motion unanimously carried.

Attest:


Angela Philipp, City Administrator


Brian D. Holmer, Mayor