

COUNCIL PROCEEDINGS

Tuesday, February 21, 2023

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on February 21, 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 HEARING

- 2023 Street and Utilities Improvements

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

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

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 02.39.23: Approval of February 7, 2023 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 02-39-23, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve February 7, 2023 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.40.23: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 02-40-23, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$604,316.46. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.41.23: Pennington County Fair Association Gambling Premises Permit

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 02-41-23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, 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.

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

THEREFORE, BE IT RESOLVED Authorize the Pennington County Fair Association to conduct lawful gambling on the premises of Pennington County Fairgrounds (524 N Barzen).

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.42.23: Parade Application to Pennington County Fair Association during the Pennington County Fair

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 02-42-23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, 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.

WHEREAS, The license fee is \$20 per day.

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

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.43.23: Approval of Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 02-43-23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, Pennington County Fair Association applies for a Permit each year.

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

Applicant hereby agrees to obtain a resolution of its governing board wherein applicant agrees to indemnify and hold harmless the City of Thief River Falls and its elected officials, employees, and agents, from and against any and all liabilities, judgements, settlements, losses, costs, or charges, including attorneys' fees, incurred by the City of Thief River Falls, and/or any of its elected officials, employees, and agents, as a result of

any claim, demand, action, or suit relating to any bodily injury (including death), loss of property, and/or property damage caused by, arising out of, or relating to or associated with the granting of a temporary intoxicating liquor license to applicant.

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

WHEREAS, Cost of the license is \$35. Per day.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.44.23: Approval of Purchase of Plastic Sanitation Bags

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 02-44-23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, 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.

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			

	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

	Rolls of 100	Rolls of 25
	2823	3619

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	\$700	\$2.69	\$41,157.00	1.2 Flat	Black	White	382,500	\$0.108 Winning Bid
Dyna Pak	2900	\$14.10	\$700	\$3.55	\$54,025.00	1.2 Flat	Black	White	382,500	\$0.141
Waste Zero	2900		\$700	\$0.00		1.2 Flat	Black	White	382,500	No bid No bid
2022 purchase price		\$10.30	2.57							

THEREFORE, BE IT RESOLVED Approve the purchase of plastic refuse bags from Revolution Materials in the amount of \$41,157.00.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

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

Councilmember Steve Narverud motioned, being seconded by Councilmember Anthony Bolduc to call for the first reading of an Ordinance No 147, 3rd Series, Amendment to City Code Chapter 152.036 Performance Standards For Commercial And Industrial Zoning Districts. The motion carried.

WHEREAS, The City of Thief River Falls has sections in the city code within land usage that controls among other things the zoning code. Chapter 152.036 PERFORMANCE STANDARDS FOR COMMERCIAL AND INDUSTRIAL ZONING DISTRICTS includes Buffer requirements. Periodically when warranted these regulations are reviewed and amended to address circumstances as requested.

WHEREAS, Section 152.036 requires Buffers on commercial and industrial zoned properties adjacent to residential or agricultural zoned land. This has been problematic on numerous occasions as these buffers are generally completed at the end of a project with very little detail on the front end of the project. The requirements would remain basically the same with the addition of the requirement of a conditional use permit prior to issuance of a building permit. This would require a public hearing with the Planning Commission that includes neighborhood notification for the presentation of a buffer plan which may allow a reduction of the 35' dimension in certain circumstances with a performance-based design. A recommendation for approval from the Planning Commission would be forwarded to the City Council for final review and consideration.

THEREFORE, BE IT RESOLVED 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, 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.

City Attorney Sparby read the proposed ordinance. No action was taken at this time and this ordinance will again be presented at the next Council Meeting.

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.

Councilmember Jason Aarestad motioned, being seconded by Councilmember Mike Lorenson to call for the first reading of an 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.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED Call for First Reading of Ordinance No 146, 3rd Series, amendment to City Code Chapter 30.02 amending the 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.45.23: 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.

Following discussion, Councilmember Steve Narverud introduced Resolution No. 02.45.23, being seconded by Councilmember Jason Aarestad, to suspend second reading and approve the 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.

On vote being taken, the resolution was unanimously passed.

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.

Councilmember Jason Aarestad motioned, being seconded by Councilmember Anthony Bolduc to call for the first reading of an 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.

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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.46.23: 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.

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02.46.23, being seconded by Councilmember Michele McCraw, to suspend second reading and approve the 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.47.23: Approval of Rivers & Rails Brewery Application For Small Brewer Off Sale

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02-47-23, being seconded by Councilmember Michele McCraw, that:

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

WHEREAS, 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.

THEREFORE, BE IT RESOLVED To Approve an Application For Small Brewer Off Sale – 128 ounces per day to Rivers & Rails Brewery.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.48.23: Approval of Employment and Wage of Daniel Chase, Electric Superintendent

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 02-48-23, being seconded by Councilmember Steve Narverud, Councilmember Jason Aarestad requested roll call vote.

On vote being taken, Lorenson, Narverud, and Holmer voted aye. Bourne, McCraw, Aarestad, Pream and Bolduc voted nay. The resolution failed.

RESOLUTION NO. 02.61.23: Approval of Reopening of Electric Superintendent Position

Following discussion of failed motion, Councilmember Jason Aarestad motioned, being seconded by Councilmember Megan Bourne, to reopen Electric Superintendent to the public immediately.

