

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, February 7, 2023

**COUNCIL CHAMBERS
CITY HALL – 405 3RD STREET EAST
5:30 PM**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALEGIANCE**
- 3. ROLL CALL**
- 4. 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.***
- 5. PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**
- 6. 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.***
- 7. 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.***
 - 7.1. Approval of January 17, 2023 Council Proceedings (page 3-12)
 - 7.2. City of Thief River Falls Bills and Disbursements and Council Per Diems (page 13-64)
- 8. NEW BUSINESS**
 - 8.1. Resolution Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code (page 65-68)
 - 8.2. Approve Analog Voice And Data Lines (page 69-71)
 - 8.3. Approve Restricted Fund Balance Reserve (page 75)
 - 8.4. Approval to have step increases approved by department heads for employees or

committee chair for department heads (page 76)

- 9. 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.***

10. UPCOMING MEETINGS

- 10.1. Committee of Whole - February 7th Immediately following Council Meeting.
- 10.2. Utilities Committee - February 13th at 7:00 a.m.
- 10.3. Public Safety/Liquor Committee - February 13th at 4:30 p.m.
- 10.4. Administrative Services Committee - February 14th at 4:30 p.m. Room 201 City Hall
- 10.5. Public Works Committee - February 15th at 4:30 p.m.
- 10.6. City Council Meeting - February 21st at 5:30 p.m.

11. INFORMATIONAL ITEMS

12. 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.



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
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Request for Council Action

DATE: 2/7/2023

SUBJECT: #7.1 Approval of January 17, 2023 Council Proceedings

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

MOTION TO: By the City Council, to approve the January 17, 2023 Council Proceedings.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	01.17.23 City Council Minutes
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COUNCIL PROCEEDINGS

Tuesday, January 17, 2023

CALL TO ORDER

This meeting is officially called to order at 05:30 PM on January 17, 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, Lorensen and Bolduc. Mayor Holmer chaired the meeting.

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Steve Narverud motioned, being seconded by Councilmember Scott Pream, to approve the agenda.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 01.14.23: Approval of January 3, 2023 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 01-14-23, being seconded by Councilmember Megan Bourne, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve the January 3, 2023 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.15.23: Approval of January 9, 2023 Special Council Proceedings

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 01-15-23, being seconded by Councilmember Megan Bourne, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve the January 9, 2023 Special Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.16.23: City of Thief River Falls Year End Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 01-16-23, being seconded by Councilmember Megan Bourne, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$541,346.91. Approved December 30, 2022.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.17.23: City of Thief River Falls Bills and Disbursements and Per Diems

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 01-17-23, being seconded by Councilmember Megan Bourne, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$862,495.01 and per diems in the total amount of \$747.50. 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. 01.18.23: Approval to fill position of Public Works Forester

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 01-18-23, being seconded by Councilmember Megan Bourne, that:

WHEREAS, The Public Works Department is seeking to fill the position of Forester due to the resignation of Brian Benitt effective December 31, 2022. The position is necessary to keep the department operating efficiently.

THEREFORE, BE IT RESOLVED To begin the process to fill the position of Forester within the Public Works Department. Position shall be open to Teamster #320 employees for ten days, as per union contract and if not filled through this process, the Public Works Forester position will be opened to the public.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.19.23: 2023 Mileage Reimbursement and Meal Reimbursement

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 01-19-23, being seconded by Councilmember Megan Bourne, that:

WHEREAS, The 2023 Government Services Administration Meals Reimbursement Schedule for Reimbursement for Travel outside of Pennington County. Meals would be reimbursed at \$18.00 for Breakfast, \$20.00 for lunch and \$36.00 for dinner. No reimbursement on alcohol or tips. The City of Thief River Falls has in the past followed the federal reimbursement rate for mileage and in 2023 is .655 cents per mile.

THEREFORE, BE IT RESOLVED Adopt the Northern Minnesota (Duluth) Meal Reimbursement Schedule and the 2023 Federal Mileage Rate as on File in the City Administrator's Office.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.20.23: Approve Contract with K&K Towing

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 01-20-23, being seconded by Councilmember Megan Bourne, that:

WHEREAS, The Police Department had a contact with Falls Towing that will be ending on January 22nd, 2023. Because of the contact ending a request for proposals was

submitted and we had received proposals from Falls Towing and K&K Towing.

THEREFORE, BE IT RESOLVED To approve a 3 year contract with K&K Towing. On December 23rd, 2022 proposals were to be handed in to the City Administrator. Two proposals were received and reviewed by Police Chief Adam and Deputy Chief Roff. We would like to move forward with this contract with K&K Towing starting January 23rd, 2023, to January 22nd of 2026.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.21.23: Approve Inventory Position Job Description and Authorize to Advertise

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 01-21-23, being seconded by Councilmember Megan Bourne, that:

WHEREAS, Resolution No. 12-289-22 created the positions of Inventory and Administrative Assistant and approved proposed job descriptions be sent to David Drown and Associates for grading. 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 position. The proposed job descriptions were reviewed by Utilities Committee before being sent to DDA for grading.

THEREFORE, BE IT RESOLVED Approve the Inventory position job description and grading from David Drown and Associates (DDA). The Inventory position will be a Grade 3. Also authorize to advertise the position to the Teamsters #320 union per the union contract for 10 days. If the position is not filled by internal posting, it will be posted to the public for filling.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.22.23: Approve Administrative Assistant Job Description and Grading and Appointment

A Councilmember requested removal from the Consent Agenda for discussion, Councilmember Michele McCraw being seconded by Councilmember Megan Bourne that:

RESOLUTION NO. 01.22.23 be placed in New Business for discussion.

NEW BUSINESS

RESOLUTION NO. 01.22.23: Approve Administrative Assistant Job Description and Grading and Appointment

Presented as part of the Consent Agenda, Councilmember Scott Pream introduced Resolution No. 01-22-23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, Resolution No. 12-289-22 created the positions of Inventory and Administrative Assistant and approved proposed job descriptions be sent to David Drown and Associates for grading. 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 position. The proposed job descriptions were reviewed by Utilities Committee before being sent to DDA for grading.

THEREFORE, BE IT RESOLVED Approve revisions to the Administrative Assistant Inventory position and title as Administrative Assistant and delegation of LeeAnn Lund, current Administrative Assistant Inventory, as Administrative Assistant effective January 18, 2023. It should be noted that there is no salary difference in this Delegation. The Administrative Assistant position was graded by David Drown and Associates and was determined to be a Grade 3.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.23.23: Appointment of Richard Beier, Interim Fire Chief, as Fire Chief
Following discussion, Councilmember Jason Aarestad introduced Resolution No. 01-23-23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The City Council, by Resolution No. 11-238-22, authorized to appoint Richard Beier as interim Fire Chief. The interim Fire Chief would continue in the firefighter rotation schedule and his shift performance would be reviewed within 6 months.

THEREFORE, BE IT RESOLVED Approve the appointment of Richard Beier as Fire Chief, effective January 18, 2023. Mr. Beier's salary will start at Step 1 of Grade 11 for \$41.26 per hour for an annual salary of \$102,984.96. Mr. Beier will be eligible to move to step 2 of Grade 11 on January 18, 2024, with City Council approval. The Fire Chief position is a MAPS position.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.24.23: Approve Employment of Derek Neisen as Firefighter
Following discussion, Councilmember Jason Aarestad introduced Resolution No. 01-24-23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The City Council, by Resolution No. 12-278-22, authorized that the City of Thief River Falls move forward with filling the position of Firefighter due to the retirement of Marty Semanko. Applications from the public were accepted and interviews conducted on January 11, 2023.

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

THEREFORE, BE IT RESOLVED Approve the employment of Derek Neisen as Firefighter, effective February 6, 2023. Mr. Neisen's salary will start at Grade 5 Step 1 for \$29.05 per hour for one year and then shall be eligible to proceed to the next step at the end of the probation period and City Council approval. Employment is contingent upon successful completion of all required background pre-employment requirements.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.25.23: Approval of Councilmember Appointments to Community and Statewide Boards, Commissions and Committees

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 01-25-23, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED to approve the following appointments to various community/state boards and committees for calendar year 2023:

Airport Zoning Board	Steve Narverud & Jason Aarestad
Airport Authority Commission (3 year term)	Brian Holmer & Mike Lorensen
City Employee Safety Committee	Jason Aarestad
Community Development Advisory Board	Anthony Bolduc
Community Development Advisory Board (Ex-Officio)	Brian Holmer
Community Education Advisory Board	Mike Lorensen
Convention and Visitors Bureau Board	Scott Pream
Advance Thief River (Ex-Officio)	Steven Narverud
MEC Joint Powers Board	Megan Bourne
Northwest Regional Library Board	Scott Pream
Pennington County Historical Society	Scott Pream
Pennington County Solid Waste Committee	Michele McCraw
Planning Commission/Board of Appeals & Adjustments	Steven Narverud
Red Lake River Corridor Joint Board	Mike Lorensen(Kajewski, Alternate)
TRF Area Community Fund's Advisory Committee	Megan Bourne
TRF Chamber of Commerce (Ex Officio)	Michele McCraw (Alternate Megan Bourne)
TRF Library Board	Scott Pream

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.26.23: Approval of Community Board and Commission Appointments

Following discussion, Councilmember Michele McCraw introduced Resolution No. 01-26-23, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED Accept the Mayor and Council recommendations to make the following reappointments to the various Boards and Commissions:

Housing & Redevelopment Authority (5-year term)

Nathan Haase and Jim Dagg

Planning Commission & Board of Appeals & Adjustments (3-year term)

Matthew Shaffer, Teri Averill and Richard Sjoberg

Mike Parker and Rick Reiersen reaffirm 1/31/25

Community Development Advisory Board (3-year term)

Chad Broadwell

Tim Hagl and Steve Lillestol reaffirm 1/31/25

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.27.23: Resolution for the City of Thief River Falls, to Act as a Sponsoring Agency for the Construction Project, Barzen Multi-use Connection Trail

Following discussion, Councilmember Scott Pream introduced Resolution No. 01-27-23, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, Barzen Avenue is a major transportation route for both transport vehicles, and a integral public route to work for many. Currently, this route is two-way, non-urbanized travel route. Pedestrian and bike travel is limited to the vehicle travel lanes. Long range planning has discussed and supported this connection trail concept in 2021. The Electric department has previously placed and maintains light poles for visibility along this corridor.

WHEREAS, This application for alternative funding source is currently earmarked for the year 2027. There may be opportunities for a project to move ahead in the funding schedule if the project is construction ready.

THEREFORE, BE IT RESOLVED Approve the City of Thief River Falls to act as a sponsoring agency for the project identified as **Barzen Multi-use Connection Trail** seeking federal transportation funds, and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules, and regulations.

BE IT FURTHER RESOLVED: That City of Thief River Falls Public Works Director, Travis Giffen, is hereby authorized to act as agent on behalf of this sponsoring agency.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.28.23: Resolution to Agreeing to Maintain Facility - Barzen Multi-use Connection Trail

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 01-28-23, being seconded by Councilmember Scott Pream, that:

WHEREAS, The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA.

WHEREAS, The Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and

WHEREAS: The City of Thief River Falls is the sponsoring Agency for the transportation alternatives project identified as Barzen Multi-use Connection Trail.

THEREFORE, BE IT RESOLVED Approve the City of Thief River Falls as the sponsoring agency hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.29.23: H&H Properties, LLC – Conditional Use Permit Request

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 01-29-23, being seconded by Councilmember Mike Lorensen, that:

WHEREAS, H&H Properties, LLC has purchased the property located at 111 4th Street East for the purpose of creating a retail space on the first floor. This is an allowable use in this zoning district with a conditional use permit.

WHEREAS, Retail is an allowable use in the Downtown Fringe District (C-4) if the gross floor area of the building is less than 3,000 square feet. If it is more than 3,000 square feet and not exceeding 5,000 square feet, it requires a conditional use permit. Gross floor area is definition in our code as the sum of all horizontal area of all floors of a building, excluding the basement. The actual area of the first floor proposed for retail space is 1,750 square feet.

THEREFORE, BE IT RESOLVED Approve a Conditional Use Permit for H&H Properties, LLC for retail space in a building in excess of 3,000 square feet of gross floor area in a Downtown Fringe District (C-4).

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.30.23: Approval of Sanitation Rate Increase

Following discussion, Councilmember Steve Narverud introduced Resolution No. 01-30-23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The City has established rates for sanitation services that include twice a week residential and multi-family refuse pickup. These rates also cover leaf vac in the spring and fall, alley snow plowing, tree branch disposal, garbage bags, appliance and bulky item pick up, and other miscellaneous services.

WHEREAS, The current rates that were established for 2020, 2021 and 2022 have been reviewed for a rate increase. The proposed rate increase would take place over the next three years and would apply each year in 2023, 2024, and 2025. Sanitation rates would be increased approximately 5% each year for the next three years. This increase would

be consistent with the previous year's rate increases.

THEREFORE, BE IT RESOLVED Approve a three-year Sanitation Rate Increase.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.31.23: 2023 Street & Utilities Improvements Feasibility Report

Following discussion, Councilmember Steve Narverud introduced Resolution No. 01-31-23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, The items outlined in the feasibility report listed below are potential improvements based on items from the City's Capital Improvement Program, items requested by developers, homeowners, and other departments.
The 2023 Street and Utilities improvement plan for the city of Thief River Falls includes:

- Reconstruction of base and pavement on portions of Arnold, Duluth, and Knight Avenues located between 9th street and 12th street. It would also include portions of resurfacing of pavement on streets located between Arnold Avenue and Trunk Highway #32.
- Completion of Robson Court Development Cul-de-sac.

WHEREAS, The City Council needs to call for a public hearing on any or all the items included in the feasibility report to proceed with the project. The public hearing is scheduled for February 21st at 5:30 P.M. in the City Council Chambers. All affected residents will be mailed a notice of hearing, giving them an opportunity to attend and voice their opinion for or against the project. A hearing notice will also be published in the Times.

