

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, February 21, 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 HEARING**
 - 4.1. 2023 Street and Utilities Improvements
- 5. PUBLIC FORUM - *Individuals may address the City Council about any item not included on the regular agenda. A maximum of 5 minutes is allotted for the public forum. The City Council will not take official action on items discussed at this time, with the exception of referral to staff or a committee, board or commission for a future report.***
- 6. PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**
- 7. APPROVE AGENDA - *Council members may add items to the agenda for discussion purposes or staff direction. The Council will not normally take official action on items added to the agenda.***
- 8. CONSENT AGENDA - *These items are considered routine in nature and are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item and place it on the regular agenda for discussion and consideration. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.***
 - 8.1. Approval of February 7, 2023 Council Proceedings (page 4-9)
 - 8.2. City of Thief River Falls Bills and Disbursements (page 10-47)
 - 8.3. Pennington County Fair Association Gambling Premises Permit (page 48)
 - 8.4. Parade Application to Pennington County Fair Association during the Pennington County Fair (page 49)
 - 8.5. Approval of Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License (page 50)

8.6. Approval of Purchase of Plastic Sanitation Bags (page 51-52)

9. NEW BUSINESS

- 9.1. Call for First Reading of Ordinance No 147, 3rd Series, Amendment to City Code Chapter 152.036 Performance Standards For Commercial And Industrial Zoning Districts (page 53-54)
- 9.2. Call for First Reading of Ordinance No 146, 3rd Series, of The City of Thief River Falls, Minnesota, Amending City Code Chapter 30, By Amending Section 30.02 And Adopting By Reference City Code Chapter 10, Which, Among Other Things, Contain Penalty Provisions. (page 55)
- 9.3. Approval of Ordinance No 146, 3rd Series, of The City of Thief River Falls, Minnesota, Amending City Code Chapter 30, By Amending Section 30.02 And Adopting By Reference City Code Chapter 10, Which, Among Other Things, Contain Penalty Provisions.
- 9.4. Call for First Reading of Ordinance No 148, 3rd Series, of The City of Thief River Falls, Minnesota, Amending City Code Chapter 111, By Amending Section 111.034 And Adopting By Reference City Code Chapter 10, Which, Among Other Things, Contain Penalty Provisions. (page 56-57)
- 9.5. Approval of Ordinance No 148, 3rd Series, of The City of Thief River Falls, Minnesota, Amending City Code Chapter 111, By Amending Section 111.034 And Adopting By Reference City Code Chapter 10, Which, Among Other Things, Contain Penalty Provisions.
- 9.6. Approval of Rivers & Rails Brewery Application For Small Brewer Off Sale (page 58)
- 9.7. Approval of Employment and Wage of Daniel Chase, Electric Superintendent (page 59)
- 9.8. Approval of Notice of Right of First Refusal - Stoked, LLC (page 60)
- 9.9. Approval of One-Year Storm Water Utility Rate Increase (page 61)
- 9.10. Approval of 2023 Street & Utilities Improvement Project Call for Plans and Specifications (page 62)
- 9.11. Approval of Resolution Accepting a Donation(S) To The City Of Thief River Falls, MN (page 63)
- 9.12. Approval to Authorize the City Administrator to purchase voting booths (page 64)
- 9.13. Approval of Councilmember Per Diem (page 65)
- 9.14. Discussion on Department Head Performance Evaluations vs Department Update at Committee of Whole Meeting
- 9.15. Approve employment of Erik Jax as Patrol Officer (page 66)
- 9.16. Approval to Authorize the advertising of filling an additional position for Police Officer (page 67)
- 9.17. Approve for the City of Thief River Falls to change our domain name to trfmn.gov (page 68-69)
- 9.18. Approve for the City of Thief River Falls Mobile Device Management (MDM) (page 70-71)
- 9.19. Approval to migrate to Government tenant and purchasing Office 365 Government licensing (page 72-73)

9.20. Approve for the City of Thief River Falls licensing to back up our Office 365 (page 74-75)

10. COUNCIL BOARDS AND COMMISSIONS REPORTS - *Not all boards or commissions will have met prior to the Council meeting. These reports are intended to keep the other council members informed of actions or proposed actions taken by these boards and commissions. Only those with something to report would be on the agenda.*

11. UPCOMING MEETINGS

11.1. City Council Meeting - March 7th at 5:30 p.m.

11.2. Utilities Committee - March 13th at 7:00 a.m.

11.3. Public Safety/Liquor Committee - March 13th at 4:30 p.m.

11.4. Administrative Services Committee - March 14th at 4:30 p.m. Room 201 City Hall

11.5. Public Works Committee - March 15th at 4:30 p.m.

11.6. City Council Meeting - March 21st at 5:30 p.m.

12. INFORMATIONAL ITEMS

12.1. January 2023 Investment Summary (page 76-77)

12.2. Music in the Park - Cultural Grant Collaboration/Pioneer 90.1

13. 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
email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 2/21/2023

SUBJECT: #8.1 Approval of February 7, 2023 Council Proceedings

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

MOTION TO: By the City Council, to approve February 7, 2023 Council Proceedings.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	02.07.23 City Council Minutes
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COUNCIL PROCEEDINGS

Tuesday, February 7, 2023

CALL TO ORDER

This meeting is officially called to order at 05:30 PM on February 7, 2023. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALEGIANCE

ROLL CALL

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

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

CONSENT AGENDA

RESOLUTION NO. 02.33.23: Approval of January 17, 2023 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Scott Pream introduced Resolution No. 02-33-23, being seconded by Councilmember Steve Narverud, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve the January 17, 2023 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.34.23: City of Thief River Falls Bills and Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Mike Lorenson introduced Resolution No. 02-34-23, being seconded by Councilmember Jason Aarestad, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$2,512,086.40 and council per diem in the amount of \$65.00. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 02.35.23: Resolution Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code

Following discussion, Councilmember Scott Pream introduced Resolution No. 02-35-23, being seconded by Councilmember Steve Narverud, that:

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.

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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.36.23: Approve Analog Voice And Data Lines

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 02-36-23, being seconded by Councilmember Michele McCraw, that:

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

WHEREAS,

- 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.

THEREFORE, BE IT RESOLVED Approval for the City of Thief River Falls to move eight analog lines to Garden Valley.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.37.23: Approve Restricted Fund Balance Reserve

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02-37-23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, 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.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED Authorize the City Administrator to transfer \$10,991.07 into a restricted fund balance reserve for Fire Escrow dollars in 2023.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.38.23: Approval to have step increases approved by department heads for employees or committee chair for department heads

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02-38-23, being seconded by Councilmember Scott Pream, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

UPCOMING MEETINGS

- Committee of Whole - February 7th Immediately following Council Meeting.
- 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.

INFORMATIONAL ITEMS

- Councilmember Mike Lorensen reminded community members to help remove snow around fire hydrants. The home they save may be their own.
- Mayor Holmer gave an update on 420 Davies property has been cleaned up.

ADJOURNMENT

There being no further discussion, Councilmember Jason Aarestad, being seconded by Councilmember Mike Lorensen to adjourn at 5:37 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 21st, 2023

SUMMARY OF DISBURSEMENTS

1/26/2023	AP PKT #506 - #2 PAYROLL	\$229,357.62
2/3/2023	AP PKT #511 - DIRECT PAYABLES	\$125.31
2/3/2023	AP PKT #512 - DIRECT PAYABLES	\$17,057.02
2/6/2023	AP PKT #513 - DIRECT PAYABLES	\$14,259.14
2/7/2023	AP PKT #514 - DIRECT PAYABLES	\$68,855.97
2/9/2023	AP PKT #515 - #3 PAYROLL	\$216.66
2/9/2023	AP PKT #516 - #3 PAYROLL	\$106,330.03
2/10/2023	AP PKT #518 - DIRECT PAYABLES	\$270.86
2/21/2023	AP PKT #521 - COUNCIL MEETING	\$167,843.85
GRAND TOTAL OF DISBURSEMENTS		\$604,316.46



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00506 - PYPKT00843 - 2023 01 26 #2 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...	INV0000659	01/27/2023	740-4870-63650	Senior Gold BC/BS Monthly bi...	BCBS Senior Gold Feb 2023		3,288.00
Vendor BLUE CROSS BLUE SHIELD OF MN Total:							3,288.00
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0000656	01/26/2023	740-20150	Payroll Taxes Payable	MEDICARE		6,755.26
INTERNAL REVENUE SERVICE	INV0000656	01/26/2023	740-20150	Payroll Taxes Payable	FED W/H		22,594.50
INTERNAL REVENUE SERVICE	INV0000656	01/26/2023	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		20,283.58
Vendor INTERNAL REVENUE SERVICE Total:							49,633.34
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIREM...	INV0000660	01/27/2023	100-4150-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIREM...	INV0000660	01/27/2023	100-4210-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIREM...	INV0000660	01/27/2023	100-4220-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIREM...	INV0000660	01/27/2023	100-4312-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIREM...	INV0000660	01/27/2023	100-4315-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIREM...	INV0000660	01/27/2023	100-4510-61340	MSRS HCSP	Retiree MSRS HCSP		100.00
MINNESOTA STATE RETIREM...	INV0000660	01/27/2023	100-4650-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIREM...	INV0000660	01/27/2023	690-4825-61340	MSRS HCSP	HCSP Retiree		100.00
Vendor MINNESOTA STATE RETIREMENT SYS Total:							1,000.00
Vendor: MINNESOTA TEAMSTERS NO. 320							
MINNESOTA TEAMSTERS NO....	INV0000653	01/26/2023	740-24000	Clearing Account	Union Dues		3,756.00
Vendor MINNESOTA TEAMSTERS NO. 320 Total:							3,756.00
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WITH...	INV0000655	01/26/2023	740-20160	State Withholding	State W/H Tax		10,718.54
MN DPT OF REVENUE - WITH...	INV0000662	02/06/2023	100-4670-62990	Misc. Operating Expense	Penalty & Interest for 4th Qtr...		0.37
MN DPT OF REVENUE - WITH...	INV0000662	02/06/2023	620-4840-62990	Misc. Operating Expense	Penalty & Interest for 4th Qtr...		0.12
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							10,719.03
Vendor: NORTHWEST SERVICE COOPERATIVE							
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	100-4150-61310	Health Insurance	Health Insurance Premium		4,161.98
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	100-4210-61310	Health Insurance	Health Insurance Premium		15,562.47
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	100-4220-61310	Health Insurance	Health Insurance Premium		3,932.95
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	100-4240-61310	Health Insurance	Health Insurance Premium		1,428.51
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	100-4312-61310	Health Insurance	Health Insurance Premium		6,992.63
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	100-4315-61310	Health Insurance	Health Insurance Premium		4,735.35
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	100-4510-61310	Health Insurance	Health Insurance Premium		1,252.22
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	100-4650-61310	Health Insurance	Health Insurance Premium		3,509.50
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	610-4825-61310	Health Insurance	Health Insurance Premium		7,101.13

Council Approval Register

Packet: APPKT00506 - PYPKT00843 - 2023 01 26 #2 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	620-4825-61310	Health Insurance	Health Insurance Premium		4,174.53
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	680-4825-61310	Health Insurance	Health Insurance Premium		4,311.90
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	690-4825-61310	Health Insurance	Health Insurance Premium		12,204.17
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	740-4870-63620	Employee BC/BS Monthly Bill...	Health Insurance Employee C...		17,484.32
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	740-4870-63660	Retiree BC/BS Monthly billing	Health Insurance Retiree		8,399.06
NORTHWEST SERVICE COOPE...	INV0000661	01/30/2023	820-4825-61310	Health Insurance	Health Insurance Premium		1,428.51
Vendor NORTHWEST SERVICE COOPERATIVE Total:							96,679.23
Vendor: P E R A OF MN							
P E R A OF MN	INV0000654	01/26/2023	740-20180	PERA Payable	PERA EE/ER DEF		234.26
P E R A OF MN	INV0000654	01/26/2023	740-20180	PERA Payable	PERA EE/ER COORD		22,988.92
P E R A OF MN	INV0000654	01/26/2023	740-20180	PERA Payable	PERA EE/ER P&F		20,331.70
Vendor P E R A OF MN Total:							43,554.88
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	100-4150-61330	Life Insurance	Life Ins Premium		79.90
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	100-4194-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	100-4210-61330	Life Insurance	Life Ins Premium		153.00
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	100-4220-61330	Life Insurance	Life Ins Premium		60.35
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	100-4240-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	100-4312-61330	Life Insurance	Life Ins Premium		65.45
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	100-4315-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	100-4650-61330	Life Insurance	Life Ins Premium		18.70
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	610-4825-61330	Life Insurance	Life Ins Premium		35.19
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	620-4825-61330	Life Insurance	Life Ins Premium		40.80
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	680-4825-61330	Life Insurance	Life Ins Premium		37.40
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	690-4825-61330	Life Insurance	Life Ins Premium		140.25
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	740-24000	Clearing Account	Life Ins Employee		436.82
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	740-4870-63640	Life Insurance - COBRA	Life Ins COBRA		164.31
SUN LIFE FINANCIAL - LIFE	INV0000652	01/26/2023	820-4825-61330	Life Insurance	Life Ins Premium		9.35
Vendor SUN LIFE FINANCIAL - LIFE Total:							1,319.72
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0000648	01/26/2023	740-24000	Clearing Account	Contributions Employee		2,434.09
Vendor VANTAGEPOINT ICMA Total:							2,434.09
Vendor: WEX BANK							
WEX BANK	INV0000651	01/26/2023	740-24000	Clearing Account	HSA		284.75
WEX BANK	INV0000657	01/26/2023	100-4150-61310	Health Insurance	HSA City Contribution		607.98
WEX BANK	INV0000657	01/26/2023	100-4210-61310	Health Insurance	HSA City Contribution		1,532.70
WEX BANK	INV0000657	01/26/2023	100-4220-61310	Health Insurance	HSA City Contribution		405.32
WEX BANK	INV0000657	01/26/2023	100-4312-61310	Health Insurance	HSA City Contribution		1,127.38
WEX BANK	INV0000657	01/26/2023	100-4315-61310	Health Insurance	HSA City Contribution		462.36
WEX BANK	INV0000657	01/26/2023	610-4825-61310	Health Insurance	HSA City Contribution		665.02
WEX BANK	INV0000657	01/26/2023	680-4825-61310	Health Insurance	HSA City Contribution		462.36
WEX BANK	INV0000657	01/26/2023	690-4825-61310	Health Insurance	HSA City Contribution		867.68

Council Approval Register

Packet: APPKT00506 - PYPKT00843 - 2023 01 26 #2 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
WEX BANK	INV0000657	01/26/2023	820-4825-61310	Health Insurance	HSA City Contribution		462.36
WEX BANK	INV0000658	01/26/2023	100-4150-61310	Health Insurance	VEBA City Contribution		202.66
WEX BANK	INV0000658	01/26/2023	100-4210-61310	Health Insurance	VEBA City Contribution		1,938.02
WEX BANK	INV0000658	01/26/2023	100-4220-61310	Health Insurance	VEBA City Contribution		867.68
WEX BANK	INV0000658	01/26/2023	100-4240-61310	Health Insurance	VEBA City Contribution		462.36
WEX BANK	INV0000658	01/26/2023	100-4312-61310	Health Insurance	VEBA City Contribution		1,070.34
WEX BANK	INV0000658	01/26/2023	100-4315-61310	Health Insurance	VEBA City Contribution		867.68
WEX BANK	INV0000658	01/26/2023	100-4510-61310	Health Insurance	VEBA City Contribution		202.66
WEX BANK	INV0000658	01/26/2023	100-4650-61310	Health Insurance	VEBA City Contribution		867.68
WEX BANK	INV0000658	01/26/2023	680-4825-61310	Health Insurance	VEBA City Contribution		867.68
WEX BANK	INV0000658	01/26/2023	690-4825-61310	Health Insurance	VEBA City Contribution		2,748.66
Vendor WEX BANK Total:							16,973.33
Grand Total:							229,357.62