On vote being taken, the motion was unanimously passed.

RESOLUTION NO. 02.49.23: Approval of Notice of Right of First Refusal - Stoked, LLC

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02-49-23, being seconded by Councilmember Scott Pream, that:

WHEREAS, 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.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.50.23: Approval of One-Year Storm Water Utility Rate Increase

Following discussion, Councilmember Scott Pream introduced Resolution No. 02-50-23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, 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.

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.51.23: Approval of 2023 Street & Utilities Improvement Project Call for Plans and Specifications

Following discussion, Councilmember Steve Narverud introduced Resolution No. 02-51-23, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The items outlined in the feasibility report listed below are potential improvements based on items from the City's Capital Improvement Program, items requested by developers, homeowners, and other departments.

The 2023 Street and Utilities improvement plan for the city of Thief River Falls includes:

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

pavement).

WHEREAS, 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.

THEREFORE, BE IT RESOLVED Order Improvements and Call for Plans and Specifications for the 2023 Street & Utilities Improvements Project as follows:

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.52.23: Approval of Resolution Accepting a Donation(S) To The City Of Thief River Falls, MN

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02-52-23, being seconded by Councilmember Scott Pream, that:

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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.53.23: Approval to Authorize the City Administrator to purchase voting booths

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 02-53-23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.54.23: Approval of Councilmember Per Diem

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02-54-23, being seconded by Councilmember Scott Pream, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. : Discussion on Department Head Performance Evaluations vs Department Update at Committee of Whole Meeting

Council discussed whether to have department head reviews at the first council meeting of the month with a summary read at the second meeting of the month. Council agreed the reviews should maybe happen within the particular committee that knows more of the individual's performance. Council discussed they would prefer department updates vs. reviewing of individual department head. The administrative committee recommended having a committee of whole meeting every other month with a department update, possible Teams trainings and LMC trainings. Council agreed to have first Committee of Whole on March 7, 2023.

RESOLUTION NO. 02.55.23: Approve employment of Erik Jax as Patrol Officer

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02-55-

23, being seconded by Councilmember Scott Pream, that:

WHEREAS, 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.

WHEREAS, The Police Department currently has 14 full-time officers. At the beginning of 2022 we had 16 full-time officers.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.56.23: Approval to Authorize the advertising of filling an additional position for Police Officer

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02-56-23, being seconded by Councilmember Megan Bourne, that:

WHEREAS, 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.

WHEREAS, This is a budgeted item for 2023.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.57.23: Approve for the City of Thief River Falls to change our domain name to trfmn.gov

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 02-57-23, being seconded by Councilmember Mike Lorensen, that:

On vote being taken, the resolution was unanimously passed.

WHEREAS, 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.

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

THEREFORE, BE IT RESOLVED Approve for the City of Thief River Falls to change our domain name to trfmn.gov

RESOLUTION NO. 02.58.23: Approve for the City of Thief River Falls Mobile Device Management (MDM)

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 02-58-23, being seconded by Councilmember Scott Pream, that:

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

WHEREAS,

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)

THEREFORE, BE IT RESOLVED Approve for the City of Thief River Falls Mobile Device Management (MDM)

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.59.23: Approval to migrate to Government tenant and purchasing Office 365 Government licensing

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 02-59-23, being seconded by Councilmember Scott Pream, that:

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

WHEREAS,

- 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.

THEREFORE, BE IT RESOLVED 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 02.60.23: Approve for the City of Thief River Falls licensing to back up our Office 365.

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 02-60-23, being seconded by Councilmember Michele McCraw, that:

WHEREAS, 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.

WHEREAS,

- 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

THEREFORE, BE IT RESOLVED Approve for the City of Thief River Falls licensing to back up our Office 365.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Councilmember Jason Aarestad gave a shout out for the events at the Arena.
- Councilmember Mike Lorenson mentioned there are promotion flights at the airport

March and April for \$89.

- Mayor Brian Holmer mentioned to council and staff that if attending A Day at the Capital let him or Angie know by February 24th.

UPCOMING MEETINGS

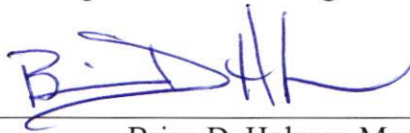
- City Council Meeting - March 7th at 5:30 p.m.
- Committee of Whole – March 7th Immediately following City Council Meeting
- Utilities Committee - March 13th at 7:00 a.m.
- Public Safety/Liquor Committee - March 13th at 4:30 p.m.
- Administrative Services Committee - March 14th at 4:30 p.m. Room 201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

INFORMATIONAL ITEMS

- January 2023 Investment Summary
- Music in the Park - Cultural Grant Collaboration/Pioneer 90.1

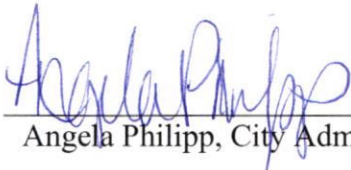
ADJOURNMENT

There being no further discussion, Councilmember Mike Lorenson, being seconded by Councilmember Scott Pream to adjourn at 6:37 p.m. On vote being taken, the Chair declared the motion unanimously carried.



Brian D. Holmer, Mayor

Attest:



Angela Philipp, City Administrator