

THIEF RIVER FALLS CITY COUNCIL AGENDA

Tuesday, May 16, 2023

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

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC FORUM - *Individuals may address the City Council about any item not included on the regular agenda. A maximum of 5 minutes is allotted for the public forum. The City Council will not take official action on items discussed at this time, with the exception of referral to staff or a committee, board or commission for a future report.***
- 5. PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS**
 - 5.1. Bike Month Proclamation
 - 5.2. American Legion Family National Poppy Day Proclamation
- 6. APPROVE AGENDA - *Council members may add items to the agenda for discussion purposes or staff direction. The Council will not normally take official action on items added to the agenda.***
- 7. CONSENT AGENDA - *These items are considered routine in nature and are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item and place it on the regular agenda for discussion and consideration. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.***
 - 7.1. Approval of May 2, 2023 Council Proceedings
 - 7.2. City of Thief River Falls Bills and Disbursements
 - 7.3. Approve Anne Cummings Beer in the Park Permit
 - 7.4. J&M Displays, Inc Fireworks Display Permit Application
- 8. NEW BUSINESS**
 - 8.1. Call for first reading to consider an amendment to City Code Chapter 151.42

EASEMENTS, amending easement requirements, and by adopting by reference City Code Chapter 10 and Section 152.998

- 8.2. Approve Summer Work Hours for City Hall
- 8.3. Authorize the purchase of a 2023 Squad Car
- 8.4. Approval of Employment of Liza Hams-Cardinal for the Inventory position.
- 8.5. Agreement for Federal Participation in Construction
- 8.6. Approve 2023 Street Improvements Project
- 8.7. Approve Bicycle and pedestrian advisory group
- 8.8. Approval of step change for Investigator Position
- 8.9. Bank reconstruction for handicap ramp fishing pier

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

10. UPCOMING MEETINGS

- 10.1. City Council Meeting - June 6th at 5:30 p.m.
- 10.2. Committee of Whole Meeting - June 6th Immediately following City Council
- 10.3. Utilities Committee Meeting - June 12th at 7:00 a.m.
- 10.4. Public Safety Liquor Committee Meeting - June 12th at 4:30 p.m.
- 10.5. Administrative Services Committee Meeting - June 13th at 4:30 p.m. (Rm 201)
- 10.6. Public Works Committee Meeting - June 14th at 4:30 p.m.
- 10.7. City Council Meeting - June 20th at 5:30 p.m.

11. INFORMATIONAL ITEMS

- 11.1. April 2023 Investment Summary

12. ADJOURNMENT

City of Thief River Falls complies with the ADA. Individuals with disabilities requiring special aids should contact the City Administrator, 405 Third Street East, Thief River Falls, MN 56701, 218-681-2943, 48 hours prior to the scheduled meeting.



PROCLAMATION

Bike Month Proclamation

City of Thief River Falls

WHEREAS, the bicycle is a sound form of transportation and excellent for recreation and enjoyment in Thief River Falls; and

WHEREAS, throughout the month of May, BikeMn, Bike Thief River Falls, and the League of American Bicyclists, will be promoting bicycling during the month of May 2023; and

WHEREAS, these groups are also promoting bicycle tourism year-round to attract more visitors to enjoy our local restaurants, hotels, retail establishments, and cultural and scenic attractions; and

WHEREAS, these groups are also promoting greater public awareness of bicycle operation and safety education in an effort to reduce collisions, injuries, and fatalities and improve health and safety for everyone on the road;

WHEREAS, the city, county, Bike Thief River Falls, businesses and others continue to work together to make Thief River Falls and Pennington County more bike friendly, including over 20 miles of bike lanes and bike trails, and

WHEREAS, Thief River Falls is now recognized in 2022 as a Bronze level Bicycle Friendly Community by the League of American Bicyclists,

NOW, THEREFORE BE IT RESOLVED that, I, Brian Holmer, Mayor of Thief River Falls, do hereby proclaim May 2023 as Bike Month in Thief River Falls, and I urge all residents to join me in this special observance.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Thief River Falls, Minnesota to be affixed this 16th day of May, 2023.

Brian D. Holmer, Mayor



AMERICAN LEGION FAMILY NATIONAL POPPY DAY PROCLAMATION

Whereas, poppies are worn and displayed as a symbolic tribute to our fallen and the future of living veterans and servicemembers; and

Whereas, at the end of World War I, The American Legion Family adopted the poppy as a symbol of freedom and the blood sacrificed by troops in wartimes. The symbolic use of the poppy comes from the poem “In Flanders Fields,” which movingly begins, “In Flanders Fields the poppies blow, between the crosses, row on row,” referring to the poppies that sprang up in the churned-up earth of newly dug soldiers’ graves over parts of Belgium and France; and

Whereas, The American Legion Family has long utilized the red poppy as its official flower, symbolizing the blood shed by those who have served in our U.S. military, and the meaning and symbolism of the poppy, mirroring the manner in which the poppy is symbolically showcased in England and Canada in celebratory fashion on their Remembrance Day, also known as Armistice Day and Poppy Day; and

Whereas, wearing a poppy will unite citizens from across the country who decide to show their patriotism; and

Whereas, May 26, 2023, would be an appropriate date to designate as National Poppy Day®.

Therefore, I, Brian Holmer, Mayor of the City of Thief River Falls, designate May 26, 2023 as National Poppy Day, and do hereby encourage all citizens, residents, and visitors in Thief River Falls to join in observing this day to honor every servicemember who has died in the name of liberty, freedom and democracy while also showing their support for living veterans, servicemembers and their families.

Brian D. Holmer, Mayor

COUNCIL PROCEEDINGS

Tuesday, May 2, 2023

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on May 2, 2023. This meeting is being presided over by Mayor Brian Holmer.