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	53,546.40
610 - LIQUOR DISPENSARY	7,801.34
620 - WATER UTILITY FUND	4,215.45
680 - WASTEWATER UTILITY FUND	5,679.34
690 - ELECTRIC UTILITY FUND	16,060.76
740 - TRF HEALTH INSURANCE FUND	140,154.11
820 - GREENWOOD CEMETERY FUND	1,900.22
Grand Total:	229,357.62

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	4,972.62
100-4150-61330	Life Insurance	79.90
100-4150-61340	MSRS HCSP	200.00
100-4194-61330	Life Insurance	9.35
100-4210-61310	Health Insurance	19,033.19
100-4210-61330	Life Insurance	153.00
100-4210-61340	MSRS HCSP	100.00
100-4220-61310	Health Insurance	5,205.95
100-4220-61330	Life Insurance	60.35
100-4220-61340	MSRS HCSP	200.00
100-4240-61310	Health Insurance	1,890.87
100-4240-61330	Life Insurance	12.75
100-4312-61310	Health Insurance	9,190.35
100-4312-61330	Life Insurance	65.45
100-4312-61340	MSRS HCSP	100.00
100-4315-61310	Health Insurance	6,065.39
100-4315-61330	Life Insurance	56.10
100-4315-61340	MSRS HCSP	100.00
100-4510-61310	Health Insurance	1,454.88
100-4510-61340	MSRS HCSP	100.00
100-4650-61310	Health Insurance	4,377.18
100-4650-61330	Life Insurance	18.70
100-4650-61340	MSRS HCSP	100.00
100-4670-62990	Misc. Operating Expense	0.37
610-4825-61310	Health Insurance	7,766.15
610-4825-61330	Life Insurance	35.19
620-4825-61310	Health Insurance	4,174.53
620-4825-61330	Life Insurance	40.80
620-4840-62990	Misc. Operating Expense	0.12
680-4825-61310	Health Insurance	5,641.94
680-4825-61330	Life Insurance	37.40

Account Summary

Account Number	Account Name	Expense Amount
690-4825-61310	Health Insurance	15,820.51
690-4825-61330	Life Insurance	140.25
690-4825-61340	MSRS HCSP	100.00
740-20150	Payroll Taxes Payable	49,633.34
740-20160	State Withholding	10,718.54
740-20180	PERA Payable	43,554.88
740-24000	Clearing Account	6,911.66
740-4870-63620	Employee BC/BS Monthly...	17,484.32
740-4870-63640	Life Insurance - COBRA	164.31
740-4870-63650	Senior Gold BC/BS Month...	3,288.00
740-4870-63660	Retiree BC/BS Monthly bill..	8,399.06
820-4825-61310	Health Insurance	1,890.87
820-4825-61330	Life Insurance	9.35
Grand Total:		229,357.62

Project Account Summary

Project Account Key	Expense Amount
None	229,357.62
Grand Total:	229,357.62



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00511 - 02/03/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC I...	JAN 2023	02/03/2023	740-20300	Flex Payroll Deductions	FLEX PAYOUT- 2ND HALF JAN...		125.31
Vendor BRADY MARTZ & ASSOC PC INC Total:							125.31
Grand Total:							125.31

Fund Summary		
Fund		Expense Amount
740 - TRF HEALTH INSURANCE FUND		125.31
	Grand Total:	125.31

Account Summary		
Account Number	Account Name	Expense Amount
740-20300	Flex Payroll Deductions	125.31
	Grand Total:	125.31

Project Account Summary		
Project Account Key		Expense Amount
None		125.31
	Grand Total:	125.31



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00512 - 02/03/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: FARMERS UNION OIL COMPANY							
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	100-4194-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		72.22
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		1,625.84
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		203.45
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	100-4220-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		360.46
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	100-4240-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		42.96
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		5,847.12
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	100-4315-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		826.74
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	100-4510-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		1,545.35
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	100-4650-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		42.45
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	620-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		423.27
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	680-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		618.43
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		1,405.72
FARMERS UNION OIL COMP...	DEC 2022	12/30/2022	820-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - DEC 2022		355.13
Vendor FARMERS UNION OIL COMPANY Total:							13,369.14
Vendor: PENNINGTON CO HUMANE SOCIETY							
PENNINGTON CO HUMANE S...	JAN 2023	01/31/2023	100-4210-63100	Animal Control	2023 ANIMAL CONTROL SERV...		1,400.00
Vendor PENNINGTON CO HUMANE SOCIETY Total:							1,400.00
Vendor: POWERPLAN							
POWERPLAN	P4320209	01/10/2023	100-4312-62210	Equipment Maint & Repair	SENSOR		499.70
POWERPLAN	P4328409	01/12/2023	100-4312-62210	Equipment Maint & Repair	SWITCH		487.53
POWERPLAN	P4359109	01/24/2023	100-4312-62210	Equipment Maint & Repair	3' EDGES		1,300.65
Vendor POWERPLAN Total:							2,287.88
Grand Total:							17,057.02

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	14,254.47
620 - WATER UTILITY FUND	423.27
680 - WASTEWATER UTILITY FUND	618.43
690 - ELECTRIC UTILITY FUND	1,405.72
820 - GREENWOOD CEMETERY FUND	355.13
Grand Total:	17,057.02

Account Summary

Account Number	Account Name	Expense Amount
100-4194-62120	Gas-Oil-Lube	72.22
100-4210-62120	Gas-Oil-Lube	1,829.29
100-4210-63100	Animal Control	1,400.00
100-4220-62120	Gas-Oil-Lube	360.46
100-4240-62120	Gas-Oil-Lube	42.96
100-4312-62120	Gas-Oil-Lube	5,847.12
100-4312-62210	Equipment Maint & Repair	2,287.88
100-4315-62120	Gas-Oil-Lube	826.74
100-4510-62120	Gas-Oil-Lube	1,545.35
100-4650-62120	Gas-Oil-Lube	42.45
620-4840-62120	Gas-Oil-Lube	423.27
680-4840-62120	Gas-Oil-Lube	618.43
690-4840-62120	Gas-Oil-Lube	1,405.72
820-4840-62120	Gas-Oil-Lube	355.13
Grand Total:		17,057.02

Project Account Summary

Project Account Key	Expense Amount
None	17,057.02
Grand Total:	17,057.02



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00513 - 02/06/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	123944	12/05/2022	620-4840-62990	Misc. Operating Expense	PACKING TAPE / RECIP BLADE...		47.97
ACE HARDWARE	124081	12/07/2022	620-4840-62990	Misc. Operating Expense	WTP SUPPLIES		53.15
ACE HARDWARE	124497	12/12/2022	100-4220-62230	Building Maint & Repair	KITCHEN FAUCET		138.93
ACE HARDWARE	124582	12/12/2022	620-4850-62230	Building Maint & Repair	BATTERIES - DOOR OPENERS		22.96
ACE HARDWARE	124622	12/13/2022	100-4220-62210	Equipment Maint & Repair	PLUMBING SUPPLIES - '05		3.87
ACE HARDWARE	125568	12/27/2022	100-4194-62990	Misc. Operating Expense	GORILLA MNTG TAPE		17.18
Vendor ACE HARDWARE Total:							284.06
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ...	11xxckhl74kg	01/20/2023	100-4192-62020	Computer Supplies	i t supplies		7.59
AMAZON CAPITAL SERVICES ...	16416d49ndgx	01/02/2023	100-4192-63020	Computer Maintenance & lic...	I T SUPPLIES		37.99
AMAZON CAPITAL SERVICES ...	17t1hd4tcjtl	01/20/2023	100-4210-62010	Office Supplies	PRINTER INK CARTRIDGES		380.34
AMAZON CAPITAL SERVICES ...	17t1hd4tcjtl	01/20/2023	100-4210-62880	Personal Protective Equipme...	DUTY PANTS - M ROFF		163.98
AMAZON CAPITAL SERVICES ...	17t1hd4tcjtl	01/20/2023	100-4210-62990	Misc. Operating Expense	ALCOHOL WIPES		8.95
AMAZON CAPITAL SERVICES ...	19fh6ryd9nld	01/20/2023	100-4210-62400	Small Tools and Minor Equip	ladder		159.99
AMAZON CAPITAL SERVICES ...	1dp1pkfvg97p	01/21/2023	690-4840-62990	Misc. Operating Expense	BAND SAW PIECES		11.68
AMAZON CAPITAL SERVICES ...	1lpll4dw6qh4	01/18/2023	100-4192-62020	Computer Supplies	ETHERNET PATCH CABLES		28.99
AMAZON CAPITAL SERVICES ...	1p6dqn3nrgvg	01/02/2023	100-4650-62010	Office Supplies	CORK BOARD / LAMINATING ...		222.26
AMAZON CAPITAL SERVICES ...	1pxvcrgnvjxy	01/28/2023	100-4650-62020	Computer Supplies	IPHONE ACCESSORIES		29.94
AMAZON CAPITAL SERVICES ...	1wd4gkj9wmc	01/06/2023	100-4312-62990	Misc. Operating Expense	ENTRANCE MATS		173.43
AMAZON CAPITAL SERVICES ...	1wd4gkj9wmc	01/06/2023	100-4315-62990	Misc. Operating Expense	ENTRANCE MATS		173.43
AMAZON CAPITAL SERVICES ...	1wdw3cpd1r7m	01/23/2023	690-4840-62020	Computer Supplies	LOCATES CELL PHONE ACCES...		43.82
AMAZON CAPITAL SERVICES ...	1x11g6tw6vxx	01/06/2023	690-4840-62020	Computer Supplies	INK CARTRIDGE - POWER PL...		23.98
AMAZON CAPITAL SERVICES ...	1yv7jmqd4jtp	01/31/2023	100-4671-62200	System Expense	IPAD CASE		177.99
Vendor AMAZON CAPITAL SERVICES INC Total:							1,644.36
Vendor: AUTO VALUE T R F							
AUTO VALUE T R F	9603748	11/29/2022	100-4312-62240	Department Maint & Repair	WELDING SUPPLIES		38.91
AUTO VALUE T R F	9603906	11/30/2022	100-4312-62240	Department Maint & Repair	WELDING SUPPLIES		24.99
AUTO VALUE T R F	9603969	11/30/2022	680-4850-62210	Equipment Maint & Repair	FRONT BRAKE / DISC - '15 R...		125.98
AUTO VALUE T R F	9604112	12/01/2022	680-4840-62120	Gas-Oil-Lube	OIL FILTERS / AIR FILTERS / OIL		329.42
AUTO VALUE T R F	9604113	12/01/2022	680-4840-62120	Gas-Oil-Lube	OIL		-143.76
AUTO VALUE T R F	9604894	12/07/2022	680-4850-62210	Equipment Maint & Repair	4" PUMP REPAIR		50.22
AUTO VALUE T R F	9604905	12/07/2022	680-4850-62210	Equipment Maint & Repair	4" PUMP REPAIR		67.96
AUTO VALUE T R F	9605366	12/12/2022	680-4840-62120	Gas-Oil-Lube	OIL FILTERS / AIR FILTERS - '15..		42.08
AUTO VALUE T R F	9605431	12/12/2022	100-4312-62210	Equipment Maint & Repair	LIGHT BULBS		44.92
AUTO VALUE T R F	9605696	12/14/2022	620-4850-62210	Equipment Maint & Repair	4" PUMP REAPIR		21.95
AUTO VALUE T R F	9605923	12/16/2022	100-4312-62210	Equipment Maint & Repair	PERMATAX GLUE		22.99

Council Approval Register

Packet: APPKT00513 - 02/06/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
AUTO VALUE T R F	9605992	12/16/2022	100-4312-62240	Department Maint & Repair	SHOP SUPPLIES		287.82
AUTO VALUE T R F	9606194	12/19/2022	620-4840-62120	Gas-Oil-Lube	4 CYCLE - SMALL PUMPS		11.99
AUTO VALUE T R F	9606279	12/20/2022	620-4850-62230	Building Maint & Repair	HVAC FILTERS		39.94
AUTO VALUE T R F	9606494	12/21/2022	620-4850-62210	Equipment Maint & Repair	YELLOW PRIME - 2000 FORD ...		36.27
AUTO VALUE T R F	9606538	12/21/2022	620-4850-62230	Building Maint & Repair	AIR FILTER - DIST SHOP		19.38
AUTO VALUE T R F	9606882	12/23/2022	100-4510-62210	Equipment Maint & Repair	PULLEY		13.99
AUTO VALUE T R F	9606897	12/23/2022	100-4510-62210	Equipment Maint & Repair	BELT		94.99
Vendor AUTO VALUE T R F Total:							1,130.04

Vendor: CAPITAL ONE

CAPITAL ONE	00181	01/10/2023	100-4210-62990	Misc. Operating Expense	POWERSTRIPS / HARDDRIVE		59.39
CAPITAL ONE	01042	01/17/2023	100-4194-62990	Misc. Operating Expense	MISC SUPPLIES		95.49
CAPITAL ONE	03948	01/05/2023	680-4840-62020	Computer Supplies	SCADA MONITOR - DIST OFC		399.71
CAPITAL ONE	07382	12/22/2022	620-4850-62210	Equipment Maint & Repair	SPEAKER - CAT BACKHOE		61.99
Vendor CAPITAL ONE Total:							616.58

Vendor: CARDMEMBER SERVICE

CARDMEMBER SERVICE	DEC 2022/JAN 2023	01/18/2023	100-4210-63020	Computer Maintenance & lic...	BWC LICENSING		164.00
CARDMEMBER SERVICE	DEC 2022/JAN 2023	01/18/2023	100-4240-64370	Taxes and Licenses	BLDG OFC LICENSE RENEWAL		65.00
CARDMEMBER SERVICE	DEC 2022/JAN 2023	01/18/2023	100-4312-62230	Building Maint & Repair	ELECTRICAL PERMIT - WELDI...		75.00
CARDMEMBER SERVICE	DEC 2022/JAN 2023	01/18/2023	100-4315-62010	Office Supplies	JAN SUBSCRIPTION - EMAILI...		13.49
CARDMEMBER SERVICE	DEC 2022/JAN 2023	01/18/2023	100-4670-62010	Office Supplies	1095 FORMS & ENVELOPES		195.30
CARDMEMBER SERVICE	DEC 2022/JAN 2023	01/18/2023	620-4840-62010	Office Supplies	JAN SUBSCRIPTION - EMAILI...		31.48
CARDMEMBER SERVICE	DEC 2022/JAN 2023	01/18/2023	680-4840-62010	Office Supplies	JAN SUBSCRIPTION - EMAILI...		9.00
CARDMEMBER SERVICE	DEC 2022/JAN 2023	01/18/2023	690-4840-62010	Office Supplies	JAN SUBSCRIPTION - EMAILI...		35.98
CARDMEMBER SERVICE	DEC 2022/JAN 2023	01/18/2023	690-4840-62120	Gas-Oil-Lube	GREASE - EQUIPMENT		116.69
CARDMEMBER SERVICE	DEC 2022/JAN 2023	01/18/2023	690-4890-63020	Computer Maintenance & lic...	PING PLOTTER		30.99
Vendor CARDMEMBER SERVICE Total:							736.93