THEREFORE, BE IT RESOLVED Approve Feasibility Report for the proposed 2023 Street & Utilities Improvements and Call for a Public Hearing to be Held at 5:30 pm on February 21, 2023 in Council Chambers.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 01.32.23: Approval of step change for Deputy Police Chief Position

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 01-32-23, being seconded by Councilmember Megan Bourne, that:

THEREFORE, BE IT RESOLVED Upon further review of the Deputy Police Chief, Michael Roff, it was determined that Mr. Roff's wage shall be moved from the current Grade 9 Step 1 of \$37.40 per hour to Grade 9 Step 3 of \$40.55 per hour, with retro pay back to his Deputy Police Chief start date of October 29, 2022. Mr. Roff will receive the 2% COLA increase for 2023 effective January 1, 2023, and then move to Grade 9 Step 4 of \$42.91 on October 29, 2023 upon City Council approval.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

UPCOMING MEETINGS

- City Council Meeting - February 7th at 5:30 p.m.
- Utilities Committee - February 13th at 7:00 a.m.
- Public Safety/Liquor Committee - February 13th at 4:30 p.m.
- Administrative Services Committee - February 14th at 4:30 p.m. Room 201 City Hall
- Public Works Committee - February 15th at 4:30 p.m.
- City Council Meeting - February 21th at 5:30 p.m.

INFORMATIONAL ITEMS

Councilmember Jason Aarestad asked Delray Sparby for an update on the messy yard case. Delray Sparby indicated Nathan Haase was in court this morning regarding the messy yard. The Judge gave them 10 days to remove items. January 30th, Sentence to Serve will be able to assist with clean up.

Councilmember Mike Lorenson suggested we have a Committee of Whole meeting. Council agreed to have a meeting following the February 7th Council meeting.

ADJOURNMENT

There being no further discussion, Councilmember Jason Aarestad, being seconded by Councilmember Scott Pream to adjourn at 6:03 p.m. On vote being taken, the Chair declared the motion unanimously carried.

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

FEBRUARY 7th, 2023

SUMMARY OF DISBURSEMENTS

1/13/2023	AP PKT #485 - DIRECT PAYABLES	\$35,459.07
1/12/2023	AP PKT #491 - #1 PAYROLL	\$4,822.68
1/12/2023	AP PKT #492 - #1 PAYROLL	\$216.66
1/12/2023	AP PKT #493 - #1 PAYROLL	\$111,965.52
1/12/2023	AP PKT #494 - DIRECT PAYABLES	\$31,646.62
1/12/2023	AP PKT #495 - DIRECT PAYABLES	\$25.00
1/17/2023	AP PKT #496 - DIRECT PAYABLES	\$28,463.59
1/19/2023	AP PKT #498 - DIRECT PAYABLES	\$690.00
1/19/2023	AP PKT #499 - DIRECT PAYABLES	\$50,995.79
1/20/2023	AP PKT #502 - DIRECT PAYABLES	\$1,050,172.15
1/25/2023	AP PKT #503 - DIRECT PAYABLES	\$128,963.50
1/26/2023	AP PKT #504 - #2 PAYROLL	\$16,476.66
1/30/2023	AP PKT #507 - DIRECT PAYABLES	\$1,980.34
1/30/2023	AP PKT #508 - DIRECT PAYABLES	\$140,144.95
1/26/2023	UB PKT #1360 - UTILITY BILLING REFUND CHECKS	\$1,624.76
1/30/2023	UB PKT #1375 - UTILITY BILLING REFUND CHECKS	\$255.23
1/31/2023	AP PKT #509 - DIRECT PAYABLES	\$243,841.42
2/7/2023	AP PKT #510 - COUNCIL MEETING BILLS	\$148,404.28
GRAND TOTAL OF DISBURSEMENTS		\$1,996,148.22

COUNCIL PER DIEM TO BE PAID ON 02/23/2023 PAYROLL
Presented 02/7/2023 Council Meeting

Anthony Bolduc - January 2023

01/09/23	Public Utilities	0700	Council Chambers	\$32.50
01/09/23	Public Safety/Liquor	1630	Council Chambers	\$32.50
				\$65.00

Steve Narverud - January 2023

01/09/23	Public Safety	4:30-6:30	Council Chambers	\$32.50
01/09/23	Special Council Meeting	4:00-4:15	Council Chambers	\$32.50
01/10/23	Building Comm.	11:00-12:10	Ralph	\$32.50
01/10/23	Planning and Zoning	5:00-6:15	Council Chambers	\$32.50
01/11/23	Public Works	4:30-7:15	Council Chambers	\$32.50
01/19/23	Open Line	11:00-12:00	KTRF	\$32.50
01/31/23	Advance Thief River	12:00-1:00	Legion	\$32.50
				\$227.50

Total
\$292.50



City of Thief River Falls, MN

Refund Check Register

Refund Check Detail

UBPKT01360 - Refunds 01 UBPKT01353 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-00188-002	NAESETH, ROSEMARY J	1/30/2023	89007	44.88			44.88	Generated From Billing
06-00870-005	VERBECK, ANGEL M	1/30/2023	89008	243.36			243.36	Generated From Billing
12-01479-000	ANDERSON, MIKE	1/30/2023	89009	86.17			86.17	Generated From Billing
15-01912-003	MOCK, MADISON J	1/30/2023	89010	125.94			125.94	Generated From Billing
26-03737-009	EDWARDS, PAUL H	1/30/2023	89011	198.89			198.89	Generated From Billing
26-05134-002	NELSON, BREANNA M	1/30/2023	89012	108.63			108.63	Generated From Billing
26-05137-001	STANGLAND, JEREMY S	1/30/2023	89013	192.56			192.56	Generated From Billing
26-05180-005	MCCLUNG, ANDREW M	1/30/2023	89014	118.59			118.59	Generated From Billing
27-03749-000	BOLLMAN, STEVEN	1/30/2023	89015	123.15			123.15	Generated From Billing
31-05083-003	MCCOY, TIMOTHY	1/30/2023	89016	197.80			197.80	Generated From Billing
31-05099-000	MILLS, ISAAC	1/30/2023	89017	184.79			184.79	Generated From Billing
Total Refunds: 11			Total Refunded Amount:	1,624.76				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	1624.76
Revenue Total:	1624.76

General Ledger Distribution

Posting Date: 01/24/2023

	Account Number	Account Name	Posting Amount	IFT
Fund:	690 - ELECTRIC UTILITY FUND			
	690-10101	Cash & Investments	-1,624.76	Yes
	690-11530	Accts Receivable - Billing	1,624.76	
	690 Total:		0.00	
Fund:	999 - POOL CASH FUND			
	999-10101	Pooled Cash & Investments	-1,624.76	
	999-20700	Due To Other Funds	1,624.76	Yes
	999 Total:		0.00	
	Distribution Total:		0.00	



City of Thief River Falls, MN

Refund Check Register

Refund Check Detail

UBPKT01375 - REFUND CK

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
	VOID CHECK		89018	0.00				
03-00306-005	TRF RENTALS LLC	1/26/2023	89019	255.23			255.23	Deposit
Total Refunds: 2			Total Refunded Amount:	255.23				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	255.23
Revenue Total:	255.23

General Ledger Distribution

Posting Date: 01/30/2023

	Account Number	Account Name	Posting Amount	IFT
Fund:	690 - ELECTRIC UTILITY FUND			
	690-10101	Cash & Investments	-255.23	Yes
	690-11530	Accts Receivable - Billing	255.23	
	690 Total:		0.00	
Fund:	999 - POOL CASH FUND			
	999-10101	Pooled Cash & Investments	-255.23	
	999-20700	Due To Other Funds	255.23	Yes
	999 Total:		0.00	
	Distribution Total:		0.00	



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00485 - 01/13/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3577748	12/19/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		705.20
Vendor ARTISAN BEER COMPANY Total:							705.20
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQUOR	2203240	12/19/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		3,281.85
JOHNSON BROTHERS LIQUOR	2203241	12/19/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		4,969.25
JOHNSON BROTHERS LIQUOR	2203242	12/19/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		240.00
JOHNSON BROTHERS LIQUOR	2203243	12/19/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		4,208.39
JOHNSON BROTHERS LIQUOR	2203244	12/19/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		3,887.00
JOHNSON BROTHERS LIQUOR	2203245	12/19/2022	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		32.00
JOHNSON BROTHERS LIQUOR	2203246	12/19/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		840.00
Vendor JOHNSON BROTHERS LIQUOR Total:							17,458.49
Vendor: NORTHDAL OIL INC							
NORTHDAL OIL INC	DEC 2022	12/30/2022	100-4194-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		-2.75
NORTHDAL OIL INC	DEC 2022	12/30/2022	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		1,310.58
NORTHDAL OIL INC	DEC 2022	12/30/2022	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		56.08
NORTHDAL OIL INC	DEC 2022	12/30/2022	100-4220-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		125.94
NORTHDAL OIL INC	DEC 2022	12/30/2022	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		4,699.33
NORTHDAL OIL INC	DEC 2022	12/30/2022	100-4315-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		1,270.63
NORTHDAL OIL INC	DEC 2022	12/30/2022	100-4510-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		125.86
NORTHDAL OIL INC	DEC 2022	12/30/2022	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		215.80
Vendor NORTHDAL OIL INC Total:							7,801.47
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6516341	12/19/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		935.90
PHILLIPS WINE & SPIRITS	6516342	12/19/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		132.75
PHILLIPS WINE & SPIRITS	6516342	12/19/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		1,458.50
PHILLIPS WINE & SPIRITS	6516343	12/19/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		257.25
Vendor PHILLIPS WINE & SPIRITS Total:							2,784.40
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2295430	12/21/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		404.98
SOUTHERN GLAZERS OF MN	2295431	12/21/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		217.62
SOUTHERN GLAZERS OF MN	2295432	12/21/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		5,025.45
Vendor SOUTHERN GLAZERS OF MN Total:							5,648.05

Council Approval Register

Packet: APPKT00485 - 01/13/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: YVONNE PEDERSON							
YVONNE PEDERSON	FEB 2023	01/13/2023	810-4820-61500	Annuity Payments	POLICE PENSION - FEB 2023		1,061.46
						Vendor YVONNE PEDERSON Total:	1,061.46
						Grand Total:	35,459.07

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	7,585.67
610 - LIQUOR DISPENSARY	26,596.14
690 - ELECTRIC UTILITY FUND	215.80
810 - POLICE RELIEF ASSOCIATION	1,061.46
Grand Total:	35,459.07

Account Summary

Account Number	Account Name	Expense Amount
100-4194-62120	Gas-Oil-Lube	-2.75
100-4210-62120	Gas-Oil-Lube	1,366.66
100-4220-62120	Gas-Oil-Lube	125.94
100-4312-62120	Gas-Oil-Lube	4,699.33
100-4315-62120	Gas-Oil-Lube	1,270.63
100-4510-62120	Gas-Oil-Lube	125.86
610-4810-62510	Liquor for Resale	14,206.94
610-4810-62520	Beer for Resale	945.20
610-4810-62530	Wine for Resale	11,412.00
610-4810-62540	Soft Drinks/Mix for Resale	32.00
690-4840-62120	Gas-Oil-Lube	215.80
810-4820-61500	Annuity Payments	1,061.46
Grand Total:		35,459.07

Project Account Summary

Project Account Key	Expense Amount
None	35,459.07
Grand Total:	35,459.07



City of Thief River Falls, MN

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Packet: APPKT00491 - PYPKT00594 - 2023 01 12 #1 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIREM...	INV0000638	01/12/2023	100-4150-61340	MSRS HCSP	MSRS		1,561.61
MINNESOTA STATE RETIREM...	INV0000638	01/12/2023	100-4210-61340	MSRS HCSP	MSRS		1,496.00
MINNESOTA STATE RETIREM...	INV0000638	01/12/2023	100-4220-61340	MSRS HCSP	MSRS		489.11
MINNESOTA STATE RETIREM...	INV0000638	01/12/2023	100-4312-61340	MSRS HCSP	MSRS		802.42
MINNESOTA STATE RETIREM...	INV0000638	01/12/2023	100-4315-61340	MSRS HCSP	MSRS		336.71
MINNESOTA STATE RETIREM...	INV0000638	01/12/2023	690-4825-61340	MSRS HCSP	MSRS		104.13
MINNESOTA STATE RETIREM...	INV0000638	01/12/2023	820-4825-61340	MSRS HCSP	MSRS		32.70
Vendor MINNESOTA STATE RETIREMENT SYS Total:							4,822.68
Grand Total:							4,822.68

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	4,685.85
690 - ELECTRIC UTILITY FUND	104.13
820 - GREENWOOD CEMETERY FUND	32.70
Grand Total:	4,822.68

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61340	MSRS HCSP	1,561.61
100-4210-61340	MSRS HCSP	1,496.00
100-4220-61340	MSRS HCSP	489.11
100-4312-61340	MSRS HCSP	802.42
100-4315-61340	MSRS HCSP	336.71
690-4825-61340	MSRS HCSP	104.13
820-4825-61340	MSRS HCSP	32.70
Grand Total:		4,822.68

Project Account Summary

Project Account Key	Expense Amount
None	4,822.68
Grand Total:	4,822.68



City of Thief River Falls, MN

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Packet: APPKT00492 - PYPKT00594 - 2023 01 12 #1 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VSP INSURANCE CO							
VSP INSURANCE CO	INV0000639	01/12/2023	740-24000	Clearing Account	FLEX VISION		195.80
VSP INSURANCE CO	INV0000639	01/12/2023	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: APPKT00493 - PYPKT00594 - 2023 01 12 #1 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...	INV0000647	01/13/2023	740-4870-63650	Senior Gold BC/BS Monthly bi...	BCBS Senior Gold Jan 2023		3,288.00
Vendor BLUE CROSS BLUE SHIELD OF MN Total:							3,288.00
Vendor: FURTHER - H S A							
FURTHER - H S A	INV0000640	01/12/2023	740-24000	Clearing Account	HSA		284.75
Vendor FURTHER - H S A Total:							284.75
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0000646	01/12/2023	740-20150	Payroll Taxes Payable	FED W/H		22,289.12
INTERNAL REVENUE SERVICE	INV0000646	01/12/2023	740-20150	Payroll Taxes Payable	MEDICARE		6,629.84
INTERNAL REVENUE SERVICE	INV0000646	01/12/2023	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		19,650.56
Vendor INTERNAL REVENUE SERVICE Total:							48,569.52
Vendor: LAW ENFORCEMENT LABOR SERVICES							
LAW ENFORCEMENT LABOR ...	INV0000641	01/12/2023	740-24000	Clearing Account	LELS Dues		810.00
Vendor LAW ENFORCEMENT LABOR SERVICES Total:							810.00
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WITH...	INV0000645	01/12/2023	740-20160	State Withholding	State W/H Tax		10,604.02
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							10,604.02
Vendor: NCPERS GROUP LIFE INSURANCE							
NCPERS GROUP LIFE INSURA...	INV0000642	01/12/2023	740-24000	Clearing Account	PLIFE		384.00
Vendor NCPERS GROUP LIFE INSURANCE Total:							384.00
Vendor: P E R A OF MN							
P E R A OF MN	INV0000644	01/12/2023	740-20180	PERA Payable	PERA EE/ER COORD		23,350.44
P E R A OF MN	INV0000644	01/12/2023	740-20180	PERA Payable	PERA EE/ER P&F		21,822.38
Vendor P E R A OF MN Total:							45,172.82
Vendor: SUN LIFE FINANCIAL (LTD)							
SUN LIFE FINANCIAL (LTD)	INV0000643	01/12/2023	740-24000	Clearing Account	LTD Premium		318.32
Vendor SUN LIFE FINANCIAL (LTD) Total:							318.32
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0000637	01/12/2023	740-24000	Clearing Account	Contributions Employee		2,534.09
Vendor VANTAGEPOINT ICMA Total:							2,534.09
Grand Total:							111,965.52