ROLL CALL

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

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

- National Travel and Tourism Week 2023

APPROVE AGENDA

Councilmember Mike Lorensen motioned, being seconded by Councilmember Scott Pream, to approve the agenda with the addition 8.6 and 8.7.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 05.95.23: Approval of April 18, 2023 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced Resolution No. 05.95.23, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve April 18, 2023 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 05.96.23: City of Thief River Falls Bills and Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Anthony Bolduc introduced Resolution No. 05.96.23, being seconded by Councilmember Michele McCraw, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of \$1,583,957.78 and Council Per Diems in the total amount of \$1,332.50. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 05.97.23: Authorize City Administrator to Sign the Music in the Floyd B. Olson Gazebo Park Contracts as they are received for the Summer 2023.

Following discussion, Councilmember Scott Pream introduced Resolution No. 05.97.23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, Pioneer 90.1 is the recipient of an Arts & Cultural Heritage Fund (Legacy) grant. One of their approved projects is a live concert series called “Pioneer 90.1 Live Sessions”. Audio recordings of the concerts in the park will be broadcast on Pioneer 90.1 and shared with other public radio stations.

Pioneer 90.1 has an approved purchase order for the City of Thief River Falls that will cover performance fees and building a small stage area in front of the gazebo.

Performers will be contracted by the city, and the radio station (Northland Community & Technical College) will reimburse performance fees.

WHEREAS, Legacy Funds.

THEREFORE, BE IT RESOLVED Authorize the City Administrator to sign the Music in the Park contracts as they are received for the summer of 2023.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 05.98.23: Approve Independent Service Contract with Brian Benitt

Following discussion, Councilmember Scott Pream introduced Resolution No. 05.98.23, being seconded by Councilmember Megan Bourne, that:

WHEREAS, Brian Benitt has previously worked for the city. Brian has valuable pesticide application certifications, as well as general process information that can be shared with other staff members.

WHEREAS, The city has had an absent forester position since the beginning of January, 2023.

WHEREAS, The contract would be for \$55.00/hour with a maximum of 30 hours per week to conduct the services needed by the Public Works Department.

THEREFORE, BE IT RESOLVED Authorize the Mayor and City Administrator to sign the Independent Service Contract with Brian Benitt for various forestry services.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 05.99.23: Amend Resolution 07.168.22 Approve Public Works Recommendation to contract services quoted (95 degrees West) for spring 2023, in the amount of \$28,000.00.

Following discussion, Councilmember Michele McCraw introduced Resolution No. 05.99.23, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED Approve Public Works Recommendation to contract services quoted (95 degrees West) for spring 2023, in the amount of \$26,900.00 The

total consists of \$17,650.00 for color ortho imagery (47 sq miles/Red perimeter), and \$9,250.00 for lidar bare earth delivery (15.5 miles/yellow perimeter) data.

\$15,000.00 Community Services Contract Services Budget
\$11,800.00 Stormwater Utilities Contract Services Budget

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 05.100.23: Summary of City of Administrator Performance Review

Delray Sparby presented Summary of City of Administrator Performance Resolution No. 05.100.23.

At the April 18th, 2023, meeting of the City Council, the meeting was closed by the council to evaluate the job performance of Angie Philipp, City Administrator as it relates to the wage study pay rate adjustment implementation and certain expense issues. This closed meeting was recessed to April 25th, 2023. As required by Minnesota State Statute 13D.05 Subd. 3 (a), at its next open meeting, the public body shall summarize its conclusions regarding the evaluation.

The council conducted an evaluation of Angie Philipp, City Administrator, as it relates to the wage study pay rate adjustment implementation and certain expense issues and as a summary of it's conclusions, the council found that Ms. Philipp:

1. Was aware of a pay rate adjustment payroll implementation error on approximately December 16th, 2022, as it related to the Teamsters, Fire Union and LELS.
2. That subsequently the same payroll implementation error was allowed to occur in the next following pay period in regard to the MAPS pay rate adjustment implementation, which further exacerbated the pay rate adjustment implementation payroll error.
3. That the pay rate adjustment implementation error was not brought to committee until the first committee meeting in March of 2023 and was not presented to the full council until the March 21st, 2023, regular council meeting.
4. That conflicting amounts have been provided as to the amount or cost of the error and the exact amount of the pay rate adjustment payroll implementation error is still not known and is being calculated by the Brady Martz accounting firm.
5. That certain expense issues were adequately explained to the Council.
6. That it was the consensus of the Council that the issue was not so much the implementation error itself, which can be fixed, but the exacerbation of the error, not bringing it to the Council's attention in a timely manner and not having a firm number for the Council's consideration of the issue.

RESOLUTION NO. 05.101.23: Performance Appraisal of City Administrator Position

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 05.101.23, being seconded by Councilmember Scott Pream that:

WHEREAS, The League of Minnesota Cities Human Resources Reference Manual recommends regular performance evaluations:

“The purpose of the performance evaluation process is to review with employees what is expected of them, what they are doing well, how they are deficient in performance (if at all), how they can improve, and what goals they are expected to achieve over the next performance period. Performance evaluations, if done effectively, are a key component of performance management.” (League of Minnesota Cities Human Resources Reference Manual, Chapter 7, Page 55)

THEREFORE, BE IT RESOLVED The City Council has conducted a performance evaluation of City Administrator, Angela Philipp, an individual who is subject to its authority, as it relates to the wage study, pay rate adjustment implementation and certain expense issues. Based upon said review the City Council recommends the following corrective action: The City Administrator will be suspended without pay from May 3rd through May 9th, 2023. Performance reviews will be scheduled for June 20th, August 15th, and October 17th, 2023.