Vendor: EAZY PACK N SHIP

EAZY PACK N SHIP	10939	12/06/2022	680-4840-62170	Field Supplies	FREIGHT CHARGES - DEC 2022		15.96
EAZY PACK N SHIP	11041	12/13/2022	620-4840-62170	Field Supplies	FREIGHT CHARGES - DEC 2022		121.25
EAZY PACK N SHIP	11278	01/03/2023	620-4840-62170	Field Supplies	FREIGHT CHARGES - JAN 2023		136.35
EAZY PACK N SHIP	11351	01/10/2023	620-4840-62170	Field Supplies	FREIGHT CHARGES - JAN 2023		137.34
EAZY PACK N SHIP	11413	01/17/2023	620-4840-62170	Field Supplies	FREIGHT CHARGES		115.73
EAZY PACK N SHIP	11420	01/18/2023	690-4850-62350	Power Plant/Dam Maint	FREIGHT CHARGES - JAN 2023		16.91
EAZY PACK N SHIP	11508	01/31/2023	680-4840-62170	Field Supplies	FREIGHT CHARGES - 11508		22.34
Vendor EAZY PACK N SHIP Total:							565.88

Vendor: GARDEN VALLEY TECHNOLOGIES

GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	100-4150-63210	Communication Expense	PHONE CHARGES - JAN 2023		392.48
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	100-4150-63210	Communication Expense	DDD CHARGES - JAN 2023		11.02
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	100-4220-63210	Communication Expense	PHONE CHARGES - JAN 2023		66.95
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	100-4240-63210	Communication Expense	PHONE CHARGES - JAN 2023		36.98
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	100-4312-63210	Communication Expense	PHONE CHARGES - JAN 2023		41.99
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	100-4315-63210	Communication Expense	PHONE CHARGES - JAN 2023		41.98

Council Approval Register

Packet: APPKT00513 - 02/06/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	100-4510-63210	Communication Expense	PHONE CHARGES - JAN 2023		48.99
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	100-4570-63210	Communication Expense	PHONE CHARGES - JAN 2023		9.99
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	100-4650-63210	Communication Expense	PHONE CHARGES - JAN 2023		137.97
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	610-4830-63210	Communication Expense	PHONE CHARGES - JAN 2023		80.98
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	620-4830-63210	Communication Expense	PHONE CHARGES - JAN 2023		222.87
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	630-4830-63210	Communication Expense	PHONE CHARGES - JAN 2023		281.85
GARDEN VALLEY TECHNOLOG...	101213240	01/10/2023	690-4830-63210	Communication Expense	PHONE CHARGES - JAN 2023		341.91
Vendor GARDEN VALLEY TECHNOLOGIES Total:							1,715.96
Vendor: L & M SUPPLY INC							
L & M SUPPLY INC	2015082	12/02/2022	100-4315-62880	Personal Protective Equipme...	PPE - GLOVES		88.28
L & M SUPPLY INC	2015160	12/02/2022	680-4850-62220	Lift Station and Pond Maint &...	RECHARGABLE BATTERIES - LI...		9.99
L & M SUPPLY INC	2017050	12/05/2022	100-4510-62210	Equipment Maint & Repair	BOLTS		3.38
L & M SUPPLY INC	2018390	12/07/2022	100-4312-62240	Department Maint & Repair	EXTENSION CORDS		68.26
L & M SUPPLY INC	2018404	12/07/2022	680-4840-62120	Gas-Oil-Lube	ANTI FREEZE		10.99
L & M SUPPLY INC	2019159	12/08/2022	620-4840-62990	Misc. Operating Expense	ICE MELT / CLEAN WIPES / FL...		76.94
L & M SUPPLY INC	2022847	12/13/2022	100-4312-62990	Misc. Operating Expense	WISK BROOMS		11.97
L & M SUPPLY INC	2028066	12/20/2022	100-4312-62210	Equipment Maint & Repair	PLOW MARKERS		29.99
L & M SUPPLY INC	2029239	12/21/2022	100-4312-62210	Equipment Maint & Repair	BLADE GREASE		30.97
L & M SUPPLY INC	2030310	12/22/2022	690-4840-62880	Personal Protective Equipme...	PPE FR JEANS - J KINSMAN		224.97
L & M SUPPLY INC	2030465	12/22/2022	690-4840-62880	Personal Protective Equipme...	PPE FR JEAN - S ZAVORAL		199.90
L & M SUPPLY INC	2030609	12/22/2022	690-4840-62880	Personal Protective Equipme...	PPE FR JEANS / SHIRTS - J DAV..		514.87
L & M SUPPLY INC	2031274	12/23/2022	690-4850-62230	Building Maint & Repair	HEATER - SERVICE ROOM		99.99
L & M SUPPLY INC	2031944	12/23/2022	100-4315-62880	Personal Protective Equipme...	HI VISIBLE PPE - JACKETS		354.98
L & M SUPPLY INC	2035407	12/28/2022	690-4840-62990	Misc. Operating Expense	SCOOP SHOVEL = #111		23.99
Vendor L & M SUPPLY INC Total:							1,749.47
Vendor: MINNESOTA ENERGY GROUP-00002							
MINNESOTA ENERGY GROUP...	4437941475	01/17/2023	100-4312-63890	Utilities Expense	GAS METER READING - DEC 2...		910.17
MINNESOTA ENERGY GROUP...	4437941475	01/17/2023	100-4315-63890	Utilities Expense	GAS METER READING - DEC 2...		721.15
MINNESOTA ENERGY GROUP...	4437941475	01/17/2023	100-4510-63890	Utilities Expense	GAS METER READING - DEC 2...		309.06
MINNESOTA ENERGY GROUP...	4437941475	01/17/2023	100-4510-63890	Utilities Expense	GAS METER READING - DEC 2...		159.32
Vendor MINNESOTA ENERGY GROUP-00002 Total:							2,099.70
Vendor: MINNESOTA ENERGY GROUP-00005							
MINNESOTA ENERGY GROUP...	4456916586	02/01/2023	690-4830-63890	Utilities Expense	GAS METER READING - JAN 2...		2,075.06
Vendor MINNESOTA ENERGY GROUP-00005 Total:							2,075.06
Vendor: VERIZON WIRELESS #786782900							
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		40.01
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		51.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4150-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4192-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		40.01
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4194-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14

Council Approval Register

Packet: APPKT00513 - 02/06/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4210-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4240-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4510-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4510-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	100-4650-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	610-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	610-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	620-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		40.05
VERIZON WIRELESS #786782...	9925906966	01/21/2023	650-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	680-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		71.13
VERIZON WIRELESS #786782...	9925906966	01/21/2023	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	690-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
VERIZON WIRELESS #786782...	9925906966	01/21/2023	820-4830-63210	Communication Expense	WIRELESS PHONE CHARGES - ...		41.14
Vendor VERIZON WIRELESS #786782900 Total:							1,641.10
Grand Total:							14,259.14

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	7,474.40
610 - LIQUOR DISPENSARY	163.26
620 - WATER UTILITY FUND	1,279.89
630 - ARENAS - VENUWORKS	281.85
650 - TOURIST PARK - VENUWORKS	41.14
680 - WASTEWATER UTILITY FUND	981.03
690 - ELECTRIC UTILITY FUND	3,996.43
820 - GREENWOOD CEMETERY FUND	41.14
Grand Total:	14,259.14

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63210	Communication Expense	576.93
100-4192-62020	Computer Supplies	36.58
100-4192-63020	Computer Maintenance & ..	37.99
100-4192-63210	Communication Expense	40.01
100-4194-62990	Misc. Operating Expense	112.67
100-4194-63210	Communication Expense	41.14
100-4210-62010	Office Supplies	380.34
100-4210-62400	Small Tools and Minor Equ..	159.99
100-4210-62880	Personal Protective Equi...	163.98
100-4210-62990	Misc. Operating Expense	68.34
100-4210-63020	Computer Maintenance & ..	164.00
100-4210-63210	Communication Expense	658.24
100-4220-62210	Equipment Maint & Repair	3.87
100-4220-62230	Building Maint & Repair	138.93
100-4220-63210	Communication Expense	66.95
100-4240-63210	Communication Expense	78.12
100-4240-64370	Taxes and Licenses	65.00
100-4312-62210	Equipment Maint & Repair	128.87
100-4312-62230	Building Maint & Repair	75.00
100-4312-62240	Department Maint & Repa..	419.98
100-4312-62990	Misc. Operating Expense	185.40
100-4312-63210	Communication Expense	41.99
100-4312-63890	Utilities Expense	910.17
100-4315-62010	Office Supplies	13.49
100-4315-62880	Personal Protective Equi...	443.26
100-4315-62990	Misc. Operating Expense	173.43
100-4315-63210	Communication Expense	41.98
100-4315-63890	Utilities Expense	721.15
100-4510-62210	Equipment Maint & Repair	112.36
100-4510-63210	Communication Expense	131.27

Account Summary

Account Number	Account Name	Expense Amount
100-4510-63890	Utilities Expense	468.38
100-4570-63210	Communication Expense	9.99
100-4650-62010	Office Supplies	222.26
100-4650-62020	Computer Supplies	29.94
100-4650-63210	Communication Expense	179.11
100-4670-62010	Office Supplies	195.30
100-4671-62200	System Expense	177.99
610-4830-63210	Communication Expense	163.26
620-4830-63210	Communication Expense	345.20
620-4840-62010	Office Supplies	31.48
620-4840-62120	Gas-Oil-Lube	11.99
620-4840-62170	Field Supplies	510.67
620-4840-62990	Misc. Operating Expense	178.06
620-4850-62210	Equipment Maint & Repair	120.21
620-4850-62230	Building Maint & Repair	82.28
630-4830-63210	Communication Expense	281.85
650-4830-63210	Communication Expense	41.14
680-4830-63210	Communication Expense	41.14
680-4840-62010	Office Supplies	9.00
680-4840-62020	Computer Supplies	399.71
680-4840-62120	Gas-Oil-Lube	238.73
680-4840-62170	Field Supplies	38.30
680-4850-62210	Equipment Maint & Repair	244.16
680-4850-62220	Lift Station and Pond Mai...	9.99
690-4830-63210	Communication Expense	577.60
690-4830-63890	Utilities Expense	2,075.06
690-4840-62010	Office Supplies	35.98
690-4840-62020	Computer Supplies	67.80
690-4840-62120	Gas-Oil-Lube	116.69
690-4840-62880	Personal Protective Equi...	939.74
690-4840-62990	Misc. Operating Expense	35.67
690-4850-62230	Building Maint & Repair	99.99
690-4850-62350	Power Plant/Dam Maint	16.91
690-4890-63020	Computer Maintenance & ..	30.99
820-4830-63210	Communication Expense	41.14
Grand Total:		14,259.14

Project Account Summary

Project Account Key	Expense Amount
None	14,259.14
Grand Total:	14,259.14



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00514 - 02/07/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: CORE-MARK MIDCONTINENT INC							
CORE-MARK MIDCONTINENT ...	9159598	01/25/2023	610-4810-62590	Misc. Mdse for Resale	TOBACCO PURCHASE		2,989.79
Vendor CORE-MARK MIDCONTINENT INC Total:							2,989.79
Vendor: COUNTRY INN & SUITES ST CLOUD							
COUNTRY INN & SUITES ST C...	81245	01/31/2023	100-4210-63320	Training Expense	LODGING - J STEER		110.62
COUNTRY INN & SUITES ST C...	81245	01/31/2023	100-4210-63320	Training Expense	LODGING - K JOHNSRUD		110.62
Vendor COUNTRY INN & SUITES ST CLOUD Total:							221.24
Vendor: EVANS SCRAP AND STEEL INC							
EVANS SCRAP AND STEEL INC	022044	01/18/2023	100-4312-62240	Department Maint & Repair	WELDING WIRE		149.99
Vendor EVANS SCRAP AND STEEL INC Total:							149.99
Vendor: GOPHER STATE ONE CALL							
GOPHER STATE ONE CALL	3010787	01/31/2023	690-4850-62360	Distribution Maint	BILLABLE LOCATES - JAN 2023		2.70
Vendor GOPHER STATE ONE CALL Total:							2.70
Vendor: IHLE SPARBY AND HAASE PA							
IHLE SPARBY AND HAASE PA	03088	01/29/2023	100-4160-63040	Legal Fees	LITIGATION SERVICES - 420 D...		1,351.50
IHLE SPARBY AND HAASE PA	03101	02/01/2023	100-4160-63040	Legal Fees	CRIMINAL SERVICES - JAN 20...		5,250.00
IHLE SPARBY AND HAASE PA	03102	02/01/2023	100-4160-63040	Legal Fees	CONTRACT SERVICES - JAN 2...		2,600.00
Vendor IHLE SPARBY AND HAASE PA Total:							9,201.50
Vendor: INTERSTATE BILLING SERVICE							
INTERSTATE BILLING SERVICE	16933G	01/03/2023	100-4510-62210	Equipment Maint & Repair	VALVE - #5425		825.88
INTERSTATE BILLING SERVICE	16985G	01/04/2023	100-4510-62210	Equipment Maint & Repair	MIRROR - #5425		72.27
Vendor INTERSTATE BILLING SERVICE Total:							898.15
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQUOR	219222	12/30/2022	610-4810-62530	Wine for Resale	WINE CREDIT		-24.88
JOHNSON BROTHERS LIQUOR	2220382	01/16/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		11,387.17
JOHNSON BROTHERS LIQUOR	2220383	01/16/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		5,127.00
JOHNSON BROTHERS LIQUOR	2220384	01/16/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		69.00
JOHNSON BROTHERS LIQUOR	2224760	01/23/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		7,289.50
JOHNSON BROTHERS LIQUOR	2224761	01/23/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		5,489.62
JOHNSON BROTHERS LIQUOR	226499	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-47.00
JOHNSON BROTHERS LIQUOR	226500	12/30/2022	610-4810-62530	Wine for Resale	WINE CREDIT		-81.43
JOHNSON BROTHERS LIQUOR	226501	12/30/2022	610-4810-62530	Wine for Resale	WINE CREDIT		-12.67
JOHNSON BROTHERS LIQUOR	226502	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-112.00
JOHNSON BROTHERS LIQUOR	226503	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-216.00
JOHNSON BROTHERS LIQUOR	226504	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-277.80
JOHNSON BROTHERS LIQUOR	226505	12/30/2022	610-4810-62530	Wine for Resale	WINE CREDIT		-72.00