Fund Summary

Fund	Expense Amount
740 - TRF HEALTH INSURANCE FUND	111,965.52
Grand Total:	111,965.52

Account Summary

Account Number	Account Name	Expense Amount
740-20150	Payroll Taxes Payable	48,569.52
740-20160	State Withholding	10,604.02
740-20180	PERA Payable	45,172.82
740-24000	Clearing Account	4,331.16
740-4870-63650	Senior Gold BC/BS Month...	3,288.00
Grand Total:		111,965.52

Project Account Summary

Project Account Key	Expense Amount
None	111,965.52
Grand Total:	111,965.52



City of Thief River Falls, MN

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Packet: APPKT00494 - 01/12/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: DEERE CREDIT INC							
DEERE CREDIT INC	01 12 23	01/12/2023	100-4312-63030	Contracts Expense	2023 LEASE PAYMENT - JOHN...		31,646.62
						Vendor DEERE CREDIT INC Total:	31,646.62
						Grand Total:	31,646.62

Fund Summary		
Fund		Expense Amount
100 - GENERAL FUND		31,646.62
Grand Total:		31,646.62

Account Summary		
Account Number	Account Name	Expense Amount
100-4312-63030	Contracts Expense	31,646.62
Grand Total:		31,646.62

Project Account Summary		Expense Amount
Project Account Key		
None		31,646.62
Grand Total:		31,646.62



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00495 - 01/12/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PENNINGTON CO MOTOR VEHICLE							
PENNINGTON CO MOTOR VE...	GB82465	01/12/2023	100-4210-65400	Machinery & Equipment	REG FEE - 2022 FORD EXPLOR...		25.00
Vendor PENNINGTON CO MOTOR VEHICLE Total:							25.00
Grand Total:							25.00

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	25.00
Grand Total:	25.00

Account Summary

Account Number	Account Name	Expense Amount
100-4210-65400	Machinery & Equipment	25.00
Grand Total:		25.00

Project Account Summary

Project Account Key	Expense Amount
None	25.00
Grand Total:	25.00



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Packet: APPKT00496 - 01/17/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: HARRIS COMPUTER SYSTEMS							
HARRIS COMPUTER SYSTEMS	XT00172299	12/31/2022	600-4680-65940	Work in Progress - Legal/Misc.	REIMBURSE - TRAVEL EXP / ...		1,966.45
Vendor HARRIS COMPUTER SYSTEMS Total:							1,966.45
Vendor: IHLE SPARBY AND HAASE PA							
IHLE SPARBY AND HAASE PA	03038	12/31/2022	100-4160-63040	Legal Fees	2020 PLANNING COMMISSIO...		2,219.60
IHLE SPARBY AND HAASE PA	03039	12/31/2022	100-4160-63040	Legal Fees	2021 PLANNING COMMISSIO...		2,183.80
IHLE SPARBY AND HAASE PA	03040	12/31/2022	100-4160-63040	Legal Fees	2022 PLANNING COMMISSIO...		2,470.20
Vendor IHLE SPARBY AND HAASE PA Total:							6,873.60
Vendor: JIM HIRT TRUCKING INC							
JIM HIRT TRUCKING INC	156241	11/30/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 2022		332.33
JIM HIRT TRUCKING INC	156242	12/05/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 2022		1,215.52
JIM HIRT TRUCKING INC	156316	12/12/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 2022		429.81
JIM HIRT TRUCKING INC	156322	12/12/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES		126.85
JIM HIRT TRUCKING INC	156330	12/12/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 2022		75.74
JIM HIRT TRUCKING INC	156337	12/13/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 2022		239.00
JIM HIRT TRUCKING INC	156403	12/19/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 2022		97.58
JIM HIRT TRUCKING INC	156410	12/19/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - DEC 2022		697.71
Vendor JIM HIRT TRUCKING INC Total:							3,214.54
Vendor: MINNESOTA ENERGY GROUP-00003							
MINNESOTA ENERGY GROUP...	4425308635	01/06/2023	100-4220-63890	Utilities Expense	GAS METER READING - DEC 2...		588.88
MINNESOTA ENERGY GROUP...	4425308635	01/06/2023	100-4550-63890	Utilities Expense	GAS METER READING - DEC 2...		996.42
MINNESOTA ENERGY GROUP...	4425308635	01/06/2023	100-4560-53412	Carnegie Library Rent	GAS METER READING - DEC 2...		905.15
MINNESOTA ENERGY GROUP...	4425308635	01/06/2023	100-4570-63890	Utilities Expense	GAS METER READING - DEC 2...		1,001.55
MINNESOTA ENERGY GROUP...	4425308635	01/06/2023	680-4830-63890	Utilities Expense	GAS METER READING - DEC 2...		21.57
Vendor MINNESOTA ENERGY GROUP-00003 Total:							3,513.57
Vendor: MINNESOTA ENERGY GROUP-00005							
MINNESOTA ENERGY GROUP...	4420643029	01/04/2023	690-4830-63890	Utilities Expense	GAS METER READING - DEC 2...		3,147.95
Vendor MINNESOTA ENERGY GROUP-00005 Total:							3,147.95
Vendor: O'REILLY AUTOMOTIVE INC							
O'REILLY AUTOMOTIVE INC	1519-324587	12/23/2022	100-4210-62990	Misc. Operating Expense	WIPER BLADES		42.71
Vendor O'REILLY AUTOMOTIVE INC Total:							42.71
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2292960	12/14/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		163.45
SOUTHERN GLAZERS OF MN	2294219	12/19/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		402.30

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Packet: APPKT00496 - 01/17/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SOUTHERN GLAZERS OF MN	2294219	12/19/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		3,048.00
Vendor SOUTHERN GLAZERS OF MN Total:							3,613.75
Vendor: TRACTOR SUPPLY CREDIT PLAN							
TRACTOR SUPPLY CREDIT PL...	200083096	12/01/2022	230-4840-63150	Canine Unit Expense	DOG FOOD		35.99
TRACTOR SUPPLY CREDIT PL...	200083096	12/01/2022	230-4840-63150	Canine Unit Expense	DOG WASH / CHAIN		18.98
Vendor TRACTOR SUPPLY CREDIT PLAN Total:							54.97
Vendor: TYLER TECHNOLOGIES INC							
TYLER TECHNOLOGIES INC	025-389875	07/31/2022	500-4680-65900	Work in Process-Construction	ENERGOV IMPLEMENTATION...		5,135.00
Vendor TYLER TECHNOLOGIES INC Total:							5,135.00
Vendor: VERIZON WIRELESS #486397938							
VERIZON WIRELESS #486397...	9924245642	01/01/2023	100-4210-63210	Communication Expense	MONTHLY ACCESS CHARGES -...		185.05
Vendor VERIZON WIRELESS #486397938 Total:							185.05
Vendor: VINOCOPIA INC							
VINOCOPIA INC	0320975-IN	12/29/2022	610-4810-62530	Wine for Resale	WINE PURCHASE		704.00
VINOCOPIA INC	0320975-IN	12/29/2022	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES		12.00
Vendor VINOCOPIA INC Total:							716.00
Grand Total:							28,463.59

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	10,593.36
230 - TRF AREA K-9 FUND	54.97
500 - 2019 SOFTWARE PROJECT	5,135.00
600 - 2020 SOFTWARE PROJECT	1,966.45
610 - LIQUOR DISPENSARY	7,544.29
680 - WASTEWATER UTILITY FUND	21.57
690 - ELECTRIC UTILITY FUND	3,147.95
Grand Total:	28,463.59

Account Summary

Account Number	Account Name	Expense Amount
100-4160-63040	Legal Fees	6,873.60
100-4210-62990	Misc. Operating Expense	42.71
100-4210-63210	Communication Expense	185.05
100-4220-63890	Utilities Expense	588.88
100-4550-63890	Utilities Expense	996.42
100-4560-53412	Carnegie Library Rent	905.15
100-4570-63890	Utilities Expense	1,001.55
230-4840-63150	Canine Unit Expense	54.97
500-4680-65900	Work in Process-Construct..	5,135.00
600-4680-65940	Work in Progress - Legal/...	1,966.45
610-4810-62510	Liquor for Resale	565.75
610-4810-62530	Wine for Resale	3,752.00
610-4810-62610	Freight In (Liquor)	3,226.54
680-4830-63890	Utilities Expense	21.57
690-4830-63890	Utilities Expense	3,147.95
Grand Total:		28,463.59

Project Account Summary

Project Account Key	Expense Amount
None	28,463.59
Grand Total:	28,463.59



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00498 - 01/19/20 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AAZZZEES AUTO SALVAGE							
AAZZEES AUTO SALVAGE	170468	01/19/2023	680-4850-62210	Equipment Maint & Repair	2008 FORD F150 PICKUP REP...		690.00
Vendor AAZZZEES AUTO SALVAGE Total:							690.00
Grand Total:							690.00

Fund Summary

Fund	Expense Amount
680 - WASTEWATER UTILITY FUND	690.00
Grand Total:	690.00

Account Summary

Account Number	Account Name	Expense Amount
680-4850-62210	Equipment Maint & Repair	690.00
Grand Total:		690.00

Project Account Summary

Project Account Key	Expense Amount
None	690.00
Grand Total:	690.00



City of Thief River Falls, MN

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Packet: APPKT00499 - 01/19/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BAYCOM INC							
BAYCOM INC	EQUIPINV041609	01/11/2023	100-4210-62990	Misc. Operating Expense	BWC STUD PLATE (6)		78.00
						Vendor BAYCOM INC Total:	78.00
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC I...	1ST HALF JAN	01/19/2023	740-20300	Flex Payroll Deductions	FLEX PAYOUT - 1ST HALF JAN...		999.84
						Vendor BRADY MARTZ & ASSOC PC INC Total:	999.84
Vendor: BRODIN SHEET METAL INC							
BRODIN SHEET METAL INC	64732	12/27/2022	100-4312-62230	Building Maint & Repair	FABRICATE & INSTALL WELDI...		4,144.00
BRODIN SHEET METAL INC	64732	12/27/2022	100-4315-62230	Building Maint & Repair	FABRICATE & INSTALL WELDI...		4,144.00
						Vendor BRODIN SHEET METAL INC Total:	8,288.00
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	1561333	01/05/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		270.00
C & L DISTRIBUTING	1561333	01/05/2023	610-4810-62510	Liquor for Resale	BEER PURCHASE		135.60
C & L DISTRIBUTING	1561333	01/05/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIXPURCHASE		14.00
C & L DISTRIBUTING	2074000194	12/08/2022	610-4810-62520	Beer for Resale	BEER CREDIT		-10.83
						Vendor C & L DISTRIBUTING Total:	408.77
Vendor: ELECTRONICS PLUS OF T R F INC							
ELECTRONICS PLUS OF T R F I...	JAN 2023-50	12/31/2022	100-4194-63030	Contracts Expense	2023 PANIC BUTTON SECURI...		264.00
						Vendor ELECTRONICS PLUS OF T R F INC Total:	264.00
Vendor: FLAHERTY AND HOOD PA							
FLAHERTY AND HOOD PA	18791	01/10/2023	560-4680-65940	Work in Progress - Legal/Misc.	LITIGATION SERVICES - WW ...		6,447.50
						Vendor FLAHERTY AND HOOD PA Total:	6,447.50
Vendor: HUBERTS OUTDOOR POWER							
HUBERTS OUTDOOR POWER	1056	08/02/2022	690-4840-62400	Small Tools and Minor Equip	POLE SAW PRUNER		531.15
HUBERTS OUTDOOR POWER	1387	12/16/2022	690-4840-62400	Small Tools and Minor Equip	TORO 30" SNOWBLOWER		2,024.77
HUBERTS OUTDOOR POWER	67131	12/08/2022	680-4850-62210	Equipment Maint & Repair	WW PUMP REPAIR		6.36
HUBERTS OUTDOOR POWER	67963	12/27/2022	100-4220-62210	Equipment Maint & Repair	FUEL VALVE - '97 GENERATOR		16.95
						Vendor HUBERTS OUTDOOR POWER Total:	2,579.23
Vendor: JOHN DEERE FINANCIAL							
JOHN DEERE FINANCIAL	10337557	01/10/2023	690-4850-62350	Power Plant/Dam Maint	PRIMER PUMP - SNOWBLO...		18.73
						Vendor JOHN DEERE FINANCIAL Total:	18.73
Vendor: MARCO TECHNOLOGIES LLC							
MARCO TECHNOLOGIES LLC	491638227	01/01/2023	100-4150-63030	Contracts Expense	COPIER CONTRACT - JAN 2023		509.69
MARCO TECHNOLOGIES LLC	491638227	01/01/2023	100-4650-63030	Contracts Expense	COPIER CONTRACT - JAN 2023		371.03
						Vendor MARCO TECHNOLOGIES LLC Total:	880.72