Councilmember Anthony Bolduc requested a roll call vote. On vote being taken, Pream, McCraw, Lorensen, Bourne, and Holmer voted aye. Councilmember Bolduc voted nay. Councilmember Aarestad abstained. The motion carried and the item passed.

RESOLUTION NO. 05.102.23: Approval to appoint Dale Narlock as Director and Brian Jacobson as Advisor to the NMPA Board of Directors.

Following discussion, Councilmember Mike Lorensen introduced Resolution No. 05.102.23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The City of Thief River Falls is a member of the Northern Municipal Power Agency. Each of the twelve members of the Agency appoints a Director and Advisor as a member of the NMPA Board of Directors.

THEREFORE, BE IT RESOLVED To accept the Utilities Committee recommendation to appoint Dale Narlock as Director and Brian Jacobson as Advisor to the Northern Municipal Power Agency Board of Directors. Terms effective May 1, 2023 through April 30, 2024.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 05.103.23: Authorize Mayor Brian Holmer to sign a letter of support to USA Hockey.

Following discussion, Councilmember Scott Pream introduced Resolution No. 05.103.23, being seconded by Councilmember Megan Bourne, that:

WHEREAS, Ralph Engelstad Arena and the City of Thief River Falls, fully supports Minnesota Sports and Events. We take great pride in our community’s ability to deliver a pre-tournament experience with the 2026 World Junior Championships that will be unforgettable for participants, coaches, media and fans from around the world.

THEREFORE, BE IT RESOLVED Authorize Mayor Brian Holmer to sign a letter of support for some 2026 World Junior Championship pre-tournament games to be held at

the Ralph Engelstad Arena.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Mayor Holmer mentioned he and Councilmember Mike Lorensen attended the airport hangar ground breaking and third largest.
- Mayor Holmer reminded of the Pennington County clean-up day is Saturday, May 6th, from 8 a.m. to 12p.m.
- Councilmember Mike Lorensen would like councilmembers to look into how other cities are utilizing American Rescue Funds. Mike also mentioned citizens have expressed concerns about property values going up. The city does not have any impact on the property values. Mike recommends citizens reach out to the county with questions.

UPCOMING MEETINGS

- Committee of Whole Meeting - May 2nd Immediately following City Council
- Pennington County clean-up day is Saturday, May 6th, from 8 a.m. to 12p.m.
- Utilities Committee Meeting - May 8th at 7:00 a.m.
- Public Safety Liquor Committee Meeting - May 8th at 4:30 p.m.
- Administrative Services Committee Meeting - May 9th at 4:30 p.m. (Rm 201)
- Public Works Committee Meeting - May 10th at 4:30 p.m.
- City Council Meeting - May 16th at 5:30 p.m.

INFORMATIONAL ITEMS

ADJOURNMENT

There being no further discussion, Councilmember Anthony Bolduc, being seconded by Councilmember Scott Pream to recess to the Committee of Whole at 6:05 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

FUND	DEPARTMENT	DESCRIPTION
100	GENERAL FUND	
	4110	City Council
	4140	Elections
	4150	City Administration
	4160	City Attorney
	4192	IT Department
	4194	Government Buildings
	4210	Police
	4215	Emergency Management
	4220	Fire
	4240	Building Official
	4312	Street
	4315	Sanitation
	4316	Street Lighting
	4510	Park Department
	4550	Branch Library
	4560	Carnegie Library Building
	4570	201 Atlantic Ave Garage
	4650	Public Works
	4670	General Administration
210	COMMUNITY DEVELOPMENT REVOLVING LOAN FUND	
230	TRF K-9 UNIT FUND	
260	MECC	
270	TRAIN CANOPY	
610	LIQUOR	
620	WATER UTILITY	
630	REA & HOMCC ARENAS - VENUWORKS	
640	MULTI EVENTS CULTURAL CENTER - VENUWORKS	
650	TOURIST PARK CAMPGROUNDS - VENUMORKS	
670	STORM WATER UTILITY	
680	WASTEWATER UTILITY	
690	ELECTRIC UTILITY	
810	POLICE RELIEF ASSOCIATION	
820	GREENWOOD CEMETERY FUND	



Equal Opportunity Employer

City of Thief River Falls

#7.02

COUNCIL MEETING BILLS

MAY 16th, 2023

SUMMARY OF DISBURSEMENTS

4/27/2023	AP PKT #575 - DIRECT PAYABLES	\$1,958.02
4/28/2023	AP PKT #576 - DIRECT PAYABLES	\$140,706.74
5/4/2023	AP PKT #578 - PAYROLL #9	\$295.82
5/4/2023	AP PKT #579 - PAYROLL #9	\$113,067.03
5/4/2023	AP PKT #580 - DIRECT PAYABLES	\$9,285.12
5/8/2023	AP PKT #581 - DIRECT PAYABLES	\$126,791.25
5/16/2023	AP PKT #583 - COUNCIL MEETING	\$172,915.51
GRAND TOTAL OF DISBURSEMENTS		\$565,019.49



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00575 - 04/27/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: U S POSTMASTER							
U S POSTMASTER	05 2023	04/27/2023	100-4315-62010	Office Supplies	POSTAGE - MAY 2023 UTILITY...		293.70
U S POSTMASTER	05 2023	04/27/2023	620-4840-62010	Office Supplies	POSTAGE - MAY 2023 UTILITY...		685.31
U S POSTMASTER	05 2023	04/27/2023	680-4840-62010	Office Supplies	POSTAGE - MAY 2023 UTILITY...		195.80
U S POSTMASTER	05 2023	04/27/2023	690-4840-62010	Office Supplies	POSTAGE - MAY 2023 UTILITY...		783.21
Vendor U S POSTMASTER Total:							1,958.02
Grand Total:							1,958.02