Council Approval Register

Packet: APPKT00514 - 02/07/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
JOHNSON BROTHERS LIQUOR	226506	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-47.00
JOHNSON BROTHERS LIQUOR	226507	12/30/2022	610-4810-62530	Wine for Resale	WINE CREDIT		-10.66
JOHNSON BROTHERS LIQUOR	226508	12/30/2022	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-926.00
JOHNSON BROTHERS LIQUOR	231540	12/30/2022	610-4810-62530	Wine for Resale	WINE CREDIT		-264.00
Vendor JOHNSON BROTHERS LIQUOR Total:							27,270.85
Vendor: LITTLE FALLS MACHINE INC							
LITTLE FALLS MACHINE INC	366635	01/19/2023	100-4312-62210	Equipment Maint & Repair	SHAFT / UBS LEG HANGER		462.16
Vendor LITTLE FALLS MACHINE INC Total:							462.16
Vendor: MHSRC/RANGE							
MHSRC/RANGE	337900-9803	02/01/2023	100-4210-63320	Training Expense	REG FEE - EVOC CLASS / JOH...		490.00
MHSRC/RANGE	337900-9803	02/01/2023	100-4210-63320	Training Expense	REG FEE - EVOC CLASS / STEER		490.00
Vendor MHSRC/RANGE Total:							980.00
Vendor: NELSON EQUIPMENT OF T R F INC							
NELSON EQUIPMENT OF T R F...	CT137810	01/04/2023	100-4312-62210	Equipment Maint & Repair	PARTS - #5511		37.21
NELSON EQUIPMENT OF T R F...	CT137872	01/09/2023	100-4312-62210	Equipment Maint & Repair	PARTS - #5511		37.21
NELSON EQUIPMENT OF T R F...	CT137876	01/10/2023	100-4315-62210	Equipment Maint & Repair	FAN - SNOWBLOWER		948.56
Vendor NELSON EQUIPMENT OF T R F INC Total:							1,022.98
Vendor: NORTHDALE OIL INC							
NORTHDALE OIL INC	JAN 2023	01/31/2023	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES		1,610.28
NORTHDALE OIL INC	JAN 2023	01/31/2023	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - JAN 2023		210.43
NORTHDALE OIL INC	JAN 2023	01/31/2023	100-4210-62990	Misc. Operating Expense	CAR WASHES - JAN 2023		36.30
NORTHDALE OIL INC	JAN 2023	01/31/2023	100-4220-62120	Gas-Oil-Lube	FUEL PURCHASES - JAN 2023		26.50
NORTHDALE OIL INC	JAN 2023	01/31/2023	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - JAN 2023		3,591.34
NORTHDALE OIL INC	JAN 2023	01/31/2023	100-4315-62120	Gas-Oil-Lube	FUEL PURCHASES - JAN 2023		1,800.10
NORTHDALE OIL INC	JAN 2023	01/31/2023	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - JAN 2023		187.88
Vendor NORTHDALE OIL INC Total:							7,462.83
Vendor: NORTHERN STATE BANK							
NORTHERN STATE BANK	JAN 2023	01/31/2023	100-4150-63030	Contracts Expense	MONTHLY SERVICE CHARGE - ...		300.00
Vendor NORTHERN STATE BANK Total:							300.00
Vendor: O'REILLY AUTOMOTIVE INC							
O'REILLY AUTOMOTIVE INC	1519-325842	01/09/2023	100-4210-62990	Misc. Operating Expense	LIGHT BULBS		66.94
Vendor O'REILLY AUTOMOTIVE INC Total:							66.94
Vendor: PITNEY BOWES BANK INC PURCHASE POWER							
PITNEY BOWES BANK INC PU...	JAN 2023	01/31/2023	100-4670-62010	Office Supplies	POSTAGE METER REFILL		208.99
Vendor PITNEY BOWES BANK INC PURCHASE POWER Total:							208.99
Vendor: S&P GLOBAL RATINGS							
S&P GLOBAL RATINGS	11447999	02/06/2023	690-4710-66210	Analysis Services	2023 ANALYTICAL SERVICES - ...		2,600.00
Vendor S&P GLOBAL RATINGS Total:							2,600.00

Council Approval Register

Packet: APPKT00514 - 02/07/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: SANFORD HEALTH							
SANFORD HEALTH	316684460	01/04/2023	100-4210-63120	Lab Tests	BLOOD DRAWS (2)		122.00
Vendor SANFORD HEALTH Total:							122.00
Vendor: SHAUN HOFFART							
SHAUN HOFFART	REIMB 01 20 23	01/20/2023	100-4210-62120	Gas-Oil-Lube	REIMBURSE EXPENSES - GAS...		55.42
SHAUN HOFFART	REIMB 01 20 23	01/20/2023	100-4210-62120	Gas-Oil-Lube	REIMBURSE EXPENSES - GAS...		56.29
SHAUN HOFFART	REIMB 01 20 23	01/20/2023	100-4210-63320	Training Expense	REIMBURSE EXPENSES - MEA...		210.37
SHAUN HOFFART	REIMB 01 20 23	01/20/2023	100-4210-63320	Training Expense	REIMBURSE EXPENSES - MEA...		175.61
Vendor SHAUN HOFFART Total:							497.69
Vendor: STEVEN O KVASAGER							
STEVEN O KVASAGER	002512	01/27/2023	690-4890-63030	Contracts Expense	FIRE MONITORING CONTRAC...		19.50
Vendor STEVEN O KVASAGER Total:							19.50
Vendor: T R F CONVENTION &							
T R F CONVENTION &	DEC 2022	02/01/2023	100-4670-63030	Contracts Expense	LODGING TAX - DEC 2022		13,045.29
Vendor T R F CONVENTION & Total:							13,045.29
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	31X00250	01/31/2023	100-4315-63030	Contracts Expense	JAN 2023 APARTMENT COLLE...		162.50
WASTE MASTERS LLC	31X05675	01/31/2023	100-4194-62990	Misc. Operating Expense	RECYCLING - CITY DEPOT		54.00
WASTE MASTERS LLC	31X05676	01/31/2023	100-4670-62990	Misc. Operating Expense	ROLLOFFS / RECYCLING - 420...		1,116.87
Vendor WASTE MASTERS LLC Total:							1,333.37
Grand Total:							68,855.97

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	35,785.25
610 - LIQUOR DISPENSARY	30,260.64
690 - ELECTRIC UTILITY FUND	2,810.08
Grand Total:	68,855.97

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63030	Contracts Expense	300.00
100-4160-63040	Legal Fees	9,201.50
100-4194-62990	Misc. Operating Expense	54.00
100-4210-62120	Gas-Oil-Lube	1,932.42
100-4210-62990	Misc. Operating Expense	103.24
100-4210-63120	Lab Tests	122.00
100-4210-63320	Training Expense	1,587.22
100-4220-62120	Gas-Oil-Lube	26.50
100-4312-62120	Gas-Oil-Lube	3,591.34
100-4312-62210	Equipment Maint & Repair	536.58
100-4312-62240	Department Maint & Repa..	149.99
100-4315-62120	Gas-Oil-Lube	1,800.10
100-4315-62210	Equipment Maint & Repair	948.56
100-4315-63030	Contracts Expense	162.50
100-4510-62210	Equipment Maint & Repair	898.15
100-4670-62010	Office Supplies	208.99
100-4670-62990	Misc. Operating Expense	1,116.87
100-4670-63030	Contracts Expense	13,045.29
610-4810-62510	Liquor for Resale	17,050.87
610-4810-62530	Wine for Resale	10,150.98
610-4810-62540	Soft Drinks/Mix for Resale	69.00
610-4810-62590	Misc. Mdse for Resale	2,989.79
690-4710-66210	Analysis Services	2,600.00
690-4840-62120	Gas-Oil-Lube	187.88
690-4850-62360	Distribution Maint	2.70
690-4890-63030	Contracts Expense	19.50
Grand Total:		68,855.97

Project Account Summary

Project Account Key	Expense Amount
None	68,855.97
Grand Total:	68,855.97



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00515 - PYPKT00861 - 2023 02 09 #3 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VSP INSURANCE CO							
VSP INSURANCE CO	INV0000664	02/09/2023	740-24000	Clearing Account	FLEX VISION		195.80
VSP INSURANCE CO	INV0000664	02/09/2023	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: APPKT00516 - PYPKT00861 - 2023 02 09 #3 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...	INV0000672	02/09/2023	740-4870-63650	Senior Gold BC/BS Monthly bi...	March 2023 BCBS Senior Gold		3,288.00
Vendor BLUE CROSS BLUE SHIELD OF MN Total:							3,288.00
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0000671	02/09/2023	740-20150	Payroll Taxes Payable	MEDICARE		6,459.66
INTERNAL REVENUE SERVICE	INV0000671	02/09/2023	740-20150	Payroll Taxes Payable	FED W/H		20,795.44
INTERNAL REVENUE SERVICE	INV0000671	02/09/2023	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		19,557.36
Vendor INTERNAL REVENUE SERVICE Total:							46,812.46
Vendor: LAW ENFORCEMENT LABOR SERVICES							
LAW ENFORCEMENT LABOR ...	INV0000666	02/09/2023	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...	INV0000670	02/09/2023	740-20160	State Withholding	State W/H Tax		10,121.74
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							10,121.74
Vendor: NCPERS GROUP LIFE INSURANCE							
NCPERS GROUP LIFE INSURA...	INV0000667	02/09/2023	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	INV0000669	02/09/2023	740-20180	PERA Payable	PERA EE/ER COORD		22,699.17
P E R A OF MN	INV0000669	02/09/2023	740-20180	PERA Payable	PERA EE/ER P&F		19,829.35
P E R A OF MN	INV0000669	02/09/2023	740-20180	PERA Payable	PERA EE/ER P&F		-655.72
Vendor P E R A OF MN Total:							41,872.80
Vendor: SUN LIFE FINANCIAL (LTD)							
SUN LIFE FINANCIAL (LTD)	INV0000668	02/09/2023	740-24000	Clearing Account	LTD Premium		322.19
Vendor SUN LIFE FINANCIAL (LTD) Total:							322.19
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0000663	02/09/2023	740-24000	Clearing Account	Contributions Employee		2,434.09
Vendor VANTAGEPOINT ICMA Total:							2,434.09
Vendor: WEX BANK							
WEX BANK	INV0000665	02/09/2023	740-24000	Clearing Account	HSA		284.75
Vendor WEX BANK Total:							284.75
Grand Total:							106,330.03

Fund Summary

Fund	Expense Amount
740 - TRF HEALTH INSURANCE FUND	106,330.03
Grand Total:	106,330.03

Account Summary

Account Number	Account Name	Expense Amount
740-20150	Payroll Taxes Payable	46,812.46
740-20160	State Withholding	10,121.74
740-20180	PERA Payable	41,872.80
740-24000	Clearing Account	4,235.03
740-4870-63650	Senior Gold BC/BS Month...	3,288.00
Grand Total:		106,330.03

Project Account Summary

Project Account Key	Expense Amount
None	106,330.03
Grand Total:	106,330.03



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00518 - 02/10/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC I...	781898	12/28/2022	100-4670-62990	Misc. Operating Expense	FLEX FEE - DEC 2022		180.00
Vendor BRADY MARTZ & ASSOC PC INC Total:							180.00
Vendor: CITY OF T R F - ADMIN PETTY CASH							
CITY OF T R F - ADMIN PETTY ...	02 10 23 P C	02/10/2023	100-4150-62010	Office Supplies	REIMBURSE PETTY CASH FU...		48.00
CITY OF T R F - ADMIN PETTY ...	02 10 23 P C	02/10/2023	100-4150-62010	Office Supplies	REIMBURSE PETTY CASH FU...		1.74
CITY OF T R F - ADMIN PETTY ...	02 10 23 P C	02/10/2023	100-4670-64400	Travel, Conference, School	REIMBURSE PETTY CASH FU...		1.50
CITY OF T R F - ADMIN PETTY ...	02 10 23 P C	02/10/2023	690-4840-62010	Office Supplies	REIMBURSE PETTY CASH FU...		2.12
CITY OF T R F - ADMIN PETTY ...	02 10 23 P C	02/10/2023	690-4840-62010	Office Supplies	REIMBURSE PETTY CASH FU...		37.50
Vendor CITY OF T R F - ADMIN PETTY CASH Total:							90.86
Grand Total:							270.86

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	231.24
690 - ELECTRIC UTILITY FUND	39.62
Grand Total:	270.86

Account Summary

Account Number	Account Name	Expense Amount
100-4150-62010	Office Supplies	49.74
100-4670-62990	Misc. Operating Expense	180.00
100-4670-64400	Travel, Conference, School	1.50
690-4840-62010	Office Supplies	39.62
Grand Total:		270.86

Project Account Summary

Project Account Key	Expense Amount
None	270.86
Grand Total:	270.86



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00521 - 02/21/23 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	127157	01/19/2023	620-4840-62990	Misc. Operating Expense	THREAD SEAL TAPE		3.98
ACE HARDWARE	127640	01/26/2023	100-4194-62230	Building Maint & Repair	60 W LED		33.98
ACE HARDWARE	127913	01/31/2023	100-4220-62230	Building Maint & Repair	VALVE REPAIR - BATHROOM		24.99
ACE HARDWARE	127953	02/01/2023	680-4840-62990	Misc. Operating Expense	STENCIL / SPRAYPAINT - JET T...		10.98
Vendor ACE HARDWARE Total:							73.93
Vendor: AQUA PURE INC							
AQUA PURE INC	TRFMN2302	02/13/2023	620-4840-62160	Chemicals	CHEMICALS		10,446.22
Vendor AQUA PURE INC Total:							10,446.22
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3584367	01/30/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		336.00
Vendor ARTISAN BEER COMPANY Total:							336.00
Vendor: AUTO VALUE T R F							
AUTO VALUE T R F	9607125	12/27/2022	100-4312-62210	Equipment Maint & Repair	MIRROR - #5514		30.99
AUTO VALUE T R F	9607266	12/28/2022	680-4850-62210	Equipment Maint & Repair	BLOWER MOTOR - '15 DODGE..		104.99
AUTO VALUE T R F	9607425	12/28/2022	620-4850-62210	Equipment Maint & Repair	TIRE REPAIR - CAT BACKHOE		9.99
AUTO VALUE T R F	9607428	12/28/2022	100-4312-62210	Equipment Maint & Repair	FLYWHEEL - #5515		97.00
AUTO VALUE T R F	9607481	12/29/2022	100-4312-62210	Equipment Maint & Repair	BEARING - #5515		68.97
AUTO VALUE T R F	9608034	01/03/2023	690-4850-62210	Equipment Maint & Repair	MINI LAMPS		7.99
AUTO VALUE T R F	9608038	01/03/2023	680-4850-62210	Equipment Maint & Repair	RADIATOR FLUSH TEE - '00 F...		5.49
AUTO VALUE T R F	9608144	01/04/2023	100-4312-62210	Equipment Maint & Repair	U JOINT		104.99
AUTO VALUE T R F	9608194	01/04/2023	680-4850-62210	Equipment Maint & Repair	RETURN CREDIT - RADIATOR ...		-5.49
AUTO VALUE T R F	9608478	01/06/2023	100-4312-62210	Equipment Maint & Repair	STRAP & BOLT - #5515		13.99
AUTO VALUE T R F	9608701	01/09/2023	100-4312-62210	Equipment Maint & Repair	GUNITE - #5515		62.09
AUTO VALUE T R F	9608705	01/09/2023	620-4850-62210	Equipment Maint & Repair	THERMOSTAT - '15 DODGE		60.97
AUTO VALUE T R F	9608725	01/09/2023	620-4840-62990	Misc. Operating Expense	OPTISORB - DIST SHOP		31.38
AUTO VALUE T R F	9609043	01/11/2023	620-4840-62990	Misc. Operating Expense	SMALL ENGINE MAINTENAN...		58.95
AUTO VALUE T R F	9609746	01/17/2023	620-4840-62990	Misc. Operating Expense	TORX BIT - DIST SHOP		6.99
AUTO VALUE T R F	9610074	01/19/2023	100-4210-62990	Misc. Operating Expense	MIRROR		19.98
AUTO VALUE T R F	9610137	01/20/2023	680-4840-62990	Misc. Operating Expense	12 PC STAR BIT SOCKET		23.99
AUTO VALUE T R F	9610147	01/20/2023	690-4850-62350	Power Plant/Dam Maint	ADHESIVE		23.99
AUTO VALUE T R F	9610212	01/20/2023	620-4850-62210	Equipment Maint & Repair	SOLDER - WIRING REPAIR		35.99
AUTO VALUE T R F	9610430	01/23/2023	100-4510-62210	Equipment Maint & Repair	OIL FILTER		10.63
AUTO VALUE T R F	9610433	01/23/2023	100-4312-62210	Equipment Maint & Repair	OIL / AIR / FUEL FILTERS		153.74
AUTO VALUE T R F	9610555	01/24/2023	100-4312-62210	Equipment Maint & Repair	FUEL FILTERS		92.75