Council Approval Register

Packet: APPKT00499 - 01/19/23 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	695804	12/30/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		288.00
MC KINNON COMPANY INC	696120	12/30/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		6,607.70
Vendor MC KINNON COMPANY INC Total:							6,895.70
Vendor: MINNESOTA ENERGY GROUP-00007							
MINNESOTA ENERGY GROUP...	4427370852	01/10/2023	100-4194-63890	Utilities Expense	GAS METER READING - DEC 2...		140.27
Vendor MINNESOTA ENERGY GROUP-00007 Total:							140.27
Vendor: MN DPT OF LABOR & INDUSTRY							
MN DPT OF LABOR & INDUST...	ALR0142873X	12/31/2022	100-4194-64370	Taxes and Licenses	2023 ELEVATOR OPERATORS ...		100.00
Vendor MN DPT OF LABOR & INDUSTRY Total:							100.00
Vendor: MN DPT OF LABOR & INDUSTRY							
MN DPT OF LABOR & INDUST...	4TH QTR 2022	12/30/2022	100-4240-64390	Building Permit Surcharge	4TH QTR 2022 BUILDING PE...		1,068.74
Vendor MN DPT OF LABOR & INDUSTRY Total:							1,068.74
Vendor: NORTHLAND SECURITIES INC							
NORTHLAND SECURITIES INC	7368	01/11/2023	100-4150-63110	Consulting Fees	2022 CD REPORTING		435.00
Vendor NORTHLAND SECURITIES INC Total:							435.00
Vendor: PRODUCTIVITY PLUS ACCOUNT							
PRODUCTIVITY PLUS ACCOU...	17922199 GP	12/28/2022	100-4312-62210	Equipment Maint & Repair	HEADLAMP #5511		207.34
Vendor PRODUCTIVITY PLUS ACCOUNT Total:							207.34
Vendor: THYGESON CONSTRUCTION							
THYGESON CONSTRUCTION	010922	01/09/2023	100-4312-63030	Contracts Expense	PHONE LINES - JAN/FEB 2023		1,750.00
Vendor THYGESON CONSTRUCTION Total:							1,750.00
Vendor: TRENT EDWARD COLLINS							
TRENT EDWARD COLLINS	287611	12/11/2022	100-4240-63030	Contracts Expense	SIDEWALK SNOW REMOVAL		50.00
Vendor TRENT EDWARD COLLINS Total:							50.00
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	288	12/30/2022	100-4315-63030	Contracts Expense	GARBAGE TIPPING FEES - DEC...		20,383.95
Vendor WASTE MASTERS LLC Total:							20,383.95
Grand Total:							50,995.79

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	33,662.97
560 - WASTE WATER FORCE MAIN	6,447.50
610 - LIQUOR DISPENSARY	7,304.47
680 - WASTEWATER UTILITY FUND	6.36
690 - ELECTRIC UTILITY FUND	2,574.65
740 - TRF HEALTH INSURANCE FUND	999.84
Grand Total:	50,995.79

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63030	Contracts Expense	509.69
100-4150-63110	Consulting Fees	435.00
100-4194-63030	Contracts Expense	264.00
100-4194-63890	Utilities Expense	140.27
100-4194-64370	Taxes and Licenses	100.00
100-4210-62990	Misc. Operating Expense	78.00
100-4220-62210	Equipment Maint & Repair	16.95
100-4240-63030	Contracts Expense	50.00
100-4240-64390	Building Permit Surcharge	1,068.74
100-4312-62210	Equipment Maint & Repair	207.34
100-4312-62230	Building Maint & Repair	4,144.00
100-4312-63030	Contracts Expense	1,750.00
100-4315-62230	Building Maint & Repair	4,144.00
100-4315-63030	Contracts Expense	20,383.95
100-4650-63030	Contracts Expense	371.03
560-4680-65940	Work in Progress - Legal/...	6,447.50
610-4810-62510	Liquor for Resale	405.60
610-4810-62520	Beer for Resale	6,884.87
610-4810-62540	Soft Drinks/Mix for Resale	14.00
680-4850-62210	Equipment Maint & Repair	6.36
690-4840-62400	Small Tools and Minor Equ..	2,555.92
690-4850-62350	Power Plant/Dam Maint	18.73
740-20300	Flex Payroll Deductions	999.84
Grand Total:		50,995.79

Project Account Summary

Project Account Key	Expense Amount
None	50,995.79
Grand Total:	50,995.79



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00502 - 01/20/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BANKCARD ELECTRONIC PYMTS INC							
BANKCARD ELECTRONIC PYM...	DEC 2022	12/30/2022	610-4890-63060	Credit Card Fees	CREDIT CARD FEES - DEC 2022		10,335.65
Vendor BANKCARD ELECTRONIC PYMTS INC Total:							10,335.65
Vendor: FALLS TOWING LLC							
FALLS TOWING LLC	13111	12/30/2022	100-4210-62990	Misc. Operating Expense	TOWING CHARGES		100.00
FALLS TOWING LLC	18575	12/30/2022	100-4210-62990	Misc. Operating Expense	TOWING CHARGES		100.00
Vendor FALLS TOWING LLC Total:							200.00
Vendor: HERITAGE COMMUNITY CENTER							
HERITAGE COMMUNITY CEN...	1ST QTR 2023	01/20/2023	100-4670-64500	Senior Citizen Programs	1ST QTR MANAGERS SALARY		8,010.59
HERITAGE COMMUNITY CEN...	2022 BAL	12/30/2022	100-4670-64500	Senior Citizen Programs	BALANCE - 2022 ALLOCATION		141.82
Vendor HERITAGE COMMUNITY CENTER Total:							8,152.41
Vendor: JARED NIXON							
JARED NIXON	835	01/18/2023	100-4210-63320	Training Expense	WARRANTS & AFFIDAVIT WR...		180.00
Vendor JARED NIXON Total:							180.00
Vendor: NORTHERN MUNICIPAL POWER AGENCY							
NORTHERN MUNICIPAL POW...	DEC 2022	12/30/2022	690-4810-68400	Purchased Power	DE & ENERGY - DEC 2022		1,030,661.52
Vendor NORTHERN MUNICIPAL POWER AGENCY Total:							1,030,661.52
Vendor: VERIZON WIRELESS #742042583							
VERIZON WIRELESS #742042...	9924287884	01/01/2023	100-4210-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	100-4240-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	100-4650-63210	Communication Expense	IPAD CHARGES - JAN 2023		30.41
VERIZON WIRELESS #742042...	9924287884	01/01/2023	100-4650-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	620-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		35.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	620-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		37.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	620-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	680-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		35.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	690-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	690-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		35.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	690-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	690-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	690-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	690-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		35.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	690-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	690-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		35.01
VERIZON WIRELESS #742042...	9924287884	01/01/2023	690-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01

Council Approval Register

Packet: APPKT00502 - 01/20/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
VERIZON WIRELESS #742042...	9924287884	01/01/2023	690-4830-63210	Communication Expense	IPAD CHARGES - JAN 2023		40.01
						Vendor VERIZON WIRELESS #742042583 Total:	642.57
						Grand Total:	1,050,172.15

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	8,682.85
610 - LIQUOR DISPENSARY	10,335.65
620 - WATER UTILITY FUND	112.03
680 - WASTEWATER UTILITY FUND	35.01
690 - ELECTRIC UTILITY FUND	1,031,006.61
Grand Total:	1,050,172.15

Account Summary

Account Number	Account Name	Expense Amount
100-4210-62990	Misc. Operating Expense	200.00
100-4210-63210	Communication Expense	40.01
100-4210-63320	Training Expense	180.00
100-4240-63210	Communication Expense	40.01
100-4650-63210	Communication Expense	70.42
100-4670-64500	Senior Citizen Programs	8,152.41
610-4890-63060	Credit Card Fees	10,335.65
620-4830-63210	Communication Expense	112.03
680-4830-63210	Communication Expense	35.01
690-4810-68400	Purchased Power	1,030,661.52
690-4830-63210	Communication Expense	345.09
Grand Total:		1,050,172.15

Project Account Summary

Project Account Key	Expense Amount
None	1,050,172.15
Grand Total:	1,050,172.15



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00503 - 1/25/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VENUWORKS OF THIEF RIVER FALLS							
VENUWORKS OF THIEF RIVER...	510	01/18/2023	630-4930-67200	Operating Transfers	1ST QTR 2023 OPERATING F...		128,963.50
Vendor VENUWORKS OF THIEF RIVER FALLS Total:							128,963.50
Grand Total:							128,963.50

Fund Summary		
Fund		Expense Amount
630 - ARENAS - VENUWORKS		128,963.50
Grand Total:		128,963.50

Account Summary		
Account Number	Account Name	Expense Amount
630-4930-67200	Operating Transfers	128,963.50
Grand Total:		128,963.50

Project Account Summary		Expense Amount
Project Account Key		
None		128,963.50
Grand Total:		128,963.50



City of Thief River Falls, MN

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Packet: APPKT00504 - PYPKT00843 - 2023 01 26 #2 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIREM...	INV0000649	01/26/2023	740-24000	Clearing Account	MSRS		16,476.66
Vendor MINNESOTA STATE RETIREMENT SYS Total:							16,476.66
Grand Total:							16,476.66

Fund Summary		
Fund		Expense Amount
740 - TRF HEALTH INSURANCE FUND		16,476.66
	Grand Total:	16,476.66

Account Summary		
Account Number	Account Name	Expense Amount
740-24000	Clearing Account	16,476.66
	Grand Total:	16,476.66

Project Account Summary		Expense Amount
Project Account Key		
None		16,476.66
	Grand Total:	16,476.66



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00507 - 01/30/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: U S POSTMASTER							
U S POSTMASTER	FEB 2023	01/30/2023	100-4315-62010	Office Supplies	POSTAGE - FEB 2023 UTILITY ...		297.05
U S POSTMASTER	FEB 2023	01/30/2023	620-4840-62010	Office Supplies	POSTAGE - FEB 2023 UTILITY ...		693.12
U S POSTMASTER	FEB 2023	01/30/2023	680-4840-62010	Office Supplies	POSTAGE - FEB 2023 UTILITY ...		198.03
U S POSTMASTER	FEB 2023	01/30/2023	690-4840-62010	Office Supplies	POSTAGE - FEB 2023 UTILITY ...		792.14
Vendor U S POSTMASTER Total:							1,980.34
Grand Total:							1,980.34

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	297.05
620 - WATER UTILITY FUND	693.12
680 - WASTEWATER UTILITY FUND	198.03
690 - ELECTRIC UTILITY FUND	792.14
Grand Total:	1,980.34

Account Summary

Account Number	Account Name	Expense Amount
100-4315-62010	Office Supplies	297.05
620-4840-62010	Office Supplies	693.12
680-4840-62010	Office Supplies	198.03
690-4840-62010	Office Supplies	792.14
Grand Total:		1,980.34

Project Account Summary

Project Account Key	Expense Amount
None	1,980.34
Grand Total:	1,980.34



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00508 - 01/30/23 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	647521-2	12/30/2022	610-4810-62520	Beer for Resale	BEER PURCHASE - CREDIT TA...		556.80
MC KINNON COMPANY INC	650974	12/30/2022	610-4810-62520	Beer for Resale	BEER CREDIT		-75.20
MC KINNON COMPANY INC	686364	11/01/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		1,140.00
MC KINNON COMPANY INC	688766	11/15/2022	610-4810-62520	Beer for Resale	BEER PURCHASE		300.80
MC KINNON COMPANY INC	695000033	12/30/2022	610-4810-62520	Beer for Resale	BEER CREDIT		-30.00
MC KINNON COMPANY INC	696338	01/03/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		10,844.25
MC KINNON COMPANY INC	696338	01/03/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		62.40
MC KINNON COMPANY INC	696338	01/03/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		129.63
MC KINNON COMPANY INC	696357	01/03/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		162.50
MC KINNON COMPANY INC	697085	01/06/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		3,321.80
MC KINNON COMPANY INC	697361	01/10/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		372.05
MC KINNON COMPANY INC	697361	01/10/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		10,488.13
MC KINNON COMPANY INC	698349	01/13/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		212.60
MC KINNON COMPANY INC	698349	01/13/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		4,843.20
MC KINNON COMPANY INC	698349	01/13/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		691.61
MC KINNON COMPANY INC	698522	01/17/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		-8.86
MC KINNON COMPANY INC	698522	01/17/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		4,827.55
MC KINNON COMPANY INC	698655	01/17/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		60.00
MC KINNON COMPANY INC	699380	01/20/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,392.90
MC KINNON COMPANY INC	699380	01/20/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		4,564.90
MC KINNON COMPANY INC	875000169	01/03/2023	610-4810-62520	Beer for Resale	BEER CREDIT		-88.55
Vendor MC KINNON COMPANY INC Total:							43,768.51
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	142713	01/02/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		12,004.75
NORTHWEST BEVERAGE INC	142793	01/06/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		2,423.60
NORTHWEST BEVERAGE INC	142817	01/09/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		3,813.30
NORTHWEST BEVERAGE INC	142880	01/13/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		1,862.40
NORTHWEST BEVERAGE INC	142906	01/16/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		21,281.65
NORTHWEST BEVERAGE INC	142991	01/20/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		7,532.70
Vendor NORTHWEST BEVERAGE INC Total:							48,918.40
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6523205	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		17,453.30
Vendor PHILLIPS WINE & SPIRITS Total:							17,453.30
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2301920	01/10/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,440.00
SOUTHERN GLAZERS OF MN	2301921	01/10/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		5,956.88

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Packet: APPKT00508 - 01/30/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SOUTHERN GLAZERS OF MN	2301921	01/10/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		312.00
SOUTHERN GLAZERS OF MN	2301922	01/10/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		1,400.00
SOUTHERN GLAZERS OF MN	5093246	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		7,085.90
SOUTHERN GLAZERS OF MN	5093247	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		8,149.92
SOUTHERN GLAZERS OF MN	5093248	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		3,177.00
SOUTHERN GLAZERS OF MN	5093249	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		2,483.04
Vendor SOUTHERN GLAZERS OF MN Total:							<u>30,004.74</u>
Grand Total:							<u><u>140,144.95</u></u>

Fund Summary

Fund	Expense Amount
610 - LIQUOR DISPENSARY	140,144.95
Grand Total:	140,144.95

Account Summary

Account Number	Account Name	Expense Amount
610-4810-62510	Liquor for Resale	47,714.73
610-4810-62520	Beer for Resale	89,834.58
610-4810-62530	Wine for Resale	2,466.01
610-4810-62540	Soft Drinks/Mix for Resale	129.63
Grand Total:		140,144.95