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	293.70
620 - WATER UTILITY FUND	685.31
680 - WASTEWATER UTILITY FUND	195.80
690 - ELECTRIC UTILITY FUND	783.21
Grand Total:	1,958.02

Account Summary

Account Number	Account Name	Expense Amount
100-4315-62010	Office Supplies	293.70
620-4840-62010	Office Supplies	685.31
680-4840-62010	Office Supplies	195.80
690-4840-62010	Office Supplies	783.21
Grand Total:		1,958.02

Project Account Summary

Project Account Key	Expense Amount
None	1,958.02
Grand Total:	1,958.02



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00576 - 04/28/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: CANNON TECHNOLOGIES INC							
CANNON TECHNOLOGIES INC	948153100	04/28/2023	620-4890-63020	Computer Maintenance & lic...	2023 YUKON HARDWARE & ...		4,105.20
CANNON TECHNOLOGIES INC	948153100	04/28/2023	690-4890-63020	Computer Maintenance & lic...	2023 YUKON HARDWARE & ...		15,808.80
Vendor CANNON TECHNOLOGIES INC Total:							19,914.00
Vendor: ELECTRONICS PLUS OF T R F INC							
ELECTRONICS PLUS OF T R F I...	86759	04/28/2023	610-4850-62210	Equipment Maint & Repair	SECURITY CAMERAS - POWER...		1,146.15
Vendor ELECTRONICS PLUS OF T R F INC Total:							1,146.15
Vendor: MN DPT OF REVENUE - SALES/USE TAX							
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	100-20220	Sales Tax Payable	SALES TAX - MAR 2023		10,999.51
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	100-4315-62210	Equipment Maint & Repair	USE TAX MAR 2023		51.79
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	610-4840-62140	Off Sale Supplies	USE TAX MAR 2023		66.34
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	610-4850-62210	Equipment Maint & Repair	USE TAX MAR 2023		0.71
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	610-4850-62230	Building Maint & Repair	USE TAX MAR 2023		18.37
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	620-20220	Sales Tax Payable	SALES TAX MAR 2023		2,732.13
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	690-14100	Inventory - Materials	USE TAX MAR 2023		32.45
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	690-20220	Sales Tax Payable	SALES TAX MAR 2023		68,940.23
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	690-4840-62010	Office Supplies	USE TAX MAR 2023		0.23
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	690-4840-62420	Computer Equipment	USE TAX MAR 2023		355.78
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	690-4840-62880	Personal Protective Equipme...	USE TAX MAR 2023		4.35
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	690-4840-62990	Misc. Operating Expense	USE TAX MAR 2023		30.35
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	690-4850-62210	Equipment Maint & Repair	USE TAX MAR 2023		141.23
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	690-4850-62350	Power Plant/Dam Maint	USE TAX MAR 2023		39.54
MN DPT OF REVENUE - SALES...	03 2023	04/21/2023	690-4890-63030	Contracts Expense	USE TAX MAR 2023		3.99
MN DPT OF REVENUE - SALES...	MAR 2023	04/28/2023	610-20220	Sales Tax Payable	SALES TAX - MAR 2023		36,200.00
Vendor MN DPT OF REVENUE - SALES/USE TAX Total:							119,617.00
Vendor: SIMPLY ANDIES							
SIMPLY ANDIES	MICRO PYMT	04/28/2023	210-13700	Loans Receivable - Current	REFUND - MICRO LOAN PRINC..		29.59
Vendor SIMPLY ANDIES Total:							29.59
Grand Total:							140,706.74

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	11,051.30
210 - COMM DEVELOPMENT REV LOAN FUND	29.59
610 - LIQUOR DISPENSARY	37,431.57
620 - WATER UTILITY FUND	6,837.33
690 - ELECTRIC UTILITY FUND	85,356.95
Grand Total:	140,706.74

Account Summary

Account Number	Account Name	Expense Amount
100-20220	Sales Tax Payable	10,999.51
100-4315-62210	Equipment Maint & Repair	51.79
210-13700	Loans Receivable - Current	29.59
610-20220	Sales Tax Payable	36,200.00
610-4840-62140	Off Sale Supplies	66.34
610-4850-62210	Equipment Maint & Repair	1,146.86
610-4850-62230	Building Maint & Repair	18.37
620-20220	Sales Tax Payable	2,732.13
620-4890-63020	Computer Maintenance & ..	4,105.20
690-14100	Inventory - Materials	32.45
690-20220	Sales Tax Payable	68,940.23
690-4840-62010	Office Supplies	0.23
690-4840-62420	Computer Equipment	355.78
690-4840-62880	Personal Protective Equi...	4.35
690-4840-62990	Misc. Operating Expense	30.35
690-4850-62210	Equipment Maint & Repair	141.23
690-4850-62350	Power Plant/Dam Maint	39.54
690-4890-63020	Computer Maintenance & ..	15,808.80
690-4890-63030	Contracts Expense	3.99
Grand Total:		140,706.74

Project Account Summary

Project Account Key	Expense Amount
None	140,706.74
Grand Total:	140,706.74



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00578 - PYPKT00890 - 2023 05 04 #9 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: VSP INSURANCE CO							
VSP INSURANCE CO	INV0000738	05/04/2023	740-24000	Clearing Account	FLEX VISION		283.62
VSP INSURANCE CO	INV0000738	05/04/2023	740-24000	Clearing Account	FLEX VISION		12.20
						Vendor VSP INSURANCE CO Total:	295.82
						Grand Total:	295.82