Council Approval Register

Packet: APPKT00521 - 02/21/23 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
AUTO VALUE T R F	9610644	01/25/2023	100-4312-62240	Department Maint & Repair	SUPPLIES - #5593		61.99
Vendor AUTO VALUE T R F Total:							1,082.35
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC I...	783273	01/28/2023	100-4670-62990	Misc. Operating Expense	FLEX FEE - JAN 2023		180.00
Vendor BRADY MARTZ & ASSOC PC INC Total:							180.00
Vendor: BRADY MEUNIER							
BRADY MEUNIER	REIMB 01 30 23	02/06/2023	100-4210-63320	Training Expense	REIMBURSE GASOLINE - SEA...		118.47
BRADY MEUNIER	REIMB 01 30 23	02/06/2023	100-4210-63320	Training Expense	REIMBURSE MEALS - SEARCH...		23.70
Vendor BRADY MEUNIER Total:							142.17
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	347532422	01/26/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,690.50
BREAKTHRU BEVERAGE	347577924	01/31/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		840.00
Vendor BREAKTHRU BEVERAGE Total:							2,530.50
Vendor: BREDESON OFFICE SUPPLY							
BREDESON OFFICE SUPPLY	0212048	01/09/2023	100-4210-62990	Misc. Operating Expense	DESK CALENDAR		19.90
Vendor BREDESON OFFICE SUPPLY Total:							19.90
Vendor: BRODIN SHEET METAL INC							
BRODIN SHEET METAL INC	65036	02/02/2023	630-4850-62230	Building Maint & Repair	COIL - HOMCC HEATER REPAIR		164.00
Vendor BRODIN SHEET METAL INC Total:							164.00
Vendor: BUDGET							
BUDGET	5277	01/23/2023	100-4315-62400	Small Tools and Minor Equip	SPEEDQUEEN CLOTHES WAS...		1,199.99
Vendor BUDGET Total:							1,199.99
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	1573815	02/02/2023	610-4810-62520	Beer for Resale	BEER PURCHASE		311.95
C & L DISTRIBUTING	1573815	02/02/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		55.45
Vendor C & L DISTRIBUTING Total:							367.40
Vendor: DAKOTA SUPPLY GROUP							
DAKOTA SUPPLY GROUP	S102312311.001	01/20/2023	620-4850-62230	Building Maint & Repair	WTP HEATER REPLACEMENT		2,875.00
DAKOTA SUPPLY GROUP	S102317638.001	01/24/2023	620-4850-62230	Building Maint & Repair	WTP HEATER REPAIR		305.13
DAKOTA SUPPLY GROUP	S102361145.002	01/01/2023	620-4850-62220	Plant Equip Maint & Repair	ADPTR - HIGH SERVICE PUMP		94.77
DAKOTA SUPPLY GROUP	S102394970.001	01/02/2023	680-4850-62230	Building Maint & Repair	LAMPS		177.19
DAKOTA SUPPLY GROUP	S102423741.001	01/11/2023	690-14100	Inventory - Materials	CONDUIT		55.24
DAKOTA SUPPLY GROUP	S102435371.001	01/16/2023	690-14100	Inventory - Materials	HID LAMPS - STREET LIGHTS		139.06
DAKOTA SUPPLY GROUP	S102436139.001	01/16/2023	690-14100	Inventory - Materials	SHORTING PLUG		43.88
DAKOTA SUPPLY GROUP	S102436139.002	02/13/2023	690-14100	Inventory - Materials	SHORTING PLUGS		32.91
DAKOTA SUPPLY GROUP	S102443150.001	01/18/2023	610-4850-62230	Building Maint & Repair	48" LED BULBS		376.47
Vendor DAKOTA SUPPLY GROUP Total:							4,099.65
Vendor: DEREK NEISEN							
DEREK NEISEN	REIMB 01 20 23	01/20/2023	100-4220-62880	Personal Protective Equipme...	REIMBURSE - SAFETY TOED F...		100.00
Vendor DEREK NEISEN Total:							100.00

Council Approval Register
Packet: APPKT00521 - 02/21/23 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ENDRESS + HAUSER INC							
ENDRESS + HAUSER INC	6002409150	01/20/2023	680-4850-62220	Lift Station and Pond Maint &...	PRESSURE SENSORS - LIFT ST...		2,541.72
Vendor ENDRESS + HAUSER INC Total:							2,541.72
Vendor: FLEET SUPPLY							
FLEET SUPPLY	130950	01/04/2023	690-4840-62880	Personal Protective Equipme...	FR PPE - L SKIBICKI		186.98
FLEET SUPPLY	18032	01/10/2023	620-4840-62990	Misc. Operating Expense	GLOVES - WTP BASIN CLEANI...		19.80
FLEET SUPPLY	18158	01/18/2023	680-4840-62990	Misc. Operating Expense	GATE WHEEL - WW POND GA...		27.99
FLEET SUPPLY	18221	01/23/2023	690-4840-62880	Personal Protective Equipme...	FR PPE - G HALL		113.88
Vendor FLEET SUPPLY Total:							348.65
Vendor: FS3 INC							
FS3 INC	81583	02/01/2023	690-16400	Machinery & Equipment	FALCON F2 LOCATOR & ACCE...		17,795.15
Vendor FS3 INC Total:							17,795.15
Vendor: GRAYMONT WESTERN CANADA INC							
GRAYMONT WESTERN CANA...	3-393376	02/02/2023	620-4840-62160	Chemicals	BULK PEBBLED QUICKLIME		8,425.90
Vendor GRAYMONT WESTERN CANADA INC Total:							8,425.90
Vendor: GREG HALL							
GREG HALL	REIMB 01 25 23	01/25/2023	690-4840-62880	Personal Protective Equipme...	REIMBURSE - SAFETY TOED F...		100.00
Vendor GREG HALL Total:							100.00
Vendor: HARRIS COMPUTER CORPORATION							
HARRIS COMPUTER CORPOR...	CT056418	01/31/2023	600-4680-65900	Work in Process-Construction	SERVICE FEE - USER ACCEPTA...		13,200.00
Vendor HARRIS COMPUTER CORPORATION Total:							13,200.00
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUTI...	IN4087080	02/06/2023	100-4670-62010	Office Supplies	CLASP ENVELOPES / PENS		127.79
Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:							127.79
Vendor: JAMISON STEER							
JAMISON STEER	REIMB 01 31 23	01/31/2023	100-4210-63320	Training Expense	REIMBURSE MEAL EXP - EVOC...		17.40
Vendor JAMISON STEER Total:							17.40
Vendor: JASON KEMPert							
JASON KEMPert	REIMB 01 11 23	01/11/2023	100-4312-62880	Personal Protective Equipme...	REIMBURSE - SAFETY TOED F...		100.00
Vendor JASON KEMPert Total:							100.00
Vendor: JEFF DAVIDSON							
JEFF DAVIDSON	REIMB 01 17 23	01/17/2023	690-4840-62990	Misc. Operating Expense	REIMBURSE - IMPACT SOCKET..		17.47
Vendor JEFF DAVIDSON Total:							17.47
Vendor: JIM HIRT TRUCKING INC							
JIM HIRT TRUCKING INC	156437	01/02/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		327.89
JIM HIRT TRUCKING INC	156449	01/02/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		107.34
JIM HIRT TRUCKING INC	156451	01/02/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		80.90
JIM HIRT TRUCKING INC	156453	01/02/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		236.57
JIM HIRT TRUCKING INC	156502	01/03/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		82.94
JIM HIRT TRUCKING INC	156503	01/02/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		1,325.90

Council Approval Register

Packet: APPKT00521 - 02/21/23 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
JIM HIRT TRUCKING INC	156553	01/10/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		507.35
JIM HIRT TRUCKING INC	156561	01/09/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		207.02
JIM HIRT TRUCKING INC	156569	01/10/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		188.25
JIM HIRT TRUCKING INC	156572	01/09/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		80.50
JIM HIRT TRUCKING INC	156624	01/16/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		690.48
JIM HIRT TRUCKING INC	156677	01/24/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		204.49
JIM HIRT TRUCKING INC	156680	01/23/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		434.32
JIM HIRT TRUCKING INC	156692	01/24/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		383.28
JIM HIRT TRUCKING INC	156700	01/23/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		73.19
JIM HIRT TRUCKING INC	156756	01/30/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		594.67
JIM HIRT TRUCKING INC	156760	01/31/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		77.25
JIM HIRT TRUCKING INC	156765	01/30/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		55.00
JIM HIRT TRUCKING INC	156769	01/31/2023	610-4810-62610	Freight In (Liquor)	FREIGHT CHARGES - JAN 2023		102.46
Vendor JIM HIRT TRUCKING INC Total:							5,759.80

Vendor: JOHNSON BROTHERS LIQUOR

JOHNSON BROTHERS LIQUOR	2229096	01/30/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		9,085.78
JOHNSON BROTHERS LIQUOR	2229097	01/30/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		2,244.30
JOHNSON BROTHERS LIQUOR	2229098	01/30/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		3,266.90
JOHNSON BROTHERS LIQUOR	2229099	01/30/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		1,932.00
JOHNSON BROTHERS LIQUOR	2229100	01/30/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		622.50
JOHNSON BROTHERS LIQUOR	2229101	01/30/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		200.00
JOHNSON BROTHERS LIQUOR	2230246	01/31/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		2,772.00
JOHNSON BROTHERS LIQUOR	2230247	01/31/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		3,539.00
JOHNSON BROTHERS LIQUOR	2230249	01/31/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		777.00
JOHNSON BROTHERS LIQUOR	2231446	02/01/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,584.00
Vendor JOHNSON BROTHERS LIQUOR Total:							26,023.48

Vendor: KJELL JOHNSRUD

KJELL JOHNSRUD	REIMB 01 31 23	02/06/2023	100-4210-62120	Gas-Oil-Lube	REIMBURSE GASOLINE EXP - ...		95.42
KJELL JOHNSRUD	REIMB 01 31 23	02/06/2023	100-4210-63320	Training Expense	REIMBURSE MEAL EXP - EVO ...		11.97
Vendor KJELL JOHNSRUD Total:							107.39

Vendor: L & M SUPPLY INC

L & M SUPPLY INC	2039334	01/03/2023	620-4840-62990	Misc. Operating Expense	DIST WELDING SUPPLIES		38.47
L & M SUPPLY INC	2039797	01/04/2023	100-4312-62240	Department Maint & Repair	SHOP SUPPLIES		36.95
L & M SUPPLY INC	2039935	01/04/2023	620-4840-62990	Misc. Operating Expense	DIST SHOP SUPPLIES		20.97
L & M SUPPLY INC	2043507	01/10/2023	620-4850-62210	Equipment Maint & Repair	NOZZLES - PRESSURE WASHER		15.98
L & M SUPPLY INC	2046020	01/13/2023	100-4312-62120	Gas-Oil-Lube	LUBE		65.93
L & M SUPPLY INC	2048908	01/18/2023	690-4840-62880	Personal Protective Equipme...	FR PPE - J KASPRZAK		214.98
L & M SUPPLY INC	2048958	01/18/2023	620-4840-62990	Misc. Operating Expense	LED FLOOD LIGHT		79.98
L & M SUPPLY INC	2049931	01/20/2023	100-4210-62990	Misc. Operating Expense	TOOLSET		3.99
L & M SUPPLY INC	2051543	01/23/2023	100-4315-62990	Misc. Operating Expense	WASH MACHINE HOSES		10.99
L & M SUPPLY INC	2051794	01/24/2023	100-4210-62990	Misc. Operating Expense	EXTENSION POLES		21.58
L & M SUPPLY INC	2052034	01/24/2023	100-4510-62230	Building Maint & Repair	MOP HEADS		17.98

Council Approval Register

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
L & M SUPPLY INC	2053017	01/26/2023	100-4312-62990	Misc. Operating Expense	BATTERIES		35.91
Vendor L & M SUPPLY INC Total:							563.71
Vendor: LEE PLUMBING & HEATING INC							
LEE PLUMBING & HEATING I...	89131	01/25/2023	100-4210-63100	Animal Control	DRAIN COVERS - DOG POUND		41.93
Vendor LEE PLUMBING & HEATING INC Total:							41.93
Vendor: MARCO TECHNOLOGIES LLC NW 7128							
MARCO TECHNOLOGIES LLC ...	INV10817335	01/26/2023	690-4890-63030	Contracts Expense	COPIER LEASE - JAN 2023		74.07
MARCO TECHNOLOGIES LLC ...	INV10862847	02/07/2023	690-4890-63030	Contracts Expense	COPIER LEASE - FEB 2023		80.16
Vendor MARCO TECHNOLOGIES LLC NW 7128 Total:							154.23
Vendor: MAVERICK WINE							
MAVERICK WINE	INV916677	01/30/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,819.98
MAVERICK WINE	INV919651	01/31/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		270.00
Vendor MAVERICK WINE Total:							2,089.98
Vendor: MN DEER HUNTERS ASSOC							
MN DEER HUNTERS ASSOC	216318	02/01/2023	610-4890-64900	Civic Events	ADVERTISING BANQUET - M...		250.00
Vendor MN DEER HUNTERS ASSOC Total:							250.00
Vendor: MN DPT OF LABOR & INDUSTRY							
MN DPT OF LABOR & INDUST...	ALR0144078X	01/28/2023	100-4560-63030	Contracts Expense	2023 ELEVATOR OPERATORS ...		100.00
Vendor MN DPT OF LABOR & INDUSTRY Total:							100.00
Vendor: N A P A AUTO PARTS THF RVR FL							
N A P A AUTO PARTS THF RV...	721050	01/02/2023	100-4312-62210	Equipment Maint & Repair	WIRE HARNESS		37.22
N A P A AUTO PARTS THF RV...	722005	01/19/2023	100-4312-62210	Equipment Maint & Repair	FLARE KIT - #5504		54.99
N A P A AUTO PARTS THF RV...	722111	01/23/2023	100-4312-62240	Department Maint & Repair	VALVE CAP - FUNNELS		74.88
N A P A AUTO PARTS THF RV...	722153	01/24/2023	100-4650-62210	Equipment Maint & Repair	WIPER BLADES		26.58
N A P A AUTO PARTS THF RV...	722339	01/31/2023	690-4850-62210	Equipment Maint & Repair	OIL / FILTER		43.48
Vendor N A P A AUTO PARTS THF RVR FL Total:							237.15
Vendor: NORTH SHORE ANALYTICAL INC							
NORTH SHORE ANALYTICAL I...	14224	02/06/2023	680-4840-62170	Field Supplies	LAB ANALYSIS - WW SAMPLES		125.00
Vendor NORTH SHORE ANALYTICAL INC Total:							125.00
Vendor: NORTHWEST POWER SYSTEMS INC							
NORTHWEST POWER SYSTE...	T316896	01/20/2023	100-4510-62210	Equipment Maint & Repair	SNOW PLOW EDGES		695.38
NORTHWEST POWER SYSTE...	T320773	01/03/2023	100-4315-67200	Operating Transfers	9' 2" V-PLOW		7,366.88
NORTHWEST POWER SYSTE...	T324916	01/09/2023	100-4510-62210	Equipment Maint & Repair	COUPLER - #5433		73.68
NORTHWEST POWER SYSTE...	T325103	01/17/2023	100-4315-62240	Department Maint & Repair	SWIVEL - WASHBAY SPRAYER		62.00
NORTHWEST POWER SYSTE...	T325222	01/27/2023	100-4510-62210	Equipment Maint & Repair	PLOW MOUNT - #5431		1,257.60
NORTHWEST POWER SYSTE...	T325234	01/23/2023	100-4312-62210	Equipment Maint & Repair	ORING - #5508		2.08
NORTHWEST POWER SYSTE...	T325258	01/25/2023	100-4312-62210	Equipment Maint & Repair	STARTER - #5511		523.29
NORTHWEST POWER SYSTE...	T325351	01/30/2023	680-4850-62210	Equipment Maint & Repair	ANGLE CYLINDER - '00 FORD P..		340.20
Vendor NORTHWEST POWER SYSTEMS INC Total:							10,321.11
Vendor: PAUSTIS WINE COMPANY							
PAUSTIS WINE COMPANY	191980	01/31/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		5,234.67