Project Account Summary

Project Account Key	Expense Amount
None	140,144.95
Grand Total:	140,144.95



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00509 - 01/31/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BELLBOY BAR							
BELLBOY BAR	0106283100	01/10/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		276.00
BELLBOY BAR	0106283100	01/10/2023	610-4810-62590	Misc. Mdse for Resale	MISC PURCHASE		70.80
						Vendor BELLBOY BAR Total:	346.80
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0098036100	01/10/2023	610-4810-62610	Freight In (Liquor)	LIQUOR PURCHASE		4,026.14
						Vendor BELLBOY CORP - LIQUOR Total:	4,026.14
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	347308310	01/10/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		8,015.06
BREAKTHRU BEVERAGE	347308310	01/10/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		104.00
BREAKTHRU BEVERAGE	347308310	01/10/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		579.24
						Vendor BREAKTHRU BEVERAGE Total:	8,698.30
Vendor: CINCINNATI INSURANCE CO							
CINCINNATI INSURANCE CO	0641518	01/31/2023	100-4670-63610	Insurance Expense	2023 MACHINERY & EQUIPM...		37,706.33
CINCINNATI INSURANCE CO	0641518	01/31/2023	610-4870-63610	Insurance Expense	2023 MACHINERY & EQUIPM...		2,319.36
CINCINNATI INSURANCE CO	0641518	01/31/2023	620-4870-63610	Insurance Expense	2023 MACHINERY & EQUIPM...		2,706.10
CINCINNATI INSURANCE CO	0641518	01/31/2023	680-4870-63610	Insurance Expense	2023 MACHINERY & EQUIPM...		2,706.10
CINCINNATI INSURANCE CO	0641518	01/31/2023	690-4870-63610	Insurance Expense	2023 MACHINERY & EQUIPM...		21,652.11
						Vendor CINCINNATI INSURANCE CO Total:	67,090.00
Vendor: CITY OF T R F - POLICE DPT PETTY CASH							
CITY OF T R F - POLICE DPT PE...	01 31 23	01/31/2023	100-4210-62010	Office Supplies	REIMBURSE PETTY CASH FU...		65.90
CITY OF T R F - POLICE DPT PE...	01 31 23	01/31/2023	100-4210-62990	Misc. Operating Expense	REIMBURSE PETTY CASH FU...		3.20
CITY OF T R F - POLICE DPT PE...	01 31 23	01/31/2023	100-4210-62990	Misc. Operating Expense	REIMBURSE PETTY CASH FU...		14.81
						Vendor CITY OF T R F - POLICE DPT PETTY CASH Total:	83.91
Vendor: COALITION OF GREATER MN CITIES							
COALITION OF GREATER MN ...	2023 GEN DUES	01/03/2023	100-4110-64330	Dues and Subscriptions	2023 CGMC GENERAL ASSES...		14,886.00
COALITION OF GREATER MN ...	2023 VOL ASMT	01/03/2023	680-4890-64330	Dues and Subscriptions	2023 VOLUNTARY ASSESSME...		2,187.00
						Vendor COALITION OF GREATER MN CITIES Total:	17,073.00
Vendor: DBS BACKHOE & EXCAVATION SERVI							
DBS BACKHOE & EXCAVATION..	DEC JAN	01/31/2023	820-4890-63030	Contracts Expense	OPEN/CLOSE FEE - THOMPS...		1,200.00
DBS BACKHOE & EXCAVATION..	DEC JAN	01/31/2023	820-4890-63030	Contracts Expense	OPEN/CLOSE FEE - MATHIEU		1,200.00
						Vendor DBS BACKHOE & EXCAVATION SERVI Total:	2,400.00
Vendor: FLEETPRIDE							
FLEETPRIDE	104741761	01/04/2023	100-4312-62210	Equipment Maint & Repair	CLUTH FORK		61.92
						Vendor FLEETPRIDE Total:	61.92

Council Approval Register

Packet: APPKT00509 - 01/31/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: FORUM COMMUNICATIONS COMPANY							
FORUM COMMUNICATIONS ...	MP1977921222	12/31/2022	690-4890-63590	Printing & Publications	ADVERTISING - ELEC SUPER		2,034.50
Vendor FORUM COMMUNICATIONS COMPANY Total:							2,034.50
Vendor: IHEARTMEDIA							
IHEARTMEDIA	8819456563	11/30/2022	610-4880-63490	Advertising	RADIO ADVERTISING - NOV 2...		772.79
IHEARTMEDIA	8819562780	01/31/2023	610-4880-63490	Advertising	RADIO ADVERTISING - DEC 2...		828.86
Vendor IHEARTMEDIA Total:							1,601.65
Vendor: LEIGHTON BROADCASTING							
LEIGHTON BROADCASTING	208689-1	12/31/2022	610-4880-63490	Advertising	RADIO ADVERTISING - DEC 2...		1,050.00
LEIGHTON BROADCASTING	208690-1	12/31/2022	610-4880-63490	Advertising	RADIO ADVERTISING - DEC 2...		840.00
Vendor LEIGHTON BROADCASTING Total:							1,890.00
Vendor: LINCOLN HIGH SCHOOL CHAMBER ORCHESTRA							
LINCOLN HIGH SCHOOL CHA...	2023 APPREC	01/31/2023	100-4670-62990	Misc. Operating Expense	ENTERTAINMENT - 2023 EMP...		250.00
Vendor LINCOLN HIGH SCHOOL CHAMBER ORCHESTRA Total:							250.00
Vendor: LISA'S RENTALS							
LISA'S RENTALS	011223	01/12/2023	100-4670-62990	Misc. Operating Expense	DECOR RENTAL - 2023 EMPL...		105.00
Vendor LISA'S RENTALS Total:							105.00
Vendor: MN DPT OF REVENUE - SALES/USE TAX							
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	100-20220	Sales Tax Payable	SALES TAX		10,707.97
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	100-4315-62210	Equipment Maint & Repair	SALES / USE TAX DEC 2022		46.92
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	100-4315-62240	Department Maint & Repair	SALES / USE TAX - DEC 2022		18.19
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	100-4315-62400	Small Tools and Minor Equip	SALES / USE TAX - DEC 2022		577.50
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	100-4315-62880	Personal Protective Equipme...	SALES / USE TAX - DEC 2022		9.46
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	610-4840-62140	Off Sale Supplies	SALES / USE TAX - DEC 2022		52.79
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	620-20220	Sales Tax Payable	SALES TAX		2,673.67
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	690-14100	Inventory - Materials	SALES / USE TAX - DEC 2022		5,942.84
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	690-20220	Sales Tax Payable	SALES TAX		59,548.38
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	690-4840-62010	Office Supplies	SALES / USE TAX - DEC 2022		7.65
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	690-4840-62020	Computer Supplies	SALES / USE TAX - DEC 2022		4.59
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	690-4840-62880	Personal Protective Equipme...	SALES / USE TAX - DEC 2022		13.00
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	690-4840-62990	Misc. Operating Expense	SALES / USE TAX - DEC 2022		19.10
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	690-4850-62210	Equipment Maint & Repair	SALES / USE TAX - DEC 2022		0.78
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	690-4850-62350	Power Plant/Dam Maint	SALES / USE TAX - DEC 2022		33.03
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	690-4850-62360	Distribution Maint	SALES / USE TAX - DEC 2022		15.54
MN DPT OF REVENUE - SALES...	DEC 2022	01/23/2023	690-4890-63030	Contracts Expense	SALES / USE TAX - DEC 2022		14.59
MN DPT OF REVENUE - SALES...	LQR DEC 2022	12/31/2022	610-20220	Sales Tax Payable	SALES TAX DEC 2022		51,256.00
Vendor MN DPT OF REVENUE - SALES/USE TAX Total:							130,942.00
Vendor: NW CHAPTER OF MN BLDG OFCLS							
NW CHAPTER OF MN BLDG O...	2023 MBRSH	01/31/2023	100-4240-64330	Dues and Subscriptions	BUILDING OFFICIAL MEMBER...		50.00
Vendor NW CHAPTER OF MN BLDG OFCLS Total:							50.00

Council Approval Register

Packet: APPKT00509 - 01/31/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PAUSTIS WINE COMPANY							
PAUSTIS WINE COMPANY	190369	01/11/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		420.00
PAUSTIS WINE COMPANY	190369	01/11/2023	610-4810-62610	Freight In (Liquor)	FREIGHT		3.50
PAUSTIS WINE COMPANY	190515	01/12/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		420.00
PAUSTIS WINE COMPANY	190515	01/12/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES		3.50
PAUSTIS WINE COMPANY	190812	01/17/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		1,747.00
PAUSTIS WINE COMPANY	190812	01/17/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES		34.00
Vendor PAUSTIS WINE COMPANY Total:							2,628.00
Vendor: T D S METROCOM - MN							
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	100-4150-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		50.91
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	100-4194-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		50.91
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	100-4210-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		65.00
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	100-4220-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		50.91
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	100-4510-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		54.91
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	100-4670-64500	Senior Citizen Programs	PHONE SERVICE - JAN/FEB 20...		50.95
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	100-4670-64500	Senior Citizen Programs	PHONE SERVICE - JAN/FEB 20...		54.91
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	610-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		50.91
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	610-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		50.91
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	610-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		50.91
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	620-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		65.00
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	620-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		65.00
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	630-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		55.41
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	630-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		53.36
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	680-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		770.50
T D S METROCOM - MN	JAN/FEB 2023	01/13/2023	690-4830-63210	Communication Expense	PHONE SERVICE - JAN/FEB 20...		65.00
Vendor T D S METROCOM - MN Total:							1,605.50
Vendor: T R F RADIO							
T R F RADIO	32934-1	12/30/2022	610-4880-63490	Advertising	RADIO ADVERTISING - DEC 2...		550.00
T R F RADIO	33005-1	12/24/2022	610-4880-63490	Advertising	RADIO ADVERTISING - DEC 2...		880.00
T R F RADIO	33005-2	12/24/2022	610-4880-63490	Advertising	RADIO ADVERTISING - DEC 2...		660.00
T R F RADIO	33005-3	12/24/2022	610-4880-63490	Advertising	RADIO ADVERTISING - DEC 2...		690.00
Vendor T R F RADIO Total:							2,780.00
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	137-DEC 22	12/31/2022	610-4810-62590	Misc. Mdse for Resale	NEWSPAPERS		71.20
THIEF RIVER FALLS TIMES	137-DEC 22	12/31/2022	610-4880-63490	Advertising	ADVERTISING - CHRISTMAS		103.50
Vendor THIEF RIVER FALLS TIMES Total:							174.70
Grand Total:							243,841.42

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	64,881.70
610 - LIQUOR DISPENSARY	75,926.47
620 - WATER UTILITY FUND	5,509.77
630 - ARENAS - VENUWORKS	108.77
680 - WASTEWATER UTILITY FUND	5,663.60
690 - ELECTRIC UTILITY FUND	89,351.11
820 - GREENWOOD CEMETERY FUND	2,400.00
Grand Total:	243,841.42

Account Summary

Account Number	Account Name	Expense Amount
100-20220	Sales Tax Payable	10,707.97
100-4110-64330	Dues and Subscriptions	14,886.00
100-4150-63210	Communication Expense	50.91
100-4194-63210	Communication Expense	50.91
100-4210-62010	Office Supplies	65.90
100-4210-62990	Misc. Operating Expense	18.01
100-4210-63210	Communication Expense	65.00
100-4220-63210	Communication Expense	50.91
100-4240-64330	Dues and Subscriptions	50.00
100-4312-62210	Equipment Maint & Repair	61.92
100-4315-62210	Equipment Maint & Repair	46.92
100-4315-62240	Department Maint & Repa..	18.19
100-4315-62400	Small Tools and Minor Equ..	577.50
100-4315-62880	Personal Protective Equi...	9.46
100-4510-63210	Communication Expense	54.91
100-4670-62990	Misc. Operating Expense	355.00
100-4670-63610	Insurance Expense	37,706.33
100-4670-64500	Senior Citizen Programs	105.86
610-20220	Sales Tax Payable	51,256.00
610-4810-62510	Liquor for Resale	8,015.06
610-4810-62530	Wine for Resale	2,691.00
610-4810-62540	Soft Drinks/Mix for Resale	855.24
610-4810-62590	Misc. Mdse for Resale	142.00
610-4810-62610	Freight In (Liquor)	4,067.14
610-4830-63210	Communication Expense	152.73
610-4840-62140	Off Sale Supplies	52.79
610-4870-63610	Insurance Expense	2,319.36
610-4880-63490	Advertising	6,375.15
620-20220	Sales Tax Payable	2,673.67
620-4830-63210	Communication Expense	130.00
620-4870-63610	Insurance Expense	2,706.10

Account Summary

Account Number	Account Name	Expense Amount
630-4830-63210	Communication Expense	108.77
680-4830-63210	Communication Expense	770.50
680-4870-63610	Insurance Expense	2,706.10
680-4890-64330	Dues and Subscriptions	2,187.00
690-14100	Inventory - Materials	5,942.84
690-20220	Sales Tax Payable	59,548.38
690-4830-63210	Communication Expense	65.00
690-4840-62010	Office Supplies	7.65
690-4840-62020	Computer Supplies	4.59
690-4840-62880	Personal Protective Equi...	13.00
690-4840-62990	Misc. Operating Expense	19.10
690-4850-62210	Equipment Maint & Repair	0.78
690-4850-62350	Power Plant/Dam Maint	33.03
690-4850-62360	Distribution Maint	15.54
690-4870-63610	Insurance Expense	21,652.11
690-4890-63030	Contracts Expense	14.59
690-4890-63590	Printing & Publications	2,034.50
820-4890-63030	Contracts Expense	2,400.00
Grand Total:		243,841.42