Fund Summary

Fund	Expense Amount
740 - TRF HEALTH INSURANCE FUND	295.82
Grand Total:	295.82

Account Summary

Account Number	Account Name	Expense Amount
740-24000	Clearing Account	295.82
Grand Total:		295.82

Project Account Summary

Project Account Key	Expense Amount
None	295.82
Grand Total:	295.82



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00579 - PYPKT00890 - 2023 05 04 #9 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0000745	05/04/2023	740-20150	Payroll Taxes Payable	FED W/H		21,953.21
INTERNAL REVENUE SERVICE	INV0000745	05/04/2023	740-20150	Payroll Taxes Payable	MEDICARE		6,685.68
INTERNAL REVENUE SERVICE	INV0000745	05/04/2023	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		19,642.46
Vendor INTERNAL REVENUE SERVICE Total:							48,281.35
Vendor: LAW ENFORCEMENT LABOR SERVICES							
LAW ENFORCEMENT LABOR ...	INV0000740	05/04/2023	740-24000	Clearing Account	LELS Dues		877.50
Vendor LAW ENFORCEMENT LABOR SERVICES Total:							877.50
Vendor: MINNESOTA U I FUND							
MINNESOTA U I FUND	INV0000747	04/26/2023	100-4510-61410	Unemployment Compensation	Unemployment Insurance Pa...		-1.82
MINNESOTA U I FUND	INV0000747	04/26/2023	100-4530-61410	Unemployment Compensation	Unemployment Insurance Pa...		3,247.52
MINNESOTA U I FUND	INV0000747	04/26/2023	610-4825-61410	Unemployment Compensation	Unemployment Insurance Pa...		1,363.05
Vendor MINNESOTA U I FUND Total:							4,608.75
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MIN DPT OF REVENUE - WITH...	INV0000744	05/04/2023	740-20160	State Withholding	State W/H Tax		10,687.29
Vendor MN DPT OF REVENUE - WITHHOLDING Total:							10,687.29
Vendor: NCPERS GROUP LIFE INSURANCE							
NCPERS GROUP LIFE INSURA...	INV0000741	05/04/2023	740-24000	Clearing Account	PLIFE		416.00
Vendor NCPERS GROUP LIFE INSURANCE Total:							416.00
Vendor: P E R A OF MN							
P E R A OF MN	INV0000743	05/04/2023	740-20180	PERA Payable	PERA EE/ER COORD		22,961.93
P E R A OF MN	INV0000743	05/04/2023	740-20180	PERA Payable	PERA EE/ER P&F		21,942.90
Vendor P E R A OF MN Total:							44,904.83
Vendor: SUN LIFE FINANCIAL (LTD)							
SUN LIFE FINANCIAL (LTD)	INV0000742	05/04/2023	740-24000	Clearing Account	LTD Premium		337.67
Vendor SUN LIFE FINANCIAL (LTD) Total:							337.67
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0000737	05/04/2023	740-24000	Clearing Account	Contributions Employee		2,534.09
Vendor VANTAGEPOINT ICMA Total:							2,534.09
Vendor: WEX BANK							
WEX BANK	INV0000739	05/04/2023	740-24000	Clearing Account	HSA		284.75
WEX BANK	INV0000746	05/05/2023	680-4825-61310	Health Insurance	VEBA Re-deposit		134.80
Vendor WEX BANK Total:							419.55
Grand Total:							113,067.03

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	3,245.70
610 - LIQUOR DISPENSARY	1,363.05
680 - WASTEWATER UTILITY FUND	134.80
740 - TRF HEALTH INSURANCE FUND	108,323.48
Grand Total:	113,067.03

Account Summary

Account Number	Account Name	Expense Amount
100-4510-61410	Unemployment Compens...	-1.82
100-4530-61410	Unemployment Compens...	3,247.52
610-4825-61410	Unemployment Compens...	1,363.05
680-4825-61310	Health Insurance	134.80
740-20150	Payroll Taxes Payable	48,281.35
740-20160	State Withholding	10,687.29
740-20180	PERA Payable	44,904.83
740-24000	Clearing Account	4,450.01
Grand Total:		113,067.03