Council Approval Register

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
PAUSTIS WINE COMPANY	191980	01/31/2023	610-4810-62610	Freight In (Liquor)	FREIGHT		78.00
Vendor PAUSTIS WINE COMPANY Total:							5,312.67
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6536789	01/30/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		4,397.32
PHILLIPS WINE & SPIRITS	6536790	01/30/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		2,009.95
PHILLIPS WINE & SPIRITS	6536791	01/30/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		80.00
PHILLIPS WINE & SPIRITS	6536791	01/30/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		27.95
Vendor PHILLIPS WINE & SPIRITS Total:							6,515.22
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP INC	JAN 2023	02/06/2023	680-4830-63890	Utilities Expense	ELECTRIC READING - JAN 202...		91.13
RED LAKE ELECTRIC COOP INC	JAN 2023	02/06/2023	680-4830-63890	Utilities Expense	2023 MEMBERSHIP FEE		50.00
Vendor RED LAKE ELECTRIC COOP INC Total:							141.13
Vendor: RMB ENVIRONMENTAL LAB INC							
RMB ENVIRONMENTAL LAB I...	D041245	01/19/2023	620-4840-62170	Field Supplies	STATE SAMPLES		190.58
Vendor RMB ENVIRONMENTAL LAB INC Total:							190.58
Vendor: SCOTT BEITO							
SCOTT BEITO	246405	02/13/2023	100-4210-63100	Animal Control	DRAIN CLEANING - DOG POU...		600.00
SCOTT BEITO	246405	02/13/2023	100-4510-62240	Department Maint & Repair	PUMPED 8 PARKS TOILET TA...		1,600.00
Vendor SCOTT BEITO Total:							2,200.00
Vendor: SHOAN J NELSON							
SHOAN J NELSON	208622	02/01/2023	100-4312-62230	Building Maint & Repair	INSTALL NEW DOOR KNOB		210.00
Vendor SHOAN J NELSON Total:							210.00
Vendor: SIRCHIE ACQUISITION COMPANY LLC							
SIRCHIE ACQUISITION COMP...	0576711-IN	02/02/2023	100-4210-62990	Misc. Operating Expense	EVIDENCE COLLECTION SUPPL...		343.57
Vendor SIRCHIE ACQUISITION COMPANY LLC Total:							343.57
Vendor: STREICHERS							
STREICHERS	I1614260	01/31/2023	100-4210-62880	Personal Protective Equipme...	UNIFORM PANTS - B TURESON		89.99
STREICHERS	I1614265	01/31/2023	100-4210-62880	Personal Protective Equipme...	UNIFORM SHIRT - M ROFF		129.98
Vendor STREICHERS Total:							219.97
Vendor: T R F PIZZA HUT							
T R F PIZZA HUT	0025	02/07/2023	100-4670-64400	Travel, Conference, School	COMMITTEE OF THE WHOLE...		106.53
Vendor T R F PIZZA HUT Total:							106.53
Vendor: T R F RADIO							
T R F RADIO	32934-2	01/31/2023	610-4880-63490	Advertising	RADIO ADVERTISING - ANNU...		550.00
T R F RADIO	33162-1	01/11/2023	610-4880-63490	Advertising	RADIO ADVERTISING - 2023 F...		3,500.00
T R F RADIO	33163-1	01/15/2023	610-4880-63490	Advertising	RADIO ADVERTISING - 500 SL...		250.00
Vendor T R F RADIO Total:							4,300.00
Vendor: TARGET SOLUTIONS LEARNING LLC							
TARGET SOLUTIONS LEARNI...	INV65444	02/01/2023	100-4220-64400	Travel, Conference, School	TRAINING FEE		1,055.94
Vendor TARGET SOLUTIONS LEARNING LLC Total:							1,055.94

Council Approval Register

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: TEREX USA LLC							
TEREX USA LLC	5004320795	01/31/2023	690-4850-62210	Equipment Maint & Repair	ROLLER - #102		123.70
TEREX USA LLC	5004322585	02/01/2023	690-4850-62210	Equipment Maint & Repair	SHEAVE - #102		308.04
						Vendor TEREX USA LLC Total:	431.74
Vendor: THE SHOP AUTO BODY & TOW SRVC							
THE SHOP AUTO BODY & TO...	117278835	01/09/2023	680-4850-62210	Equipment Maint & Repair	'12 FORD F350 LEFT FRON C...		7,336.74
						Vendor THE SHOP AUTO BODY & TOW SRVC Total:	7,336.74
Vendor: THIEF RIVER FALLS TIMES							
THIEF RIVER FALLS TIMES	137 - JAN 2023	01/31/2023	610-4810-62590	Misc. Mdse for Resale	NEWSPAPERS		62.40
THIEF RIVER FALLS TIMES	137 - JAN 2023	01/31/2023	610-4880-63490	Advertising	2022 YEAR IN NEWS AD		87.50
THIEF RIVER FALLS TIMES	138 - JAN 2023	01/31/2023	100-4315-62010	Office Supplies	PRESORT ENVELOPES		249.45
THIEF RIVER FALLS TIMES	138 - JAN 2023	01/31/2023	620-4840-62010	Office Supplies	PRESORT ENVELOPES		582.05
THIEF RIVER FALLS TIMES	138 - JAN 2023	01/31/2023	680-4840-62010	Office Supplies	PRESORT ENVELOPES		166.30
THIEF RIVER FALLS TIMES	138 - JAN 2023	01/31/2023	690-4840-62010	Office Supplies	PRESORT ENVELOPES		665.20
						Vendor THIEF RIVER FALLS TIMES Total:	1,812.90
Vendor: TRENT EDWARD COLLINS							
TRENT EDWARD COLLINS	287612	02/02/2023	100-4240-63030	Contracts Expense	SIDEWALK SNOW REMOVAL		1,325.00
						Vendor TRENT EDWARD COLLINS Total:	1,325.00
Vendor: TYLER TECHNOLOGIES INC							
TYLER TECHNOLOGIES INC	025-411449	01/31/2023	100-4150-64400	Travel, Conference, School	NEW EMPLOYEE TUTORING F...		525.00
						Vendor TYLER TECHNOLOGIES INC Total:	525.00
Vendor: VALLEY TRUCK							
VALLEY TRUCK	C76264	01/24/2023	620-4850-62210	Equipment Maint & Repair	STEAMER TRUCK REPAIR		168.27
						Vendor VALLEY TRUCK Total:	168.27
Vendor: VINOCOPIA INC							
VINOCOPIA INC	322855-IN	01/31/2023	610-4810-62510	Liquor for Resale	LIQUOR PURCHASE		1,342.50
VINOCOPIA INC	322855-IN	01/31/2023	610-4810-62530	Wine for Resale	WINE PURCHASE		2,112.00
VINOCOPIA INC	322855-IN	01/31/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX PURCHASE		120.00
						Vendor VINOCOPIA INC Total:	3,574.50
Vendor: WADE CARDINAL							
WADE CARDINAL	6386	02/03/2023	620-4890-64370	Taxes and Licenses	REIMBURSE - LICENSE RENE...		23.00
						Vendor WADE CARDINAL Total:	23.00
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	292	01/31/2023	100-4315-63030	Contracts Expense	GARBAGE TIPPING FEES - JAN...		21,449.12
WASTE MASTERS LLC	293	02/07/2023	620-4840-62010	Office Supplies	DEMO/CONST WASTE - PIPE		19.50
						Vendor WASTE MASTERS LLC Total:	21,468.62
Vendor: WIDSETH SMITH NOLTING ASC INC							
WIDSETH SMITH NOLTING AS...	221049	02/13/2023	590-4680-65920	Work in Process - Eng/Archtct	PROF SERVICES - 2023 STREET..		687.50
WIDSETH SMITH NOLTING AS...	221553	01/23/2023	510-4680-65920	Work in Process - Eng/Archtct	PROF SRVCS - 2021 STREET I...		470.00

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
WIDSETH SMITH NOLTING AS...	221554	01/23/2023	590-4680-65920	Work in Process - Eng/Archttct	PROF SRVCS - 2023 ENGINEER..		235.00
Vendor WIDSETH SMITH NOLTING ASC INC Total:							1,392.50
Grand Total:							167,843.85

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	40,965.15
510 - 2021 ST AND UTILITY PROJECT	470.00
590 - 2023 ST AND UTILITY PROJECT	922.50
600 - 2020 SOFTWARE PROJECT	13,200.00
610 - LIQUOR DISPENSARY	57,585.92
620 - WATER UTILITY FUND	23,513.87
630 - ARENAS - VENUWORKS	164.00
680 - WASTEWATER UTILITY FUND	10,996.23
690 - ELECTRIC UTILITY FUND	20,026.18
Grand Total:	167,843.85

Account Summary

Account Number	Account Name	Expense Amount
100-4150-64400	Travel, Conference, School	525.00
100-4194-62230	Building Maint & Repair	33.98
100-4210-62120	Gas-Oil-Lube	95.42
100-4210-62880	Personal Protective Equi...	219.97
100-4210-62990	Misc. Operating Expense	409.02
100-4210-63100	Animal Control	641.93
100-4210-63320	Training Expense	171.54
100-4220-62230	Building Maint & Repair	24.99
100-4220-62880	Personal Protective Equi...	100.00
100-4220-64400	Travel, Conference, School	1,055.94
100-4240-63030	Contracts Expense	1,325.00
100-4312-62120	Gas-Oil-Lube	65.93
100-4312-62210	Equipment Maint & Repair	1,242.10
100-4312-62230	Building Maint & Repair	210.00
100-4312-62240	Department Maint & Repa..	173.82
100-4312-62880	Personal Protective Equi...	100.00
100-4312-62990	Misc. Operating Expense	35.91
100-4315-62010	Office Supplies	249.45
100-4315-62240	Department Maint & Repa..	62.00
100-4315-62400	Small Tools and Minor Equ..	1,199.99
100-4315-62990	Misc. Operating Expense	10.99
100-4315-63030	Contracts Expense	21,449.12
100-4315-67200	Operating Transfers	7,366.88
100-4510-62210	Equipment Maint & Repair	2,037.29
100-4510-62230	Building Maint & Repair	17.98
100-4510-62240	Department Maint & Repa..	1,600.00
100-4560-63030	Contracts Expense	100.00
100-4650-62210	Equipment Maint & Repair	26.58
100-4670-62010	Office Supplies	127.79

Account Summary

Account Number	Account Name	Expense Amount
100-4670-62990	Misc. Operating Expense	180.00
100-4670-64400	Travel, Conference, School	106.53
510-4680-65920	Work in Process - Eng/Arc...	470.00
590-4680-65920	Work in Process - Eng/Arc...	922.50
600-4680-65900	Work in Process-Construct..	13,200.00
610-4810-62510	Liquor for Resale	25,128.58
610-4810-62520	Beer for Resale	647.95
610-4810-62530	Wine for Resale	20,691.82
610-4810-62540	Soft Drinks/Mix for Resale	203.40
610-4810-62590	Misc. Mdse for Resale	62.40
610-4810-62610	Freight In (Liquor)	5,837.80
610-4850-62230	Building Maint & Repair	376.47
610-4880-63490	Advertising	4,387.50
610-4890-64900	Civic Events	250.00
620-4840-62010	Office Supplies	601.55
620-4840-62160	Chemicals	18,872.12
620-4840-62170	Field Supplies	190.58
620-4840-62990	Misc. Operating Expense	260.52
620-4850-62210	Equipment Maint & Repair	291.20
620-4850-62220	Plant Equip Maint & Repair	94.77
620-4850-62230	Building Maint & Repair	3,180.13
620-4890-64370	Taxes and Licenses	23.00
630-4850-62230	Building Maint & Repair	164.00
680-4830-63890	Utilities Expense	141.13
680-4840-62010	Office Supplies	166.30
680-4840-62170	Field Supplies	125.00
680-4840-62990	Misc. Operating Expense	62.96
680-4850-62210	Equipment Maint & Repair	7,781.93
680-4850-62220	Lift Station and Pond Mai...	2,541.72
680-4850-62230	Building Maint & Repair	177.19
690-14100	Inventory - Materials	271.09
690-16400	Machinery & Equipment	17,795.15
690-4840-62010	Office Supplies	665.20
690-4840-62880	Personal Protective Equi...	615.84
690-4840-62990	Misc. Operating Expense	17.47
690-4850-62210	Equipment Maint & Repair	483.21
690-4850-62350	Power Plant/Dam Maint	23.99
690-4890-63030	Contracts Expense	154.23
	Grand Total:	167,843.85

Project Account Summary

Project Account Key	Expense Amount
None	167,843.85
Grand Total:	167,843.85



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: 2/21/2023

SUBJECT: #8.3 Pennington County Fair Association Gambling Premises Permit

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

MOTION TO: Authorize the Pennington County Fair Association to conduct lawful gambling on the premises of Pennington County Fairgrounds (524 N Barzen).

BACKGROUND: The Pennington County Fair Association is required to obtain the City's approval to conduct lawful gambling on the premises of Pennington County Fairgrounds (524 N Barzen). prior to submitting an application to the State of Minnesota.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: \$100 Application Premises Permit Fee, for each permit (non-refundable) to the State of MN.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

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: 2/21/2023

SUBJECT: #8.4 Parade Application to Pennington County Fair Association during the Pennington County Fair

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

MOTION TO: Approval of Parade Application to Pennington County Fair Association during the Pennington County Fair on July 12, 2023, from 7 - 9:00 p.m.