Project Account Summary

Project Account Key	Expense Amount
None	243,841.42
Grand Total:	243,841.42



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00510 - 02/07/23 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC							
ADVANCED ENGINEERING A...	84958	01/10/2023	680-4840-62420	Computer Equipment	PROF SRVCS - SCADA SECURI...		66.00
Vendor ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC Total:							66.00
Vendor: AMARIL UNIFORM COMPANY							
AMARIL UNIFORM COMPANY	IV239788	01/18/2023	690-4840-62880	Personal Protective Equipme...	FR PPE - I LUND		214.58
AMARIL UNIFORM COMPANY	IV239788	01/18/2023	690-4840-62880	Personal Protective Equipme...	FR PPE - M STENNES		204.38
Vendor AMARIL UNIFORM COMPANY Total:							418.96
Vendor: AQUA PURE INC							
AQUA PURE INC	TRFMN2301	01/12/2023	620-4840-62160	Chemicals	CHEMICALS		7,737.88
Vendor AQUA PURE INC Total:							7,737.88
Vendor: ARAMARK UNIFORM & CAREER APPAREL GROUP INC							
ARAMARK UNIFORM & CARE...	2630096068	01/10/2023	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - JAN 2023		76.11
ARAMARK UNIFORM & CARE...	2630101648	01/24/2023	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - JAN 2023		76.11
Vendor ARAMARK UNIFORM & CAREER APPAREL GROUP INC Total:							152.22
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3581999	01/16/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		401.50
Vendor ARTISAN BEER COMPANY Total:							401.50
Vendor: BRODIN SHEET METAL INC							
BRODIN SHEET METAL INC	65004	01/30/2023	100-4312-62230	Building Maint & Repair	COIL RELAY		22.00
Vendor BRODIN SHEET METAL INC Total:							22.00
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	1567635	01/19/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		374.00
C & L DISTRIBUTING	1567635	01/19/2023	610-4810-62530	Wine for Resale	BEER PURCHASE		368.25
C & L DISTRIBUTING	1567635	01/19/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		27.00
Vendor C & L DISTRIBUTING Total:							769.25
Vendor: CITY OF T R F - GENERAL CITY							
CITY OF T R F - GENERAL CITY	01 31 23	01/31/2023	100-4150-62010	Office Supplies	POSTAGE USAGE 11/01/22 - ...		190.10
CITY OF T R F - GENERAL CITY	01 31 23	01/31/2023	100-4650-62010	Office Supplies	POSTAGE USAGE 11/01/22 - ...		63.30
CITY OF T R F - GENERAL CITY	01 31 23	01/31/2023	620-4840-62010	Office Supplies	POSTAGE USAGE 11/01/22 - ...		26.88
Vendor CITY OF T R F - GENERAL CITY Total:							280.28
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	94642749	01/03/2023	680-4850-62220	Lift Station and Pond Maint &...	CORD ENDS FOR HYDRO		25.44
DIGI KEY CORPORATION	94642749	01/03/2023	690-4840-62990	Misc. Operating Expense	TRANSFORMER LABELS		20.76
DIGI KEY CORPORATION	94669053	01/04/2023	100-4194-62990	Misc. Operating Expense	BATTERIES		98.77
DIGI KEY CORPORATION	94760521	01/10/2023	690-4840-62990	Misc. Operating Expense	VOLTAGE DETECTORS		197.43

Council Approval Register

Packet: APPKT00510 - 02/07/23 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
DIGI KEY CORPORATION	94823106-01	01/17/2023	680-4850-62220	Lift Station and Pond Maint &...	REVERSE SHIPPING CHARGE		-6.99
DIGI KEY CORPORATION	94823106	01/11/2023	680-4850-62220	Lift Station and Pond Maint &...	LED PANEL - LIFT #9		25.89
DIGI KEY CORPORATION	94953787	01/17/2023	690-4840-62990	Misc. Operating Expense	SKIBICKI		-14.44
DIGI KEY CORPORATION	95144895	01/26/2023	100-4220-62990	Misc. Operating Expense	BATTERIES		51.39
Vendor DIGI KEY CORPORATION Total:							398.25
Vendor: EHLERS COMPANIES							
EHLERS COMPANIES	92914	01/09/2023	100-4650-63032	Economic Development Servi...	REIMBURSE - SAFETY TOED F...		137.50
Vendor EHLERS COMPANIES Total:							137.50
Vendor: FALLS TOWING LLC							
FALLS TOWING LLC	01 23 23	01/23/2023	100-4210-62990	Misc. Operating Expense	TOWING CHARGES		1,300.00
FALLS TOWING LLC	20506	01/04/2023	100-4210-62990	Misc. Operating Expense	TOWING CHARGES		125.00
Vendor FALLS TOWING LLC Total:							1,425.00
Vendor: FORESTEDGE WINERY							
FORESTEDGE WINERY	5026	01/16/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		264.00
Vendor FORESTEDGE WINERY Total:							264.00
Vendor: GOPHER STATE ONE CALL							
GOPHER STATE ONE CALL	3000787	01/31/2023	690-4890-63030	Contracts Expense	2023 FACILITY OPERATOR FEE		50.00
Vendor GOPHER STATE ONE CALL Total:							50.00
Vendor: GREAT PLAINS TECHNICAL SRVCS							
GREAT PLAINS TECHNICAL SR...	12220083	01/18/2023	620-4850-62220	Plant Equip Maint & Repair	PUMP MOTOR - AIRPORT RE...		888.00
Vendor GREAT PLAINS TECHNICAL SRVCS Total:							888.00
Vendor: GUARDIAN PEST SOLUTIONS INC							
GUARDIAN PEST SOLUTIONS ...	2431326	12/21/2022	690-4890-63030	Contracts Expense	RODENT CONTROL PRGM - D...		58.00
Vendor GUARDIAN PEST SOLUTIONS INC Total:							58.00
Vendor: HACH COMPANY							
HACH COMPANY	13433553	01/23/2023	620-4850-62220	Plant Equip Maint & Repair	TURI METER RPR		569.95
Vendor HACH COMPANY Total:							569.95
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CHI...	1200489969	01/10/2023	690-4890-64370	Taxes and Licenses	PROF SRVCS - DAM RELICENS...		1,089.81
Vendor HDR ENGINEERING INC - CHICAGO Total:							1,089.81
Vendor: INDEPENDENT SCHOOL DIST #564							
INDEPENDENT SCHOOL DIST ...	600082008	01/05/2023	100-4210-62990	Misc. Operating Expense	DIVERSION		60.00
Vendor INDEPENDENT SCHOOL DIST #564 Total:							60.00
Vendor: INDUCTIVE AUTOMATION LLC							
INDUCTIVE AUTOMATION LLC	1265517	01/17/2023	620-4840-62020	Computer Supplies	WTP SCADA SUPPORT PLAN		4,714.80
Vendor INDUCTIVE AUTOMATION LLC Total:							4,714.80
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUTI...	SO-3926747	10/28/2022	690-4840-62010	Office Supplies	WALL CALENDAR		13.08
Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:							13.08

Council Approval Register

Packet: APPKT00510 - 02/07/23 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: JUSTIN STEINBRINK							
JUSTIN STEINBRINK	REIMB 01 10 23	01/10/2023	690-4840-62880	Personal Protective Equipme...	REIMBURSE ALLOWABLE SAF...		108.00
Vendor JUSTIN STEINBRINK Total:							108.00
Vendor: LEAGUE OF MINNESOTA CITIES							
LEAGUE OF MINNESOTA CITI...	375121	01/12/2023	100-4210-63320	Training Expense	ONLINE PATROL TRAINING		1,260.00
Vendor LEAGUE OF MINNESOTA CITIES Total:							1,260.00
Vendor: LOCATORS & SUPPLIES INC							
LOCATORS & SUPPLIES INC	0304924-IN	01/27/2023	680-4840-62990	Misc. Operating Expense	REFLECTIVE TRAFFIC CONES		381.75
Vendor LOCATORS & SUPPLIES INC Total:							381.75
Vendor: M M U A							
M M U A	60937	01/10/2023	100-4150-64410	Safety Training	1ST QTR SAFETY PROGRAM		355.53
M M U A	60937	01/10/2023	100-4194-64410	Safety Training	1ST QTR SAFETY PROGRAM		71.11
M M U A	60937	01/10/2023	100-4210-64410	Safety Training	1ST QTR SAFETY PROGRAM		1,208.65
M M U A	60937	01/10/2023	100-4220-64410	Safety Training	1ST QTR SAFETY PROGRAM		497.68
M M U A	60937	01/10/2023	100-4240-64410	Safety Training	1ST QTR SAFETY PROGRAM		71.11
M M U A	60937	01/10/2023	100-4312-64410	Safety Training	1ST QTR SAFETY PROGRAM		515.65
M M U A	60937	01/10/2023	100-4315-64410	Safety Training	1ST QTR SAFETY PROGRAM		515.65
M M U A	60937	01/10/2023	100-4510-64410	Safety Training	1ST QTR SAFETY PROGRAM		354.22
M M U A	60937	01/10/2023	100-4650-64410	Safety Training	1ST QTR SAFETY PROGRAM		213.27
M M U A	60937	01/10/2023	610-4890-64410	Safety Training	1ST QTR SAFETY PROGRAM		355.51
M M U A	60937	01/10/2023	620-4890-64410	Safety Training	1ST QTR SAFETY PROGRAM		320.13
M M U A	60937	01/10/2023	660-24000	Clearing Account	1ST QTR SAFETY PROGRAM		284.35
M M U A	60937	01/10/2023	680-4890-64410	Safety Training	1ST QTR SAFETY PROGRAM		319.93
M M U A	60937	01/10/2023	690-4890-64400	Travel, Conference, School	1ST QTR JOB TRAINING & SA...		937.50
M M U A	60937	01/10/2023	690-4890-64410	Safety Training	1ST QTR SAFETY PROGRAM		1,421.96
M M U A	61060	01/12/2023	690-4890-64330	Dues and Subscriptions	2023 ELECTRIC MEMBER DUES		29,068.00
Vendor M M U A Total:							36,510.25
Vendor: MARK BORSETH							
MARK BORSETH	2023-01	01/31/2023	100-4650-63030	Contracts Expense	PLANNING & ZONING SERVIC...		1,987.50
Vendor MARK BORSETH Total:							1,987.50
Vendor: MINNESOTA DEPARTMENT OF NATURAL RESOURCES - OMB							
MINNESOTA DEPARTMENT ...	2023 1984-1240	01/20/2023	620-4890-64370	Taxes and Licenses	2023 DNR WATER PERMIT FEE		2,933.07
Vendor MINNESOTA DEPARTMENT OF NATURAL RESOURCES - OMB Total:							2,933.07
Vendor: MN STATE PATROL CMV SECTION							
MN STATE PATROL CMV SECT...	2023	01/17/2023	100-4312-62990	Misc. Operating Expense	2023 MANDATORY DOT INSP...		26.00
MN STATE PATROL CMV SECT...	2023	01/17/2023	100-4315-62990	Misc. Operating Expense	2023 MANDATORY DOT INSP...		6.00
MN STATE PATROL CMV SECT...	2023	01/17/2023	100-4510-62990	Misc. Operating Expense	2023 MANDATORY DOT INSP...		2.00
MN STATE PATROL CMV SECT...	2023	01/17/2023	620-4840-62990	Misc. Operating Expense	2023 MANDATORY DOT INSP...		4.00
MN STATE PATROL CMV SECT...	2023	01/17/2023	670-4840-62990	Misc. Operating Expense	2023 MANDATORY DOT INSP...		4.00
MN STATE PATROL CMV SECT...	2023	01/17/2023	690-4840-62990	Misc. Operating Expense	2023 MANDATORY DOT INSP...		38.00
Vendor MN STATE PATROL CMV SECTION Total:							80.00

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MORRIS ELECTRONICS INC							
MORRIS ELECTRONICS INC	1044	01/05/2023	100-4192-63020	Computer Maintenance & lic...	SERVICE DAY - DEC 2022		807.50
MORRIS ELECTRONICS INC	1078	01/06/2023	100-4192-63020	Computer Maintenance & lic...	TLS - PCI COMPLIANCE		95.00
MORRIS ELECTRONICS INC	1092	01/06/2023	100-4192-63020	Computer Maintenance & lic...	TLS BACKUP WORK		95.00
MORRIS ELECTRONICS INC	1187	01/11/2023	100-4192-63020	Computer Maintenance & lic...	CONSULTING ON REMODEL		75.00
MORRIS ELECTRONICS INC	1309	01/19/2023	100-4192-63020	Computer Maintenance & lic...	SERVICE DATE		900.00
MORRIS ELECTRONICS INC	1331	01/19/2023	600-4680-65900	Work in Process-Construction	HARRIS VPN CHANGES FOR T...		75.00
MORRIS ELECTRONICS INC	1354	01/23/2023	600-4680-65900	Work in Process-Construction	HARRIS VPN WORK		75.00
MORRIS ELECTRONICS INC	1363	01/23/2023	690-4890-63020	Computer Maintenance & lic...	EATON VPN WORK TESTING		250.00
MORRIS ELECTRONICS INC	1469	01/27/2023	100-4192-63020	Computer Maintenance & lic...	FIREWALL WORK		150.00
Vendor MORRIS ELECTRONICS INC Total:							2,522.50
Vendor: NELSON INTERNATIONAL - E G F							
NELSON INTERNATIONAL - E ...	X105060648 01	01/01/2023	100-4315-62210	Equipment Maint & Repair	RELAY		427.75
NELSON INTERNATIONAL - E ...	X105060801 01	01/13/2023	100-4312-62210	Equipment Maint & Repair	WATER SEPERATOR		96.88
Vendor NELSON INTERNATIONAL - E G F Total:							524.63
Vendor: NORTHERN BALANCE AND SCALE INC							
NORTHERN BALANCE AND S...	0133480	01/06/2023	620-4840-62170	Field Supplies	CALIBRATE / CLEAN SCALE / ...		201.00
Vendor NORTHERN BALANCE AND SCALE INC Total:							201.00
Vendor: NORTHWEST REGIONAL LIBRARY							
NORTHWEST REGIONAL LIBR...	677	01/11/2023	100-4550-63140	Regional Library System Pymt	1ST QTR 2023 ALLOCATION		43,124.75
Vendor NORTHWEST REGIONAL LIBRARY Total:							43,124.75
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COOPE...	7238	01/17/2023	100-4670-64330	Dues and Subscriptions	2023 NWSC MEMBERSHIP D...		250.00
Vendor NORTHWEST SERVICE COOPERATIVE Total:							250.00
Vendor: NORTHWOODS ICE OF BEMIDJI INC							
NORTHWOODS ICE OF BEMID...	58423	01/13/2023	610-4810-62590	Misc. Mdse for Resale	ICE PURCHASE		180.00
Vendor NORTHWOODS ICE OF BEMIDJI INC Total:							180.00
Vendor: PENNINGTON FAST LUBE INC							
PENNINGTON FAST LUBE INC	79692	01/17/2023	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		58.95
Vendor PENNINGTON FAST LUBE INC Total:							58.95
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6529931	01/16/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		6,684.85
PHILLIPS WINE & SPIRITS	6529932	01/16/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		177.00
PHILLIPS WINE & SPIRITS	6529932	01/16/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		4,020.15
PHILLIPS WINE & SPIRITS	6529933	01/16/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		80.00
PHILLIPS WINE & SPIRITS	6529933	01/16/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		85.00
Vendor PHILLIPS WINE & SPIRITS Total:							11,047.00
Vendor: POSITIVE PSYCHOLOGICAL INITIATIVES LLC							
POSITIVE PSYCHOLOGICAL IN...	23-108	01/30/2023	100-4210-62990	Misc. Operating Expense	PSYCH ASSESSMENT - E JAX		475.00
Vendor POSITIVE PSYCHOLOGICAL INITIATIVES LLC Total:							475.00

