# COUNCIL PROCEEDINGS

## Tuesday, January 3, 2023

**CALL TO ORDER**

This meeting is officially called to order at 05:30 PM on January 3, 2023. This meeting is being presided over by Mayor Brian Holmer.

**PLEDGE OF ALEGIANCE**

**ROLL CALL**

The following Councilmembers were present: Holmer, Bourne, McCraw, Narverud, Pream, Aarestad, Lorenson and Bolduc arriving at 5:38 pm. Mayor Holmer chaired the meeting.

**PUBLIC FORUM**

**OFFICIAL OATH OF OFFICE**

The following newly elected or re-elected City Officials took the Oath of Office:

THEREFORE, BE IT RESOLVED
Brian D. Holmer – Mayor
Megan Bourne – 1st Ward Councilmember
Mike Lorenson – 3rd Ward Councilmember
J. Scott Pream - 5th Ward Councilmember
Steve Narverud – Councilmember-at-Large

**PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**

**APPROVE AGENDA**

Councilmember Mike Lorenson motioned, being seconded by Councilmember Michele McCraw, to approve the agenda with the addition of 9.9.

On vote being taken, the resolution was unanimously passed.

**CONSENT AGENDA**

RESOLUTION NO. 01.01.23: Approval of December 20, 2022 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution No. 01-01-23, being seconded by Councilmember Jason Aarestad, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve December 21, 2021 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.02.23: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution No. 01-02-23, being seconded by Councilmember Jason Aarestad, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of $2,539,308.62 for January 3, 2023. 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. 01.03.23: Approval of "Schedule of Council Member Meetings" Authorized to Charge a Per Diem

Presented as part of the Consent Agenda, Councilmember Steve Narverud introduced Resolution No. 01-03-23, being seconded by Councilmember Jason Aarestad, that:

THEREFORE, BE IT RESOLVED by the City Council, to approve the following "Schedule of Council Member Meetings" list as meetings authorized to charge a per diem of attending on behalf of the City of Thief River Falls:

**Schedule of Council Member Meetings**

Administrative Services Committee
Airport Zoning Board
Airport Authority Commission
Budget/Finance Ad Hoc Committee
Building Workgroup
Coalition of Greater Minnesota Cities
Employee Safety Committee
Community Development Advisory Board
Community Education Advisory Board
Convention and Visitors Bureau Board
Jobs, Inc.
Joint City/County Meeting
Joint City/School District Meeting
League of Minnesota Cities
Legislative Lobbying Meetings
Long Range Planning/Annexation Ad Hoc Committee
MEC Joint Powers Board
Northwest Regional Development Commission
Northwest Regional Library Board
Pennington County Historical Society
Pennington County Solid Waste Committee
Personnel/Labor Ad Hoc Committee
Planning Commission
Public Safety/Liquor Committee
Public Utilities Committee
Public Works Committee
Red Lake River Corridor Joint Board
Red River Basin Joint Powers Board
Strategic Planning Workgroup
TRF Area Community Fund Advisory Committee
TRF Chamber of Commerce
TRF Day at the Capitol
TRF Library Board
Tri-Cities Joint Meeting

Also, any of Committees that are established by the City Council or appointments made or meetings attended while representing the City of Thief River Falls.

Per diem shall be paid retroactively upon submission of documentation approved by City Administrator.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.04.23: Approval of Employment and Wage of Daniel Chase, Electric Superintendent

A Councilmember requested removal from the Consent Agenda for discussion, Councilmember Steve Narverud, being seconded by Councilmember Jason Aarestad, that:

RESOLUTION NO. 01.04.23 be placed in New Business for discussion.

**NEW BUSINESS**

RESOLUTION NO. 01.04.23: Approval of Employment and Wage of Daniel Chase, Electric Superintendent

Following discussion Councilmember Mike Lorenson introduced Resolution No. 01-04-23, being no second motion failed.

RESOLUTION NO. 01.05.23: Approval to Designate the Times Newspaper as the Official Newspaper

Following discussion, Councilmember Steve Narverud introduced Resolution No. 01-05-23, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED by the City Council, to designate The Times as the official newspaper of the City of Thief River Falls.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.06.23: Approval of Official Depositories for City Funds

Following discussion, Councilmember Steve Narverud introduced Resolution No. 01-06-23, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED by the City Council, to appoint the following institutions as official depositories for City funds for calendar year 2022:

Minnesota Municipal Money Market Fund
c/o PMA Financial Network, Inc.
2135 City Gate Lane 7th Floor
Naperville, IL 60563

Wells Fargo Advisors LLC
222 West Superior Street
Duluth, MN 55802

RBC Capital Markets LLC
60 South Sixth Street

Wells Fargo Bank West, NA
208 Main Avenue North
Thief River Falls, MN 56701

Northern State Bank
201 Third Street East
Thief River Falls, MN 56701

Piper Jaffray
800 Nicollet Mall, Suite 800

Minneapolis, MN 55402

Minneapolis, MN 55402-7020

Border State Bank
1528 Highway 59 South
Thief River Falls, MN 56701

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.07.23: Approval of Northern State Bank Collateral in Excess of FDIC Insurance for 2023

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 01-07-23, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED by the City Council, to approve an agreement with Northern State Bank for collateral in excess of the FDIC Insurance of $250,000 per account for 2023.