BACKGROUND: The Pennington County Fair Association has applied for a Parade Application Permit. The route would remain the same as in prior years unless construction causes a route change. If this was to occur, the Pennington County Fair Association would work with the City and Law Enforcement to find a suitable alternative.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The license fee is \$20 per day.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

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: 2/21/2023

SUBJECT: #8.5 Approval of Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License

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

MOTION TO: By the City Council, to grant the Pennington County Fair Association a Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License, corrected dates of July 12 – 16, 2023 from noon to midnight at the Fairgrounds during the Pennington County Fair.

BACKGROUND: Pennington County Fair Association applies for a Permit each year.

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

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

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

FINANCIAL CONSIDERATIONS: Cost of the license is \$35.00 per day.

LEGAL CONSIDERATION: If approved, the applicant must provide suitable Proof of Insurance covering liquor liability. The City of Thief River Falls shall be named as an additional insured.

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

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: 2/21/2023

SUBJECT: #8.6 Approval of Purchase of Plastic Sanitation Bags

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

MOTION TO: Approve the purchase of plastic refuse bags from Revolution Materials in the amount of \$41,157.00.

BACKGROUND: The city of Thief River Falls purchases plastic refuse bags on an annual basis for distribution to the residents of the city. The city has historically used black garbage bags with “TRF” printed on them to indicate they are a sanitation customer of the city. Revolution Materials is the lowest bid, and has supplied the city with sanitation bags since 2012. Bag features will remain the same as the previous two years of 1.2 mil thickness with white printed “TRF” lettering, flat seal, and no ties.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: See attached bid tabulation.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

1.	Sanitation Bag Summary 2023
----	-----------------------------

2023 Customer Needs

	# of custom	Rolls of 100	Rolls of 25
50 bags/yr	150	0	300
75 bags/yr	727	0	2181
100 bags/yr	1665	1665	0
150 bags/yr	505	505	1010
200 bags/yr	219	438	0
250 bags/yr	64	128	128
300 bags/ yr	29	87	0
totals	3359	2823	3619

Rolls of 100	Rolls of 25
2823	3619

2023 increase	revenue increase	increased cost of bags
\$0.00/month	0	\$33.00
\$1.00/month	\$8,724.00	\$239.91
\$1.00/month	\$19,980.00	\$765.90
\$1.50/month	\$9,090.00	\$343.40
\$1.75/month	\$4,599.00	\$201.48
\$2.00/month	\$1,056.00	\$72.96
\$2.25/month	\$459.00	\$40.02
	\$43,908.00	\$1,696.67

2023 Tabulation of Quotes

Plastic Refuse Bags

City of Thief River Falls

Company	100 bag rol \$/100 roll	25 bag rolls \$/25 roll	Total Bid	mil thick	seal type	bag color	letter color	total bags	price/bag			
Jadcore, Inc	2900	\$10.76	3700	\$2.69	\$41,157.00	1.2	Flat	Black	White	382,500	\$0.108	Winning Bid
Dyna Pak	2900	\$14.10	3700	\$3.55	\$54,025.00	1.2	Flat	Black	White	382,500	\$0.141	
Waste Zero	2900		3700		\$0.00	1.2	Flat	Black	White	382,500	No bid	No bid
2022 purchase price		\$10.30		2.57								

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

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

An amendment to City Code Chapter 152.036 PERFORMANCE STANDARDS FOR COMMERCIAL AND INDUSTRIAL ZONING DISTRICTS, amending Buffer requirements to require a conditional use permit, and by adopting by reference City Code Chapter 10 and Section 152.998, which, among other things, contain penalty provisions.

Notice is further given that the Planning Commission will conduct a hearing on the amendments at 5:00 p.m. on Tuesday, February 14, 2023, in the City Council Chambers, 405 3rd Street East, Thief River Falls, MN. All persons wishing to comment on the amendments will have the option to be heard at that time. Persons who wish to submit written comments prior to the Hearing or who have questions should address them to the office of the Zoning Administrator, City Hall, P.O. Box 528, Thief River Falls, MN 56701, or telephone 218-681-8506.

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

Dated this 27th day of January 2023

CITY OF THIEF RIVER FALLS

/s/ Mark Borseth
Zoning Administrator

Published in the Wednesday, February 1, 2023 edition of The Times.

2. Parking lots: 30 feet.
3. Pumphouses: 5 feet.
4. Satellite dishes: 30 feet.
5. Signs: 50 feet.

(F) **Additional restrictions.** Performance standards and supplemental restrictions are set forth in this Chapter.

§ 152.036 PERFORMANCE STANDARDS FOR COMMERCIAL AND INDUSTRIAL ZONING DISTRICTS.

(A) **Buffers.** All uses, excluding single and two-family dwellings where a structure or parking lot is located adjacent to a Residential or Agricultural District shall provide a buffer strip 35 feet in width, **or as determined by conditional use permit.**

(1) The buffer strip shall be landscaped and screened.

~~(2) The buffer strip shall be landscaped with vegetation.~~

(3) **(2)** The buffer strip shall be screened with a sight-obscuring fence, six feet in height or vegetation of sufficient type, density, and height ~~so as to provide year-round screening acceptable to the Zoning Administrator and City Forester.~~ **as approved by conditional use permit.**

~~(4)~~ **(3)** All landscaping and screening shall be maintained.

~~(5)~~ **(4)** Accessory buildings, parking lots, and storage shall not be permitted in the buffer strip.

~~(6)~~ **(5)** All outdoor commercial or industrial storage shall be screened by an eight-foot, sight-obscuring fence from adjacent Residential or Agricultural Districts.

(6) A Buffer will not be required adjacent to streets or alleys unless required by conditional use permit.

(7) A conditional use permit will be required for all buffer strips prior to issuance of a building permit.

(B) **Drive-in business.**

(1) The entire area of any drive-in business shall have a drainage system approved by the Public Works Director.

(2) The entire area, other than that occupied by structures, landscaped area, or the required buffers, shall have a durable surface.

(3) Each drive-in business serving food shall place a trash receptacle at all entrances and exits as well as one receptacle in the parking lot per 20 parking stalls.

(4) A drive-in business shall front on designated arterial or collector streets.

(5) A solid fence not less than eight feet in height shall be constructed around all drive-in theaters.

(C) **Lighting.** Lighting used to illuminate an off-street parking area or sign shall be arranged so as to deflect light away from any adjoining residential property.

ORDINANCE NO. ___, 3rd SERIES

AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS,
MINNESOTA, AMENDING CITY CODE CHAPTER 30, BY
AMENDING SECTION 30.02 AND ADOPTING BY REFERENCE CITY
CODE CHAPTER 10, WHICH, AMONG OTHER THINGS, CONTAIN
PENALTY PROVISIONS.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. City Code Chapter 30 is hereby amended as follows:

City Code Section 30.02 is hereby amended in its entirety to read as follows:

§ 30.02 COUNCIL MEETINGS.

Regular meetings of the Council shall be held in the Council Chambers on the first and third Tuesdays of each month at 5:30 p.m.

Section 2. City Code Chapter 10 entitled "General Provisions", which among other things contain penalty provisions, are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

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

Passed by the City Council of Thief River Falls, Minnesota, on the 21st day of February, 2023, by majority vote.

Mayor

ATTEST:

Angela Philipp
City Administrator

ORDINANCE NO. ___, 3rd SERIES

AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE CHAPTER 111, BY AMENDING SECTION 111.034 AND ADOPTING BY REFERENCE CITY CODE CHAPTER 10, WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY COUNCIL OF THIEF RIVER FALLS ORDAINS:

Section 1. City Code Chapter 111 is hereby amended as follows:

City Code Section 111.034 is hereby amended as follows:

§ 111.034 OFF-SALE MALT LIQUOR.

Subdivision 1, (c) (6). A brewer's total retail sales at on-or-off sale under this section may not exceed seven thousand five hundred (7,500) barrels per year, provided that off-sales may not total more than seven hundred fifty (750) barrels per year, except as allowed by Minnesota Statutes Chapter 340A.29.

§ 111.034 OFF-SALE MALT LIQUOR.

Subdivision 1, (c) (8). Small Brewer Off-Sale. The amount of malt liquor sold at off-sale under this license may not exceed 128 ounces per customer, per day, and must be packaged in a container or combination of containers that is in compliance with the provisions of Minnesota Rules, parts 75.15.1080 to 7515.1120.

§ 111.034 OFF-SALE MALT LIQUOR.

Subdivision 1, (f). Restrictions.

(1). A brewer licensed under this section may hold or have an interest in a retail on-sale license issued pursuant to this section, but may not have an ownership interest in whole or part, or be an officer, director, agent or any employee of, any other manufacturer, brewer, importer, or wholesaler, or be an affiliate thereof, whether the affiliation is corporate or by management, direction, or control, except as authorized by Minnesota Statutes section 340A.301, as amended from time to time.

(2). A license issued under this section may not be issued to a brewer if the brewer seeking the license, or any person having an economic interest in the brewer seeking the license or exercising control over the brewer seeking the license, is a brewer that brews more than 20,000 barrels of its own brands of malt liquor annually.

Section 2. City Code Chapter 10 entitled "General Provisions", which among other things contain penalty provisions, are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

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

Passed by the City Council of Thief River Falls, Minnesota, on the 21st day of February, 2023,
by majority vote.

Mayor

ATTEST:

Angela Philipp
City Administrator



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: 2/21/2023

SUBJECT: #9.6 Approval of Rivers & Rails Brewery Application For Small Brewer Off Sale (page 4-9)

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

MOTION TO: To Approve an Application For Small Brewer Off Sale – 128 ounces per day to Rivers & Rails Brewery.

BACKGROUND: Rivers & Rails Brewery opened for business June 15, 2022.

KEY ISSUES: The sale of alcoholic beverages in original packages for consumption off the licensed premises only with a 128 ounces per day limit.

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

Applicant hereby agrees to obtain a resolution of its governing board wherein applicant agrees to indemnify and hold harmless the City of Thief River Falls and its elected officials, employees, and agents, from and against any and all liabilities, judgements, settlements, losses, costs, or charges, including attorneys' fees, incurred by the City of Thief River Falls, and/or any of its elected officials, employees, and agents, as a result of any claim, demand, action, or suit relating to any bodily injury (including death), loss of property, and/or property damage caused by, arising out of, or relating to or associated with the granting of a temporary 3.2 percent malt liquor license to applicant.

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

FINANCIAL CONSIDERATIONS: The license fee is \$100 annual.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

ATTACHMENTS:

None



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Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.7 Approval of Employment and Wage of Daniel Chase, Electric Superintendent

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

MOTION TO: To approve the employment and benefit package for Daniel Chase, Electric Superintendent. Mr. Chase shall begin employment at a Grade 13, step 4 for a starting salary of \$104,436.80 per year and relocation expense reimbursement of up to \$5,000. Mr. Chase's tentative start date would be March 6, 2023.

BACKGROUND: As a result of the retirement of Dale Narlock, Electric Superintendent, the City Council, by Resolution No. 11-246-22 adopted on November 15, 2022, authorized the opening of the Electric Superintendent position in the City. The position was advertised to the public and applications accepted, and interviews conducted on December 20, 2022.

KEY ISSUES: The filling of a necessary position in the City.

FINANCIAL CONSIDERATIONS: The Electric Superintendent position is a budgeted position.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



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Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.8 Notice of Right of First Refusal - Stoked, LLC

RECOMMENDATION: It is respectfully requested that the Thief River Falls City Council consider the following:

MOTION TO: To accept the Notice of Right of First Refusal and authorize the Executive Director of VenuWorks of TRF, MN, the City Administrator and the Mayor to sign for approval.

BACKGROUND: The Notice of Right of First Refusal provides Stoked, LLC which seeks to own and operate a Junior Hockey Franchise in the Ralph Engelstad Arena, the first opportunity to negotiate a tenant lease agreement with the Ralph Engelstad Arena of Thief River Falls.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: A new lease has not yet been determined, however, a new lease will be negotiated in good faith, keeping in mind the economic impact that it has on our overall business and residents of Thief River Falls, MN.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Collins, Executive Director, VenWorks of TRF, LLC., and Angie Philipp, City Administrator of Thief River Falls and Mayor Brian Holmer, City of Thief River Falls.

ATTACHMENTS:

None



City of Thief River Falls

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Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.9 Approval of One-Year Storm Water Utility Rate Increase

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

MOTION TO: To approve a one-year Storm Water Utility Rate Increase. The new rate proposal would be \$6.00/month for residential properties, and \$14.50/acre x 2.5 x impervious area of property or \$14.50/acre x 1.5 x entire area of property for apartment buildings and commercial properties.

BACKGROUND: The previous storm water utility rate was approved in 2020, and had incremental increases in 2021 and 2022. The proposed rate increase would be approved for only one year. The Residential monthly rates would increase \$.50/month and Commercial/Multi-family/Industrial rates would increase \$1.00/acre/month, based on applicable formula. The current residential rate and commercial rates are significantly lower than similar size comparable cities. The one year proposed approval rate will allow for new data technology to be considered with future storm water utility rate.

KEY ISSUES: The City adopted a storm water utility in 2004 to fund the cost of installing, operating, and maintaining the city's storm sewer system. It also funds related operations such as street sweeping to prevent debris from entering the storm sewer system.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

None



Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.10 Approval of 2023 Street & Utilities Improvement Project Call for Plans and Specifications

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

MOTION TO: Order Improvements and Call for Plans and Specifications for the 2023 Street & Utilities Improvements Project as follows:

BACKGROUND: 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 Cul-de-sac (aggregate, curb and gutter, asphalt pavement).

KEY ISSUES: A public hearing was held tonight, February 21st, to discuss the proposed improvements. The City Council will need to order the improvements and call for plans and specifications to allow adequate preparation time to stay on schedule for a May 4th bid opening. The council may order any, or all, of the items identified in the list of improvements.

FINANCIAL CONSIDERATIONS: Outlined in the attached financial summary.

LEGAL CONSIDERATION: Minnesota Statute Chapter 429 requirements apply.

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director.

ATTACHMENTS:

None

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING SOLICITATION OF PRIVATE CONTRIBUTIONS/DONATIONS TO FUND THE CITY'S HOSTING OF THE COALITION OF GREATER MINNESOTA CITIES IN JULY OF 2023

WHEREAS, Minn. Stat. § 465.03 authorizes cities to accept gifts to be used upon the terms specified by the donor(s);

WHEREAS, the City of Thief River Falls will be hosting the Coalition of Greater Minnesota Cities in July of 2023;

WHEREAS, the hosted event does not qualify for statutory public expenditures;

WHEREAS, in order to create a positive experience, to highlight the community, and to engage in educational, civic, and governmental discourse for the betterment and improvement of City governmental operations, the City of Thief River Falls wishes to seek the solicitation of private contributions/donations from non-interested parties to assist with its hosting of the Coalition of Greater Minnesota Cities in July of 2023;

WHEREAS, the governing body determines that hosting of this event in July of 2023 will foster positive relationships between the City of Thief River Falls and other Cities throughout the State of Minnesota and will provide education and betterment of municipal operations.

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

That this council hereby authorizes officials, staff and volunteers to solicit private contributions/donations from non-interested parties for the express purposes of funding or supporting the hosting of the Coalition of Greater Minnesota Cities in this community in July of 2023.