Council Approval Register
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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PS GARAGE DOORS							
PS GARAGE DOORS	57899	01/13/2023	620-4850-62230	Building Maint & Repair	OVERHEAD DOOR REPAIR		1,055.87
Vendor PS GARAGE DOORS Total:							1,055.87
Vendor: RITEWAY BUSINESS FORMS &							
RITEWAY BUSINESS FORMS &	22-85365	01/11/2023	100-4150-62010	Office Supplies	W 2 FORMS & ENVELOPES		147.05
Vendor RITEWAY BUSINESS FORMS & Total:							147.05
Vendor: SHPIGLER CONSULTING INC							
SHPIGLER CONSULTING INC	FEB 2023	02/01/2023	545-4680-65920	Work in Process - Eng/Archttct	CONSULTING SUPPORT - WA...		5,000.00
Vendor SHPIGLER CONSULTING INC Total:							5,000.00
Vendor: SJOBERG'S CABLE TV							
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	100-4192-63020	Computer Maintenance & lic...	MONTHLY SERVICE - FEB 2023		225.00
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	100-4192-63020	Computer Maintenance & lic...	MONTHLY SERVICE - FEB 2023		82.05
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	100-4220-63020	Computer Maintenance & lic...	MONTHLY SERVICE - FEB 2023		49.95
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	100-4312-63020	Computer Maintenance & lic...	MONTHLY SERVICE - FEB 2023		56.95
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	100-4510-63210	Communication Expense	MONTHLY SERVICE - FEB 2023		104.50
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	610-4890-63020	Computer Maintenance & lic...	MONTHLY SERVICE - FEB 2023		56.95
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	620-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 2023		25.99
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	620-4890-63020	Computer Maintenance & lic...	MONTHLY SERVICE - FEB 2023		49.95
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	680-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 2023		475.00
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	680-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 2023		85.50
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	690-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 2023		35.05
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	690-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 2023		142.50
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	690-4830-63210	Communication Expense	MONTHLY SERVICE - FEB 2023		142.50
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	690-4890-63020	Computer Maintenance & lic...	MONTHLY SERVICE - FEB 2023		225.00
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	690-4890-63020	Computer Maintenance & lic...	MONTHLY SERVICE - FEB 2023		42.95
SJOBERG'S CABLE TV	FEB 2023	02/01/2023	690-4890-63020	Computer Maintenance & lic...	MONTHLY SERVICE - FEB 2023		49.95
Vendor SJOBERG'S CABLE TV Total:							1,849.79
Vendor: SORVIG OIL INC							
SORVIG OIL INC	22841	01/25/2023	620-4840-62120	Gas-Oil-Lube	KEROSENE - PRESSURE WASH...		40.00
Vendor SORVIG OIL INC Total:							40.00
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2303188	01/12/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		112.00
SOUTHERN GLAZERS OF MN	2304241	01/17/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		446.78
SOUTHERN GLAZERS OF MN	2305524	01/19/2023	610-4810-62530	Wine for Resale	MIX PURCHASE		448.00
SOUTHERN GLAZERS OF MN	2306645	01/24/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		784.00
SOUTHERN GLAZERS OF MN	2306646	01/24/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		103.46
SOUTHERN GLAZERS OF MN	2306647	01/24/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		8,967.12
SOUTHERN GLAZERS OF MN	2306647	01/24/2023	610-4810-62530	Wine for Resale	MIX PURCHASE		1,680.00
SOUTHERN GLAZERS OF MN	2306648	01/24/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		3,876.60
Vendor SOUTHERN GLAZERS OF MN Total:							16,417.96

Council Approval Register

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: STEIGER MANUFACTURING COMPANY							
STEIGER MANUFACTURING C...	15993	01/12/2023	100-4315-62210	Equipment Maint & Repair	STRAIGHTEN SNOW BLOWER...		125.00
Vendor STEIGER MANUFACTURING COMPANY Total:							125.00
Vendor: STREICHERS							
STREICHERS	I1609832	01/09/2023	100-4210-62990	Misc. Operating Expense	AMMUNITION		668.72
STREICHERS	I1610555	01/11/2023	100-4210-62880	Personal Protective Equipme...	UNIFORM PANTS - TURESON		189.97
STREICHERS	I1612086	01/19/2023	100-4210-62890	Uniforms/ID Clothing	NAME TAGS		33.97
Vendor STREICHERS Total:							892.66
Vendor: THIEF RIVER FORD INC							
THIEF RIVER FORD INC	172369	01/10/2023	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		69.35
THIEF RIVER FORD INC	172369	01/10/2023	100-4210-62210	Equipment Maint & Repair	TPMS SENSOR / WINDSHIELD...		320.43
THIEF RIVER FORD INC	172417	01/16/2023	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		58.87
THIEF RIVER FORD INC	172613	01/19/2023	100-4210-62120	Gas-Oil-Lube	OIL CHANGE		67.25
THIEF RIVER FORD INC	172613	01/19/2023	100-4210-62120	Gas-Oil-Lube	AIR CLEANER		26.46
Vendor THIEF RIVER FORD INC Total:							542.36
Vendor: THIEF RIVER GLASS INC							
THIEF RIVER GLASS INC	11691	02/01/2023	100-4315-62990	Misc. Operating Expense	REPLACE WINDOW GLASS		55.10
THIEF RIVER GLASS INC	8014	01/27/2023	100-4510-62230	Building Maint & Repair	TEMPERED DOOR GLASS - 824..		294.30
Vendor THIEF RIVER GLASS INC Total:							349.40
Vendor: ULINE							
ULINE	158206773	01/03/2023	690-4840-62990	Misc. Operating Expense	BROOM HOLDER / GLOVES		96.49
ULINE	158353586	01/05/2023	690-4840-62990	Misc. Operating Expense	CLEANING PRODUCTS		345.19
ULINE	158353586	01/05/2023	690-4850-62350	Power Plant/Dam Maint	PAPER TOWELS		55.00
Vendor ULINE Total:							496.68
Vendor: USA BLUEBOOK							
USA BLUEBOOK	239174	01/18/2023	680-4850-62220	Lift Station and Pond Maint &...	CHART PAPER - LIFT #7		247.22
Vendor USA BLUEBOOK Total:							247.22
Vendor: WADE CARDINAL							
WADE CARDINAL	REIMB 01 12 23	01/12/2023	620-4890-64400	Travel, Conference, School	GASOLINE / MEAL EXP - TRA...		79.41
Vendor WADE CARDINAL Total:							79.41
Grand Total:							148,404.28

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	58,263.18
545 - WATER METER PROJECT	5,000.00
600 - 2020 SOFTWARE PROJECT	150.00
610 - LIQUOR DISPENSARY	29,492.17
620 - WATER UTILITY FUND	18,799.15
660 - AIRPORT FUND	284.35
670 - STORM WATER UTILITY FUND	4.00
680 - WASTEWATER UTILITY FUND	1,619.74
690 - ELECTRIC UTILITY FUND	34,791.69
Grand Total:	148,404.28

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62010	Office Supplies	337.15
100-4150-64410	Safety Training	355.53
100-4192-63020	Computer Maintenance & ..	2,429.55
100-4194-62990	Misc. Operating Expense	98.77
100-4194-64410	Safety Training	71.11
100-4210-62120	Gas-Oil-Lube	280.88
100-4210-62210	Equipment Maint & Repair	320.43
100-4210-62880	Personal Protective Equi...	189.97
100-4210-62890	Uniforms/ID Clothing	33.97
100-4210-62990	Misc. Operating Expense	2,628.72
100-4210-63320	Training Expense	1,260.00
100-4210-64410	Safety Training	1,208.65
100-4220-62990	Misc. Operating Expense	51.39
100-4220-63020	Computer Maintenance & ..	49.95
100-4220-64410	Safety Training	497.68
100-4240-64410	Safety Training	71.11
100-4312-62210	Equipment Maint & Repair	96.88
100-4312-62230	Building Maint & Repair	22.00
100-4312-62990	Misc. Operating Expense	26.00
100-4312-63020	Computer Maintenance & ..	56.95
100-4312-64410	Safety Training	515.65
100-4315-62210	Equipment Maint & Repair	552.75
100-4315-62990	Misc. Operating Expense	61.10
100-4315-64410	Safety Training	515.65
100-4510-62230	Building Maint & Repair	294.30
100-4510-62990	Misc. Operating Expense	2.00
100-4510-63210	Communication Expense	104.50
100-4510-64410	Safety Training	354.22
100-4550-63140	Regional Library System P...	43,124.75

Account Summary

Account Number	Account Name	Expense Amount
100-4650-62010	Office Supplies	63.30
100-4650-63030	Contracts Expense	1,987.50
100-4650-63032	Economic Development S...	137.50
100-4650-64410	Safety Training	213.27
100-4670-64330	Dues and Subscriptions	250.00
545-4680-65920	Work in Process - Eng/Arc...	5,000.00
600-4680-65900	Work in Process-Construct..	150.00
610-4810-62510	Liquor for Resale	20,629.81
610-4810-62520	Beer for Resale	401.50
610-4810-62530	Wine for Resale	7,756.40
610-4810-62540	Soft Drinks/Mix for Resale	112.00
610-4810-62590	Misc. Mdse for Resale	180.00
610-4890-63020	Computer Maintenance & ..	56.95
610-4890-64410	Safety Training	355.51
620-4830-63210	Communication Expense	25.99
620-4840-62010	Office Supplies	26.88
620-4840-62020	Computer Supplies	4,714.80
620-4840-62120	Gas-Oil-Lube	40.00
620-4840-62160	Chemicals	7,737.88
620-4840-62170	Field Supplies	201.00
620-4840-62990	Misc. Operating Expense	4.00
620-4850-62220	Plant Equip Maint & Repair	1,457.95
620-4850-62230	Building Maint & Repair	1,055.87
620-4890-63020	Computer Maintenance & ..	49.95
620-4890-63030	Contracts Expense	152.22
620-4890-64370	Taxes and Licenses	2,933.07
620-4890-64400	Travel, Conference, School	79.41
620-4890-64410	Safety Training	320.13
660-24000	Clearing Account	284.35
670-4840-62990	Misc. Operating Expense	4.00
680-4830-63210	Communication Expense	560.50
680-4840-62420	Computer Equipment	66.00
680-4840-62990	Misc. Operating Expense	381.75
680-4850-62220	Lift Station and Pond Mai...	291.56
680-4890-64410	Safety Training	319.93
690-4830-63210	Communication Expense	320.05
690-4840-62010	Office Supplies	13.08
690-4840-62880	Personal Protective Equi...	526.96
690-4840-62990	Misc. Operating Expense	683.43
690-4850-62350	Power Plant/Dam Maint	55.00
690-4890-63020	Computer Maintenance & ..	567.90
690-4890-63030	Contracts Expense	108.00

Account Summary

Account Number	Account Name	Expense Amount
690-4890-64330	Dues and Subscriptions	29,068.00
690-4890-64370	Taxes and Licenses	1,089.81
690-4890-64400	Travel, Conference, School	937.50
690-4890-64410	Safety Training	1,421.96
Grand Total:		148,404.28

Project Account Summary

Project Account Key	Expense Amount
None	148,404.28
Grand Total:	148,404.28

RESOLUTION ESTABLISHING PROCEDURES
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND
REGULATIONS UNDER THE INTERNAL REVENUE CODE

BE IT RESOLVED by the City Council (the "Council") of the City of Thief River Falls, Minnesota (the "City"), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

(b) The Regulations generally require that the City (as the issuer of or the primary obligor under the bonds) make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

(c) The City heretofore implemented procedures for compliance with the predecessor versions of the Regulations and desires to amend and supplement those procedures to ensure compliance with the Regulations.

(d) The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application, to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Council hereby authorizes the Administrator to make the City's Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

(a) Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of the Exhibit A which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

(b) Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

(c) Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City doesn't reasonably expect that reimbursement bonds will be issued to finance the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

(d) The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. If the City is acting as the issuer of the reimbursement bonds, the designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally written allocations that evidence the City's use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Adopted this 7th day of February, 2023, by the Thief River Falls City Council.

CERTIFICATION

The undersigned, being the duly qualified and acting Administrator of the City of Thief River Falls, Minnesota, hereby certifies the following:

The foregoing is true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City (the "Council") at a regular meeting of the Council held on February 7, 2023. Said meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held. Councilmember _____ moved the adoption of the Resolution, which motion was seconded by Councilmember _____. A vote being taken on the motion, the following members of the Council voted in favor of the motion to adopt the Resolution:

and the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect and no action has been taken by the Council which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the Administrator of the City of Thief River Falls, Minnesota, this 7th day of February, 2023.

Administrator
City of Thief River Falls, Minnesota

EXHIBIT A

Declaration of Official Intent

The undersigned, being the duly appointed and acting Administrator of the City of Thief River Falls, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations, Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies on behalf of the City as follows:

1. The undersigned has been and is on the date hereof duly authorized by the Thief River Falls City Council to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.

2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed:

- NORTHWESTERN RESIDENTIAL DISTRICT STREET RECONSTRUCTION PROJECT (\$2,000,000)
- WATER METER PROJECT (\$1,500,000)

3. The City reasonably expects to reimburse itself for the payment of certain costs of the Project out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued after the date of payment of such costs. As of the date hereof, the City reasonably expects that \$3,500,000 is the maximum principal amount of the Bonds which will be issued to finance the Project.

4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.

5. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Date: February 7, 2023

Administrator
City of Thief River Falls, Minnesota



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: 2/7/2023

SUBJECT: #8.2 Analog Voice And Data Lines

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

MOTION TO: Approval for the City of Thief River Falls to move eight analog lines to Garden Valley

BACKGROUND: The City presently has analog phone lines with TDS. As of March 21, 2023, TDS is discontinuing our voice and data services.

KEY ISSUES:

- The City uses analog lines for:
 - Backup for credit card machines at the Liquor Store.
 - Elevators at the Ralph and Depot
 - Heritage Center's main phone and fax line
 - Administration fax line
 - Fire Line at the Fire Department.
- Garden Valley is our telephone provider for our other phone lines.

FINANCIAL CONSIDERATIONS: None. This will be cost savings for the City. This will be a reduction of over \$13.00 per line with any unnecessary lines being discontinued.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, Information Technology Coordinator

ATTACHMENTS:

1.	1b-Analog Phone Lines
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December 21, 2022

City Of Thief River Falls
Po Box 528
Thief River Falls, MN 56701

**URGENT
ACTION REQUIRED!**

Dear Customer,

TDS Metrocom, LLC (TDS) is making changes to the voice and data service delivery we currently provide in the state of Minnesota.