Project Account Summary

Project Account Key	Expense Amount
None	113,067.03
Grand Total:	113,067.03



City of Thief River Falls, MN

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Packet: APPKT00580 - 05/04/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ARAMARK UNIFORM & CAREER APPAREL GROUP INC							
ARAMARK UNIFORM & CARE...	2630137550	05/02/2023	620-4890-63030	Contracts Expense	LAUNDRY SERVICE - 05/02/23		76.11
Vendor ARAMARK UNIFORM & CAREER APPAREL GROUP INC Total:							76.11
Vendor: CAPITAL ONE							
CAPITAL ONE	04 19 23 STMT	05/04/2023	100-4194-62990	Misc. Operating Expense	TRASH BAGS / PAPER TOWELS		87.89
CAPITAL ONE	04 19 23 STMT	05/04/2023	100-4194-62990	Misc. Operating Expense	CLEANING SUPPLIES		236.80
Vendor CAPITAL ONE Total:							324.69
Vendor: ELAN FINANCIAL SERVICES							
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4150-63590	Printing & Publications	STMT 04/18/23 - SUBSCRIPTI...		1,260.00
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4150-64330	Dues and Subscriptions	STMT 04/18/23 - MEMBERSH...		470.00
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4150-64400	Travel, Conference, School	STMT 04/18/23 - LODGING / ...		368.28
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4210-62990	Misc. Operating Expense	STMT 04/18/23 - METH TEST ...		363.39
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4210-63020	Computer Maintenance & lic...	STMT 04/18/23 - BWC SFTWR...		164.00
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4210-63320	Training Expense	STMT 04/18/23 - LODGING / ...		156.14
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4210-63320	Training Expense	STMT 04/18/23 - LODGING / J...		156.14
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4210-63320	Training Expense	STMT 04/18/23 - LODGING / ...		442.65
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4210-63320	Training Expense	STMT 04/18/23 - DMT RECER...		75.00
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4210-63320	Training Expense	STMT 04/18/23 - DMT RECER...		75.00
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4210-63320	Training Expense	STMT 04/18/23 - LODGING / ...		545.58
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4220-62400	Small Tools and Minor Equip	STMT 04/18/23 - AED		1,644.00
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4220-64400	Travel, Conference, School	STMT 04/18/23 - LODGING / F..		196.46
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4220-64400	Travel, Conference, School	STMT 04/18/23 - LODGING / F..		196.46
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4220-64400	Travel, Conference, School	STMT 04/18/23 - LODGING / F..		196.46
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4315-62010	Office Supplies	STMT 04/18/23 - EMAIL SUB...		13.49
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4510-64330	Dues and Subscriptions	STMT 04/18/23 - ARBOR DAY...		25.00
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	100-4550-62230	Building Maint & Repair	STMT 04/18/23 - ELEC INSPE...		36.00
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	620-4840-62010	Office Supplies	STMT 04/18/23 - EMAIL SUB...		31.48
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	620-4890-64400	Travel, Conference, School	STMT 04/18/23 - REG FEE / W..		252.61
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	620-4890-64400	Travel, Conference, School	STMT 04/18/23 - REG FEE / T...		252.61
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	620-4890-64400	Travel, Conference, School	STMT 04/18/23 - REG FEE / W..		252.61
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	680-4840-62010	Office Supplies	STMT 04/18/23 - EMAIL SUB...		9.00
ELAN FINANCIAL SERVICES	MAR/APR STMT	04/18/2023	690-4840-62010	Office Supplies	STMT 04/18/23 - EMAIL SUB...		35.98
Vendor ELAN FINANCIAL SERVICES Total:							7,218.34
Vendor: TRACTOR SUPPLY CREDIT PLAN							
TRACTOR SUPPLY CREDIT PL...	04 28 23 STMT	05/04/2023	100-4510-62210	Equipment Maint & Repair	APR STMT - REPLACEMENT LID		45.98

Packet: APPKT00580 - 05/04/23 DIRECT PAYABLES

Vendor: VERIZON WIRELESS #786782900

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
VERIZON WIRELESS #786782...	9933093220	04/21/2023	820-4830-63210	Communication Expense	WIRELESS PHONE CHARGES -...		41.11
Vendor VERIZON WIRELESS #786782900 Total:							1,610.01
Grand Total:							9,285.12

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	7,872.49
230 - TRF AREA K-9 FUND	9.99
610 - LIQUOR DISPENSARY	82.22
620 - WATER UTILITY FUND	987.67
650 - TOURIST PARK - VENUWORKS	41.11
680 - WASTEWATER UTILITY FUND	50.11
690 - ELECTRIC UTILITY FUND	200.42
820 - GREENWOOD CEMETERY FUND	41.11
Grand Total:	9,285.12

Account Summary

Account Number	Account Name	Expense Amount
100-4150-63210	Communication Expense	133.33
100-4150-63590	Printing & Publications	1,260.00
100-4150-64330	Dues and Subscriptions	470.00
100-4150-64400	Travel, Conference, School	368.28
100-4192-63020	Computer Maintenance & ..	40.01
100-4192-63210	Communication Expense	40.01
100-4194-62990	Misc. Operating Expense	324.69
100-4194-63210	Communication Expense	41.11
100-4210-62990	Misc. Operating Expense	363.39
100-4210-63020	Computer Maintenance & ..	164.00
100-4210-63210	Communication Expense	657.76
100-4210-63320	Training Expense	1,450.51
100-4220-62400	Small Tools and Minor Equ..	1,644.00
100-4220-64400	Travel, Conference, School	589.38
100-4240-63210	Communication Expense	41.11
100-4315-62010	Office Supplies	13.49
100-4510-62210	Equipment Maint & Repair	45.98
100-4510-63210	Communication Expense	82.22
100-4510-64330	Dues and Subscriptions	25.00
100-4530-63210	Communication Expense	41.11
100-4550-62230	Building Maint & Repair	36.00
100-4650-63210	Communication Expense	41.11
230-4840-63150	Canine Unit Expense	9.99
610-4830-63210	Communication Expense	82.22
620-4830-63210	Communication Expense	122.25
620-4840-62010	Office Supplies	31.48
620-4890-63030	Contracts Expense	76.11
620-4890-64400	Travel, Conference, School	757.83
650-4830-63210	Communication Expense	41.11
680-4830-63210	Communication Expense	41.11

Account Summary

Account Number	Account Name	Expense Amount
680-4840-62010	Office Supplies	9.00
690-4830-63210	Communication Expense	164.44
690-4840-62010	Office Supplies	35.98
820-4830-63210	Communication Expense	41.11
Grand Total:		9,285.12