Passed by the City Council of Thief River Falls, Minnesota this _____ day of March, 2023.

Mayor

Attested:

City Clerk



City of Thief River Falls

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

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www.citytrf.net

Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.12 Authorize the City Administrator to purchase voting booths

RECOMMENDATION: It is respectfully requested the council consider the following recommendation from the Administrative Committee:

MOTION TO: Authorize the City Administrator to purchase 46 voting booths with light in the amount of \$9,660 plus \$750 in shipping cost from Government Forms and Supplies.

BACKGROUND: The existing election voting booths are in terrible condition. The side plastic dividers have become extremely brittle and continuously break. The City of Thief River Falls has been able to use the existing booths for around 40 years or more. With this purchase of new voting booths will provide additional spaces to vote at each precinct for elections in the future.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: Fund balance reserve dollars for election equipment.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



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Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.13 Approval of Councilmember Per Diem

RECOMMENDATION: It is respectfully requested the Council consider the Administrative Services Committee Recommendation:

MOTION TO: To authorize payment of councilmember per diem of \$32.50 per meeting for meetings approved by City Council as listed in the January 3, 2023 council minutes or such other meetings as may be approved by the City Council for per diem payment except that no more than three per diem meeting payments shall be approved for any one calendar day. If a councilmember attends a conference or training the following per diem will be authorized. A conference or training that lasts 4 hours or under in 1 calendar day will be paid at \$75, if conference or training is over 4 hours in 1 calendar day it will be paid at \$100. Payments would be for meetings after March 1, 2023.

BACKGROUND: The City of Thief River Falls relies on Councilmembers to participate actively and regularly by attending meetings to which they have been assigned. Meetings are scheduled at all times of the day both in Thief River Falls and in other locations. Attendance at meetings often requires councilmembers to change their work or personal schedules or both and may result in lost income. City Council meetings would not be eligible for per diem payment.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



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Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.15 Approve employment of Erik Jax as Patrol Officer

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

MOTION TO: To approve the following employment:

Erik Jax as a Patrol Officer. Officer Jax shall have a begin date of employment on February 23rd, 2023, at Grade 5, Step 3 of the LELS salary schedule for a starting salary of \$31.50 per hour. Officer Jax has successfully completed all pre-employment examinations.

BACKGROUND: The City Council, by Resolution No.06.147.22 authorized that the City of Thief River Falls begin the process to fill the position of Patrol Officer. Applications from the public were accepted and interviews were conducted on January 19th. Mr. Jax was offered the position pending successful passage of background requirements, which has been accomplished, and pending approval by the City Council. As a result of recent patrol officer resignations an officer needs to be replaced in the department to continue coverage of shifts.

KEY ISSUES: The Police Department currently has 14 full-time officers. At the beginning of 2022 we had 16 full-time officers.

FINANCIAL CONSIDERATIONS: This is a budgeted item for 2023.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Marissa Adam, Chief of Police

ATTACHMENTS:

None



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Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.16 Authorize the advertising of filling an additional position for Police Officer

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

MOTION TO: To authorize the advertising of filling the position of Patrol Officer. This position would be the 17th officer. The position is a LELS Union Grade Level 6 non-exempt position. The Patrol Officer vacancy will be opened to the public for filling.

BACKGROUND: This was brought up for discussion in budget meetings to try and limit the overtime that has been generated for lack of police officer positions.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a budgeted item for 2023.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Marissa Adam, Chief of Police

ATTACHMENTS:

None



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Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.17 Approve for the City of Thief River Falls to change our domain name to trfmn.gov

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

MOTION TO: Approve for the City of Thief River Falls to change our domain name to trfmn.gov

BACKGROUND: The City presently has citytrf.net as our domain name. To increase security and be recognized as a government entity we would like to change our domain name to trfmn.gov.

KEY ISSUES: A .gov domain is important because it verifies the website belongs to an official government agency in the United States.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, Information Technology Coordinator

ATTACHMENTS:

1.	2b-Authorization Letter
----	-------------------------



City of Thief River Falls

OFFICE OF THE MAYOR

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

PHONE: 218-681-2943
FAX: 218-681-6223
mayorholmer@citytrf.net
www.citytrf.net

February 21, 2023

.Gov Domain Registration
c/o Verisign, Inc.
12061 Bluemont Way
Reston, Virginia 20190

To the .gov Program:

As [authorizing authority](#) for the City of Thief River Falls, I request that responsibility for the domain name trfmn.gov be delegated to my municipality.

We would like a .gov domain to increase security and utilize multi-factor authentication. Since our website is used for City Business, having the .gov domain verifies the website belongs to an official government agency. We want our citizens to be able to trust they are on the right website and looking at the correct information.

To obtain and maintain trfmn.gov the City of Thief River Falls will meet the general and specific requirements for federal agencies, found at <https://home.dotgov.gov/registration/requirements>.

The following will be listed as contacts for trfmn.gov, which the City of Thief River Falls will keep up to date in the .gov registrar.

Administrative Contact

Angela Philipp
City Administrator
405 3rd St E., Thief River Falls, MN 56701
(218) 681-2943
aphilipp@ciytrf.net

Security Contact

website@citytrf.net

Technical Contact

Joanne Olson
Information Technology Coordinator
405 3rd St E., Thief River Falls, MN 56701
(218) 681-2943
jolson@citytrf.net

I understand that if I wish to retire citytrf.net, I must submit a written request to registrar@dotgov.gov.

Sincerely,

Mayor Brian Holmer
City of Thief River Falls



Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.18 Approve for the City of Thief River Falls Mobile Device Management (MDM)

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

MOTION TO: Approve for the City of Thief River Falls Mobile Device Management (MDM)

BACKGROUND: The City presently does not have the means to manage mobile devices, such as cell phones and iPads.

KEY ISSUES:

1. A mobile device management would help us manage and secure our fleet of mobile devices:

- Detect and distribute, missing patches and updates
- Manage Installed Applications (software).
 - Distribution and blocking of malicious apps.
- Apply policies (lock password screen, password configuration)
- Device and app security
- Remote actions for lost and stolen devices (locate, wipe).

2. 3 MDMs were reviewed

- The one chosen was:
 - Least expensive at \$2.25 per device per month
 - Recommended by Verizon and Morris Electronics
 - Includes 2 hours of setup support + one more hour.
 - 24/7/365 support is available in Austin, TX, with excellent support
 - Supports DEP (Device Enrollment Program)
 - 63 licenses include: 36 cell phones, 27 iPads (including City Councils)

FINANCIAL CONSIDERATIONS: \$141.75 per month (\$1701.00 annually), budgeted in IT Contracts.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, Information Technology Coordinator

ATTACHMENTS:

None



City of Thief River Falls

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Request for Council Action

DATE: 2/21/2023

SUBJECT: #9.19 Approval to migrate to Government tenant and purchasing Office 365 Government licensing

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

MOTION TO: Approve for the City of Thief River Falls migrating our Office 365 from the Commercial tenant to the Government tenant and purchasing Office 365 Government licensing.

BACKGROUND: The City presently is in the business cloud with our Office 365. Office 365 Government plans are designed for government organizations.

KEY ISSUES:

- Security
- In the government cloud we are guaranteed our data does not leave the USA.
- Employees are screened and vetted.
- Meets U.S. Compliance and security standards.

FINANCIAL CONSIDERATIONS: \$12,450.00 for Office 365 Government licensing. \$7930.00 budgeted in IT Contracts for 2023. \$4520.00 from the fund reserve balance. Migration services from Morris Electronics not to exceed \$5,000.00 from fund reserves.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, Information Technology Coordinator

ATTACHMENTS:

1.	5b-SHI Quote-22948453 (008)
----	-----------------------------



Pricing Proposal
Quotation #: 22948453
Created On: 1/11/2023
Valid Until: 1/31/2023

MN-City of Thief River Falls

Joanne Olsen

405 THIRD STREET EAST
Thief River Falls, MN 56701
United States
Phone: (218) 416-7050
Fax:
Email: jolson@citytrf.net

Inside Account Executive

Wedieu Cole

290 Davidson Ave
Somerset, NJ 08873
Phone: 732-652-0836
Fax:
Email: wedieu_cole@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	O365 G1 GCC Sub Per User Microsoft - Part#: U4S-00002 Note: ESD - 1 Year	29	\$83.40	\$2,418.60
2	O365 G3 GCC Sub Per User Microsoft - Part#: AAA-11894 Note: ESD - 1 Year	41	\$232.32	\$9,525.12
3	M365 Apps Enterprise GCC Sub Per User Microsoft - Part#: 3WS-00001 Note: ESD - 1 Year	4	\$126.72	\$506.88
			Subtotal	\$12,450.60
			Total	\$12,450.60

Additional Comments

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.



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: 2/21/2023

SUBJECT: #9.20 Approve for the City of Thief River Falls licensing to back up our Office 365

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

MOTION TO: Approve for the City of Thief River Falls licensing to back up our Office 365.

BACKGROUND: As the City progresses using Office 365 it becomes more imperative the need to manage and protect our vital data with a backup. Backing up in terms of a separate copy of data stored in a separate location that can quickly and easily be recovered from.

KEY ISSUES:

- Accidental Deletion
- Retention policy gaps and confusion
- Internal and external security threats
- Legal and compliance requirements
- Managing hybrid email deployments and migrations to Microsoft 365
- Teams' data structure

FINANCIAL CONSIDERATIONS: \$1,961.00 (\$1390.90 annually) from the IT Contracts Budget

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Joanne Olson, Information Technology Coordinator

ATTACHMENTS:

1.	6b-Backup for O365 Feb 2023 Redacted
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From: Shawn Larsen
Phone: 320-208-1528
Cell: 320-287-0922
Fax: 320-589-3595
E-mail: shawn.larsen@morriselectronics.net

CO-TERMED TO EXISTING CONTRACT EXPIRATION DATE OF JUNE 22, 2023

Page 1 of 1
All prices and descriptions are subject to change without notice

**CITY OF THIEF RIVER FALLS
INVESTMENT SUMMARY**

BANK/BROKER	TYPE AND DESCRIPTION OF SECURITY	PAR	MATURITY DATE	YIELD OR INTEREST RATE	CALL DATE	CURRENT MARKET VALUE
RBC						
BMW Bnk North Amer Salt Lake	Certificate of Deposit - Brokered	\$209,000	11-Oct-23	1.85%	11-Apr-20	\$204,993.47
American Express Natl Bk	Certificate of Deposit - Brokered	\$248,000	18-Mar-24	1.60%	16-Sep-22	\$239,538.24
Comenity Cap Bk Utah CD 1.2	Certificate of Deposit - Brokered	\$249,000	15-May-24	2.75%	15-May-19	\$242,832.27
New York Community Bank	Certificate of Deposit - Brokered	\$183,000	03-Jun-24	0.30%	03-Dec-21	\$172,585.47
Port Houston Auth Tex Harris	Certificate of Deposit - Brokered	\$500,000	01-Oct-24	2.25%	12-Aug-20	\$483,720.00
Morgan Stanley Pvt Bk	Certificate of Deposit - Brokered	\$245,000	27-Feb-25	1.80%	27-Aug-20	\$231,194.25
State Bk India New York NY	Certificate of Deposit - Brokered	\$183,000	10-Jun-25	1.05%	10-Dec-20	\$168,343.53
Federal Home Ln Mtg Corp	Certificate of Deposit - Brokered	\$255,000	25-Aug-25	3.50%	25-Feb-23	\$248,826.45
JPMorgan Chase Bank N A CD CLL	Certificate of Deposit - Brokered	\$246,000	30-Sep-25	0.40%	31-Mar-21	\$220,024.86
Goldman Sachs BK USA New York	Certificate of Deposit - Brokered	\$200,000	11-Feb-26	1.00%	11-Aug-21	\$179,416.00
Vernon Hills Taxable GO	Certificate of Deposit - Brokered	\$246,000	30-Mar-26	2.85%	01-Jul-22	\$239,247.50
BankUnited A Svgs Bk Miami	Certificate of Deposit - Brokered	\$249,000	31-Mar-26	0.95%	30-Jun-21	\$221,983.50
UBS BK USA Salt Lake City UT	Certificate of Deposit - Brokered	\$245,000	16-Jun-26	0.85%	16-Jul-21	\$216,085.10
Defiance Ohio City Sch Dist	Bond - Brokered	\$550,000	01-Dec-28	0.00%	01-Dec-28	\$422,994.00
Fresno Calif Uni School Dist	Bond - Brokered	\$300,000	01-Aug-25	0.00%	01-Aug-25	\$268,665.00
Thief River Falls Minn Indpt	Bond - Brokered	\$190,000	01-Feb-27	1.01%	01-Feb-27	\$166,048.60
RBC INVESTMENTS						\$3,926,498.24
Border State Bank	Certificate of Deposit	\$100,000	16-Dec-23	2.09%	16-Dec-23	\$100,000.00
BORDER STATE BANK INVESTMENTS						\$100,000.00

First Mid-Illinois Bank & Trust	Certificate of Deposit - Brokered	\$242,600	06-Jul-23	2.942%	\$242,600.00
T Bank, National Association TX	Certificate of Deposit - Brokered	\$233,050	20-Jun-24	4.728%	\$233,050.00
4M Term Series, MN	Certificate of Deposit - Brokered	\$1,000,000	26-Jan-24	4.650%	\$1,000,000.00
4M INVESTMENTS					<u>\$1,475,650.00</u>

TOTAL CD INVESTMENTS	\$5,502,148.24
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MONEY MARKET ACCOUNTS

Piper Jaffray	First American Gov't Obligations Fund	0.01%	\$3,224,672.40
RBC	US Govt Money Market Fund		\$1.19
League of Minnesota Cities	4M Money Market Fund	0.01%	\$12,769,058.57
League of Minnesota Cities	4M Plus Fund	0.03%	\$26,250.89
League of Minnesota Cities	4M LTD Account		<u>\$749,075.29</u>

TOTAL MONEY MARKET SAVINGS	\$16,769,058.34
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GRAND TOTAL	01/31/2023	<u><u>\$22,271,206.58</u></u>
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*Interest paid every 6 months.

Travis Giffen

From: Johnson, Mark C <mark.johnson@northlandcollege.edu>
Sent: Tuesday, February 7, 2023 4:30 PM
To: Travis Giffen; Ashley Hejlik; 'kezarmusic@mncable.net'
Subject: Pioneer 90.1 Thursday Concert Series

SECURITY NOTICE:

This email originated from an external sender. Exercise caution before clicking on any links or attachments and consider whether you know the sender. For more information please contact Joanne Olson @ EXT 1150.

I have submitted a purchase order request to cover the cost of the shows for this summer. I should get approval within a week. I'll send a copy of the PO when I get it.

Joe and I have been working on a list of performers. If anyone from the city has anyone they'd like us to try to bring in, please let us know.

Here are some ideas so far:

Billy D and the Crystals
Front Fenders
Church of Cash
The Castaways
Fabulous Armadillos
High 48s
Robbie Vee
White Sidewalls
Bob & The Beachcombers
The Nite Owls

Local Acts
Shell Shock
Eagle Creek
Woodpicks
100Proof
Jensen Sisters
Cathy Erickson Band
Krome
Tami Lee
Kezar's
4Wheel Drive
Corey Medina

Looking forward to getting this going after we get approval from the committee!

Thanks!
Mark
683-8587