BE IT FURTHER RESOLVED, to authorize the City Administrator to execute any and all documents necessary relating to this agreement.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.08.23: Approval of Appointment of Councilmember Steve Narverud as Acting Mayor in Absence of Mayor Holmer for Calendar Year 2023

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 01-08-23, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED by the City Council, to appoint Councilmember Steve Narverud as the Acting Mayor in the absence of Mayor Holmer for calendar year 2022.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.09.23: Approval of City Council Committee Assignments for Calendar Year 2023

Following discussion, Councilmember Scott Pream introduced Resolution No. 01-09-23, being seconded by Councilmember Steve Narverud, that:

THEREFORE, BE IT RESOLVED by the City Council, to appoint the following City Council Committees and Committee Members for calendar year 2023:

**Functional Standing Committees**

**Utilities**
Mayor Holmer
Mike Lorenson
Anthony Bolduc
Scott Pream

**Public Works**
Steve Narverud
Scott Pream
Mike Lorenson
Michele McCraw

**Public Safety/Liquor**
Steve Narverud
Jason Aarestad
Megan Bourne
Anthony Bolduc

**Administrative Services**
Michele McCraw
Mayor Holmer
Megan Bourne
Jason Aarestad

**Crosscutting Ad Hoc Committees**

**Budget/Finance (ad hoc)**

Mayor Holmer
Mike Lorenson
Michele McCraw

**Long Range Planning/Annexation (ad hoc)**
Mayor Holmer
Michele McCraw
Steve Narverud

**Personnel/Labor (ad hoc)**
Mayor Holmer
Mike Lorenson
Jason Aarestad

**Strategic Planning Workgroup**
Michelle McCraw
Anthony Bolduc
Angela Philipp

**Building Workgroup**
Jason Aarestad
Steve Narverud
Mike Lorenson

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.10.23: Approval of Appointment of Process Server for 2023

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 01-10-23, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED by the City Council, to appoint the Chief of Police as the process server for calendar year 2023.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.11.23: Reaffirming City's Decision not to Waive the Monetary Limit of Municipal Tort Liability Established by MN Statute

Following discussion, Councilmember Steve Narverud introduced Resolution No. 01-11-23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, Because the City of Thief River Falls obtains its liability coverage from the League of Minnesota Cities Insurance Trust, the City must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased.

THEREFORE, BE IT RESOLVED by the City Council to reaffirm and inform the League of Minnesota Cities Insurance Trust that the City of Thief River Falls does not waive the monetary limits on municipal tort liability established by Minnesota Statutes

466.04 and authorizes the City Administrator to execute any and all documents relating to the action.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.12.23: Approving The Decertification of Tax Increment Financing District No. 1-4

Following discussion, Councilmember Steve Narverud introduced Resolution No. 01-12-23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, on May 28, 2002, the City of Thief River Falls (the "City") created its Tax Increment Financing District No. 1-4, (the "District") within its Development District No. 1 (the "Project"); and

WHEREAS, as of the date hereof all bonds and obligations to which tax increment from the District have been pledged have been paid in full or defeased and all other costs of the Project have been paid; and

WHEREAS, the City desires by this resolution to cause the decertification of the District after which all property taxes generated by property within the District will be distributed in the same manner as all other property taxes.

THEREFORE, BE IT RESOLVED by the City Council of the City of Thief River Falls that the City's staff shall take such action as is necessary to cause the County Auditor of Pennington County to decertify the District and to no longer remit tax increment from the District to the City effective for taxes payable in 2023.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.13.23: Approve License Renewal Application for Northland Taxi

Following discussion, Councilmember Jason Aarestad moved to table this item, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED all paperwork is to be completed correctly with ASE mechanic certificate inspection.

On vote being taken, the resolution was unanimously passed.

**COUNCIL BOARDS AND COMMISSIONS REPORTS**

**UPCOMING MEETINGS**

- 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.
- City Council Meeting - January 17th at 5:30 p.m.

**INFORMATIONAL ITEMS**

- Councilmember Mike Lorenson mentioned to have Administrative Services Committee review recent Congressional ban regarding Tik Tok on government devices.
- Councilmember Mike Lorenson also asked that we begin department head evaluations.

**ADJOURNMENT**

There being no further discussion, Councilmember Mike Lorenson, being seconded by Councilmember Anthony Bolduc to adjourn at 5:50 p.m. On vote being taken, the Chair declared the motion unanimously carried.

Brian D. Holmer, Mayor

Attest: Angela Philipp

Angela Philipp, City Administrator