Project Account Summary

Project Account Key	Expense Amount
None	9,285.12
Grand Total:	9,285.12



City of Thief River Falls, MN

Council Approval Register

Packet: APPKT00581 - 05/08/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ...	117jt6tn6x3x	04/20/2023	100-4510-62210	Equipment Maint & Repair	A/C COMP KIT - FLOWER TRU...		198.94
AMAZON CAPITAL SERVICES ...	173nl6vp13vr	04/17/2023	620-4840-62990	Misc. Operating Expense	OIL - SLAKER PRESERVATION		179.00
AMAZON CAPITAL SERVICES ...	1j316wvp1vwf	04/27/2023	100-4210-62990	Misc. Operating Expense	HEADPHONES		99.95
AMAZON CAPITAL SERVICES ...	1rjkcx3g6tg7	04/20/2023	690-4840-62420	Computer Equipment	IPAD CASE - LINEMEN		19.79
AMAZON CAPITAL SERVICES ...	1wtcp631q3qq	04/24/2023	100-4220-62020	Computer Supplies	STYLUS / TABLET MOUNT		56.97
AMAZON CAPITAL SERVICES ...	1wtcp631q3qq	04/24/2023	100-4220-62990	Misc. Operating Expense	ALUMINUM FRAME - CHALK...		67.78
AMAZON CAPITAL SERVICES ...	1xkyhm7kcwtv	04/29/2023	100-4210-62990	Misc. Operating Expense	MULTIPOINT ADAPTER		31.99
AMAZON CAPITAL SERVICES ...	1y77gk314mmc	04/27/2023	620-4840-62990	Misc. Operating Expense	CHEMICAL BAG RAZORS		13.28
Vendor AMAZON CAPITAL SERVICES INC Total:							667.70
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPLY	0106694600	04/18/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE -		123.65
Vendor BELLBOY CORP - BAR SUPPLY Total:							123.65
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0099130500	04/18/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		3,359.04
BELLBOY CORP - LIQUOR	0099130500	04/18/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		67.95
Vendor BELLBOY CORP - LIQUOR Total:							3,426.99
Vendor: BEVERAGE WHOLESALERS INC							
BEVERAGE WHOLESALERS INC	266839	04/06/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		1,099.80
BEVERAGE WHOLESALERS INC	268852	04/20/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		1,452.25
Vendor BEVERAGE WHOLESALERS INC Total:							2,552.05
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	348685082	04/13/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		160.19
BREAKTHRU BEVERAGE	348718224	04/18/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		5,558.06
BREAKTHRU BEVERAGE	348718224	04/18/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		403.16
BREAKTHRU BEVERAGE	348718224	04/18/2023	610-4890-64900	Civic Events	DONATION - ROOT BEER		40.40
BREAKTHRU BEVERAGE	348718225	04/18/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		11,287.32
Vendor BREAKTHRU BEVERAGE Total:							17,449.13
Vendor: CITY OF T R F - POLICE DPT PETTY CASH							
CITY OF T R F - POLICE DPT PE...	050823	05/08/2023	100-4210-62010	Office Supplies	POSTAGE		36.05
CITY OF T R F - POLICE DPT PE...	050823	05/08/2023	100-4210-62990	Misc. Operating Expense	MISC ITEMS		31.84
Vendor CITY OF T R F - POLICE DPT PETTY CASH Total:							67.89
Vendor: COCA-COLA BOTTLING COMPANY							
COCA-COLA BOTTLING COM...	4364500	04/07/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		363.00
COCA-COLA BOTTLING COM...	4364545	04/13/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		354.50
COCA-COLA BOTTLING COM...	4364596	04/20/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		270.00

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Packet: APPKT00581 - 05/08/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
COCA-COLA BOTTLING COM...	4395038	04/27/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		202.50
Vendor COCA-COLA BOTTLING COMPANY Total:							1,190.00
Vendor: GLOBAL PAYMENTS INTEGRATED							
GLOBAL PAYMENTS INTEGRA...	APR 2023 ASHLEY	05/02/2023	100-4670-63060	Credit Card Fees	CREDIT CARD FES - APR 2023 ...		48.80
GLOBAL PAYMENTS INTEGRA...	APR 2023 ASHLEY	05/02/2023	690-4890-63060	Credit Card Fees	CREDIT CARD FES - APR 2023		837.13
GLOBAL PAYMENTS INTEGRA...	APR 2023 ELEC	05/02/2023	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - APR 2023..		23.75
GLOBAL PAYMENTS INTEGRA...	APR 2023 GEN	05/02/2023	100-4670-63060	Credit Card Fees	CREDIT CARD FEES - APR 2023..		5.00
GLOBAL PAYMENTS INTEGRA...	APR 2023	05/02/2023	690-4890-63060	Credit Card Fees	CREDIT CARD FEES - APR 2023		5,334.06
Vendor GLOBAL PAYMENTS INTEGRATED Total:							6,248.74
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQUOR	2276369	04/12/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,802.50
JOHNSON BROTHERS LIQUOR	2276370	04/12/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		133.28
JOHNSON BROTHERS LIQUOR	2277606	04/13/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		61.29
JOHNSON BROTHERS LIQUOR	2281000	04/19/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		423.52
Vendor JOHNSON BROTHERS LIQUOR Total:							2,420.59
Vendor: MINNESOTA ENERGY GROUP-00005							
MINNESOTA ENERGY GROUP...	4566285837	05/01/2023	690-4830-63890	Utilities Expense	GAS METER READING - APR 2...		788.55
Vendor MINNESOTA ENERGY GROUP-00005 Total:							788.55
Vendor: NORTHDAL OIL INC							
NORTHDAL OIL INC	APR 2023	04/27/2023	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - APR 2023		81.16
NORTHDAL OIL INC	APR 2023	04/27/2023	100-4210-62120	Gas-Oil-Lube	FUEL PURCHASES - APR 2023		1,212.52
NORTHDAL OIL INC	APR 2023	04/27/2023	100-4210-62990	Misc. Operating Expense	FUEL PURCHASES - APR 2023		26.69
NORTHDAL OIL INC	APR 2023	04/27/2023	100-4312-62120	Gas-Oil-Lube	FUEL PURCHASES - APR 2023		914.12
NORTHDAL OIL INC	APR 2023	04/27/2023	100-4315-62120	Gas-Oil-Lube	FUEL PURCHASES - APR 2023		427.49
NORTHDAL OIL INC	APR 2023	04/27/2023	690-4840-62120	Gas-Oil-Lube	FUEL PURCHASES - APR 2023		90.01
Vendor NORTHDAL OIL INC Total:							2,751.99
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	144056	04/03/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		9,089.10
NORTHWEST BEVERAGE INC	144154	04/07/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		20,777.65
NORTHWEST BEVERAGE INC	144188	04/10/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		126.90
NORTHWEST BEVERAGE INC	144188	04/10/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		5,461.90
NORTHWEST BEVERAGE INC	144188	04/10/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		365.00
NORTHWEST BEVERAGE INC	144262	04/14/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		5,706.25
NORTHWEST BEVERAGE INC	144262	04/14/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		105.00
NORTHWEST BEVERAGE INC	144274	04/17/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		169.20
NORTHWEST BEVERAGE INC	144274	04/17/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		4,548.15
NORTHWEST BEVERAGE INC	144372	04/21/2023	610-4810-62510	Liquor for Resale	PURCHASE - BEER		183.60
NORTHWEST BEVERAGE INC	144372	04/21/2023	610-4810-62520	Beer for Resale	PURCHASE - LIQUOR		11,422.60
NORTHWEST BEVERAGE INC	144392	04/24/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		126.90
NORTHWEST BEVERAGE INC	144392	04/24/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		2,466.95
NORTHWEST BEVERAGE INC	144477	04/28/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		155.25