TDS regrets to inform you it's made the difficult decision to discontinue voice and data services we currently provide to you using leased circuits. Your current service(s) with TDS at the following address is impacted by these changes:

210 10th St E
THIEF RIVER FALLS, MN 56701

Northrop Park 218 681-1765

301 4th St E
THIEF RIVER FALLS, MN 56701

Heritage Community Center
681-2793 681-7218

316 3rd St E
THIEF RIVER FALLS, MN 56701

Municipal Liquor Store
681.6256. 681-7392. 681-0253

4 301 St E
THIEF RIVER FALLS, MN 56701

80 3rd St W
683-7243

?

525 Brooks Av N
THIEF RIVER FALLS, MN 56701

Elevator
681-2486

803 Barzan Av S
THIEF RIVER FALLS, MN 56701

Building no longer

2nd
E 320 E 2nd St
THIEF RIVER FALLS, MN 56701

Fire
681-4432

E 405 E 3rd St
THIEF RIVER FALLS, MN 56701

FAX 681-6223
Elevator 681-2513

Please note that this discontinuance only applies to this location.

This discontinuance is subject to the approval of the Federal Communications Commission (FCC) and the Minnesota Commerce Commission. If approval is received, the discontinuance is expected to occur on or after March 21, 2023.

PLEASE SEE OTHER SIDE

If you wish to keep your current phone number, you must choose a different service provider prior to March 21, 2023, or your service will be disconnected. Please make arrangements for a new service provider as soon as possible. Some providers may require several weeks to install new services. To help avoid any lapse in your service, please check carefully that all services you currently receive from TDS are moved to your new provider.

Other Service Providers in Your Area:

- **CenturyLink:**
<https://business.centurylink.com/>
1-888-312-2862
- **Spectrum:**
<https://www.spectrum.com/business>
1-855-762-1243
- **Comcast:**
<https://business.comcast.com/>
1-877-289-8849

There may also be other alternative providers offering service in your area besides these providers. Thank you for being a TDS customer. We've valued your business.

Objecting to Discontinuance of Service

The FCC will normally authorize this proposed discontinuance of service (or reduction or impairment) unless it is shown that a customer would be unable to receive service or a reasonable substitute from another carrier or that the public convenience and necessity is otherwise adversely affected.

If you wish to object, you should file your comments with the FCC as soon as possible, but no later than 15 days after the FCC releases public notice of the proposed discontinuance. You may file your comments electronically through the FCC's Electronic Comment Filing Systems using the docket number established in the FCC's public notice for this proceeding, or you may address them to the Federal Communications Commission, Wireline Competition Bureau, Competition Policy Division, Washington, DC 20554, and include in your comments a reference to the § 63.71 Application of TDS Metrocom, LLC. Comments should include specific information about the impact of this proposed discontinuance (or reduction or impairment) upon you or your company, including any inability to acquire reasonable substitute service.

TDS is committed to making your transition as smooth as possible. If you have additional questions, please contact TDS Customer Support at 1-866-571-6662.



206 Vance Ave S, PO Box 259 | Erskine, MN 56535
ADDRESS SERVICE REQUESTED

ACCOUNT

City Of Thief River Falls
Sandy Brink - A/P
PO Box 528
Thief River Falls, MN 56701-0528

CUSTOMER SERVICE: 1-800-448-8260
WEB: www.gvtel.com
EMAIL: gvtc@gvtel.com

ACCOUNT BILL ESTIMATE

Account #: 00054646-3
Billing Cycle: 10
Estimate Date: 1/17/2023
Prepared By: Sue Kronschnabel

	NEXT INVOICE	FUTURE INVOICES
Account Specific Charges:	\$0.00	\$0.00
Service Specific Charges:	\$559.11	\$267.35
Subtotal:	\$559.11	\$267.35
Taxes & Fees:	\$64.24	\$38.32
Total Charges:	\$623.35	\$305.67

TERMS & CONDITIONS:

This estimate is not a bill. No payment is required. Garden Valley Telephone Company reserves the right to change rates and prices at it's discretion at anytime. Usage charges are not calculated and may alter final bill.

ESTIMATED ACCOUNT & SERVICES CHARGES

Non Recurring Charges: Business Service

Line#	Activity	Code	Description	Next Invoice	Future Invoices
1	One Time	SCLCR	Line Connection - Phone	6.00	
2	One Time	SCSO CR	Service Order - Phone	9.50	
Non Recurring Charges: Business Service					
3	One Time	SCLCR	Line Connection - Phone	6.00	
4	One Time	SCSO CR	Service Order - Phone	9.50	
Non Recurring Charges: Business Service					
5	One Time	SCLCR	Line Connection - Phone	6.00	
6	One Time	SCSO CR	Service Order - Phone	9.50	
Non Recurring Charges: Business Service					
7	One Time	SCLCR	Line Connection - Phone	6.00	
8	One Time	SCSO CR	Service Order - Phone	9.50	
Non Recurring Charges: Business Service					
9	One Time	SCLCR	Line Connection - Phone	6.00	
10	One Time	SCSO CR	Service Order - Phone	9.50	
Non Recurring Charges: Business Service					
11	One Time	SCLCR	Line Connection - Phone	6.00	
12	One Time	SCSO CR	Service Order - Phone	9.50	
Non Recurring Charges: Business Service					
13	One Time	SCLCR	Line Connection - Phone	6.00	
14	One Time	SCSO CR	Service Order - Phone	9.50	
Non Recurring Charges: Business Service					
15	One Time	SCLCR	Line Connection - Phone	6.00	
16	One Time	SCSO CR	Service Order - Phone	9.50	
Total:				124.00	0.00

Recurring Charges: Business Service

Line#	Activity	Code	Description	Billing Period	Next Invoice	Future Invoices
17	Add	BLFCC	FCC Toll Access	Monthly (Feb)	9.20	9.20
18	Add	PHISWC	Inside Wire Maintenance	Monthly (Feb)	1.75	1.75
19	Add	AB1	Local Access - Business	Monthly (Feb)	20.00	20.00
20	Add	GVLDCRF	Long Distance Monthly Charge	Monthly (Feb)	3.95	3.95
Recurring Charges: Business Service						
21	Add	BLFCC	FCC Toll Access	Monthly (Feb)	9.20	9.20
22	Add	PHISWC	Inside Wire Maintenance	Monthly (Feb)	1.75	1.75
23	Add	AB2	Local Access - Bus Add'l Line	Monthly (Feb)	20.00	20.00
24	Add	GVLDCRF	Long Distance Monthly Charge	Monthly (Feb)	3.95	3.95
Recurring Charges: Business Service						
25	Add	BLFCC	FCC Toll Access	Monthly (Feb)	9.20	9.20
26	Add	PHISWC	Inside Wire Maintenance	Monthly (Feb)	1.75	1.75
27	Add	AB2	Local Access - Bus Add'l Line	Monthly (Feb)	20.00	20.00
28	Add	GVLDCRF	Long Distance Monthly Charge	Monthly (Feb)	3.95	3.95

ACCOUNT BILL ESTIMATE

1/17/2023
00054646-3 City Of Thief River Falls

Recurring Charges: Business Service

Line#	Activity	Code	Description	Billing Period	Next Invoice	Future Invoices
29	Add	BLFCC	FCC Toll Access	Monthly (Feb)	9.20	9.20
30	Add	PHISWC	Inside Wire Maintenance	Monthly (Feb)	1.75	1.75
31	Add	AB2	Local Access - Bus Add'l Line	Monthly (Feb)	20.00	20.00
32	Add	GVLCRF	Long Distance Monthly Charge	Monthly (Feb)	3.95	3.95

Recurring Charges: Business Service

33	Add	BLFCC	FCC Toll Access	Monthly (Feb)	9.20	9.20
34	Add	PHISWC	Inside Wire Maintenance	Monthly (Feb)	1.75	1.75
35	Add	AB2	Local Access - Bus Add'l Line	Monthly (Feb)	20.00	20.00
36	Add	GVLCRF	Long Distance Monthly Charge	Monthly (Feb)	3.95	3.95

Recurring Charges: Business Service

37	Add	BLFCC	FCC Toll Access	Monthly (Feb)	9.20	9.20
38	Add	PHISWC	Inside Wire Maintenance	Monthly (Feb)	1.75	1.75
39	Add	AB2	Local Access - Bus Add'l Line	Monthly (Feb)	20.00	20.00

Recurring Charges: Business Service

40	Add	BLFCC	FCC Toll Access	Monthly (Feb)	9.20	9.20
41	Add	PHISWC	Inside Wire Maintenance	Monthly (Feb)	1.75	1.75
42	Add	AB2	Local Access - Bus Add'l Line	Monthly (Feb)	20.00	20.00

Recurring Charges: Business Service

43	Add	BLFCC	FCC Toll Access	Monthly (Feb)	9.20	9.20
44	Add	PHISWC	Inside Wire Maintenance	Monthly (Feb)	1.75	1.75
45	Add	AB2	Local Access - Bus Add'l Line	Monthly (Feb)	20.00	20.00
Total:					267.35	267.35

Fractional Charges: Business Service

Line#	Activity	Code	Description	Fractional Period	Next Invoice	Future Invoices
46	Connect	PHISWC	Inside Wire Maintenance	Jan 20-Feb 09	1.19	
47	Connect	BLFCC	FCC Toll Access	Jan 20-Feb 09	6.23	
48	Connect	AB1	Local Access - Business	Jan 20-Feb 09	13.55	

Fractional Charges: Business Service

49	Connect	PHISWC	Inside Wire Maintenance	Jan 20-Feb 09	1.19	
50	Connect	BLFCC	FCC Toll Access	Jan 20-Feb 09	6.23	
51	Connect	AB2	Local Access - Bus Add'l Line	Jan 20-Feb 09	13.55	

Fractional Charges: Business Service

52	Connect	PHISWC	Inside Wire Maintenance	Jan 20-Feb 09	1.19	
53	Connect	BLFCC	FCC Toll Access	Jan 20-Feb 09	6.23	
54	Connect	AB2	Local Access - Bus Add'l Line	Jan 20-Feb 09	13.55	

Fractional Charges: Business Service

55	Connect	PHISWC	Inside Wire Maintenance	Jan 20-Feb 09	1.19	
56	Connect	BLFCC	FCC Toll Access	Jan 20-Feb 09	6.23	
57	Connect	AB2	Local Access - Bus Add'l Line	Jan 20-Feb 09	13.55	

Fractional Charges: Business Service

58	Connect	PHISWC	Inside Wire Maintenance	Jan 20-Feb 09	1.19	
59	Connect	BLFCC	FCC Toll Access	Jan 20-Feb 09	6.23	
60	Connect	AB2	Local Access - Bus Add'l Line	Jan 20-Feb 09	13.55	

Fractional Charges: Business Service

61	Connect	PHISWC	Inside Wire Maintenance	Jan 20-Feb 09	1.19	
62	Connect	BLFCC	FCC Toll Access	Jan 20-Feb 09	6.23	
63	Connect	AB2	Local Access - Bus Add'l Line	Jan 20-Feb 09	13.55	

Fractional Charges: Business Service

64	Connect	PHISWC	Inside Wire Maintenance	Jan 20-Feb 09	1.19	
65	Connect	BLFCC	FCC Toll Access	Jan 20-Feb 09	6.23	
66	Connect	AB2	Local Access - Bus Add'l Line	Jan 20-Feb 09	13.55	

Fractional Charges: Business Service

67	Connect	PHISWC	Inside Wire Maintenance	Jan 20-Feb 09	1.19	
68	Connect	BLFCC	FCC Toll Access	Jan 20-Feb 09	6.23	
69	Connect	AB2	Local Access - Bus Add'l Line	Jan 20-Feb 09	13.55	
Total:					167.76	0.00

Fees

Line#	Description	Next Invoice	Future Invoices
70	TAP, TAM, and 911 Surcharge	0.91	0.91
	TAP, TAM, and 911 Surcharge	0.62	
	TAP, TAM, and 911 Surcharge	0.91	0.91
	TAP, TAM, and 911 Surcharge	0.62	
	TAP, TAM, and 911 Surcharge	0.91	0.91
	TAP, TAM, and 911 Surcharge	0.62	
	TAP, TAM, and 911 Surcharge	0.91	0.91
	TAP, TAM, and 911 Surcharge	0.62	

ACCOUNT BILL ESTIMATE1/17/2023
00054646-3 City Of Thief River Falls

Line#	Description	Next Invoice	Future Invoices
	TAP, TAM, and 911 Surcharge	0.91	0.91
	TAP, TAM, and 911 Surcharge	0.62	
	TAP, TAM, and 911 Surcharge	0.91	0.91
	TAP, TAM, and 911 Surcharge	0.62	
	TAP, TAM, and 911 Surcharge	0.91	0.91
	TAP, TAM, and 911 Surcharge	0.62	
	TAP, TAM, and 911 Surcharge	0.91	0.91
	TAP, TAM, and 911 Surcharge	0.62	
71	Federal USF Charge	40.24	24.00
72	Federal Excise Tax	11.76	7.04
Total:		64.24	38.32

ESTIMATE



City of Thief River Falls

405 Third Street East • PO Box 528
Thief River Falls MN 56701-0528

PHONE: 218-681-2943
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Request for Council Action

DATE: 2/7/2023

SUBJECT: #8.3 Restricted Fund Balance Reserve

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

MOTION TO: Authorize the City Administrator to transfer \$10,991.07 into a restricted fund balance reserve for Fire Escrow dollars in 2023.

BACKGROUND: The City of Thief River Falls established a Fire Escrow account on April 16, 2019, Resolution Number 4-88-19 pursuant to Minn. Stat. 65A.50.

KEY ISSUES: The insurance proceeds received by the City are used as security to ensure that the fire damaged property is repaired, replaced, removed, or demolished and brought into compliance with city ordinances. The City will follow the Minnesota statute rules and the League of Minnesota Cities information memo regarding these types of accounts.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



City of Thief River Falls

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Thief River Falls MN 56701-0528

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Request for Council Action

DATE: 2/7/2023

SUBJECT: #8.4 Approval to have step increases approved by department heads for employees or committee chair for department heads

RECOMMENDATION: It is respectfully requested that the City Council approve the following recommendation:

MOTION TO: To approve the request to have step increases signed off on by department heads or committee chair, so that each step doesn't need to go to council for approval. This will be retro to January 1, 2023, and going forward. A monthly report will be given to the committees to review upcoming step increases in case any need to be discussed before approval.

BACKGROUND: Resolution No. 12-263-22 approved the MOU's for implementation of the wage study done by David Drown and Associates. As part of the implementation process, all employees including department heads are on an 8-step pay grid so this would result in a lot more requests for step increases going to council if continuing in the current process.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None