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Packet: APPKT00581 - 05/08/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHWEST BEVERAGE INC	144477	04/28/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		13,254.00
Vendor NORTHWEST BEVERAGE INC Total:							73,958.45
Vendor: O'REILLY AUTOMOTIVE INC							
O'REILLY AUTOMOTIVE INC	1519-332207	03/31/2023	690-4850-62210	Equipment Maint & Repair	A/C TEMP RLY - #102		10.93
Vendor O'REILLY AUTOMOTIVE INC Total:							10.93
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6578013	04/19/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		540.00
Vendor PHILLIPS WINE & SPIRITS Total:							540.00
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2333939	04/13/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		663.92
SOUTHERN GLAZERS OF MN	2335086	04/18/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,031.25
SOUTHERN GLAZERS OF MN	2335087	04/18/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		101.00
SOUTHERN GLAZERS OF MN	2335088	04/18/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		12,152.64
SOUTHERN GLAZERS OF MN	2335088	04/18/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		36.48
SOUTHERN GLAZERS OF MN	9502279	04/12/2023	610-4810-62510	Liquor for Resale	LIQUOR CREDIT - INV #23303...		-1,259.87
Vendor SOUTHERN GLAZERS OF MN Total:							13,725.42
Vendor: VERIZON WIRELESS #742042583							
VERIZON WIRELESS #742042...	9933859909	05/01/2023	100-4192-63020	Computer Maintenance & lic...	MONTHLY IPAD CHARGES - ...		189.00
VERIZON WIRELESS #742042...	9933859909	05/01/2023	100-4220-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	100-4240-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	100-4650-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	100-4650-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	620-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	620-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	680-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
VERIZON WIRELESS #742042...	9933859909	05/01/2023	690-4830-63210	Communication Expense	MONTHLY IPAD CHARGES - ...		40.01
Vendor VERIZON WIRELESS #742042583 Total:							869.17
Grand Total:							126,791.25

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	3,588.34
610 - LIQUOR DISPENSARY	115,386.28
620 - WATER UTILITY FUND	312.31
680 - WASTEWATER UTILITY FUND	40.01
690 - ELECTRIC UTILITY FUND	7,464.31
Grand Total:	126,791.25

Account Summary

Account Number	Account Name	Expense Amount
100-4192-63020	Computer Maintenance & ..	189.00
100-4210-62010	Office Supplies	36.05
100-4210-62120	Gas-Oil-Lube	1,293.68
100-4210-62990	Misc. Operating Expense	190.47
100-4220-62020	Computer Supplies	56.97
100-4220-62990	Misc. Operating Expense	67.78
100-4220-63210	Communication Expense	40.01
100-4240-63210	Communication Expense	40.01
100-4312-62120	Gas-Oil-Lube	914.12
100-4315-62120	Gas-Oil-Lube	427.49
100-4510-62210	Equipment Maint & Repair	198.94
100-4650-63210	Communication Expense	80.02
100-4670-63060	Credit Card Fees	53.80
610-4810-62510	Liquor for Resale	37,581.42
610-4810-62520	Beer for Resale	75,278.65
610-4810-62530	Wine for Resale	231.05
610-4810-62540	Soft Drinks/Mix for Resale	2,254.76
610-4890-64900	Civic Events	40.40
620-4830-63210	Communication Expense	120.03
620-4840-62990	Misc. Operating Expense	192.28
680-4830-63210	Communication Expense	40.01
690-4830-63210	Communication Expense	360.09
690-4830-63890	Utilities Expense	788.55
690-4840-62120	Gas-Oil-Lube	90.01
690-4840-62420	Computer Equipment	19.79
690-4850-62210	Equipment Maint & Repair	10.93
690-4890-63060	Credit Card Fees	6,194.94
Grand Total:		126,791.25

Project Account Summary

Project Account Key	Expense Amount
None	126,791.25

Project Account Summary

Project Account Key	Expense Amount
None	
Grand Total:	126,791.25



City of Thief River Falls, MN

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ACE HARDWARE							
ACE HARDWARE	132505	04/14/2023	100-4194-62990	Misc. Operating Expense	ALKALINE BATTERIES		17.95
ACE HARDWARE	133349	04/27/2023	680-4840-62170	Field Supplies	PACKING TAPE - SHIPPING S...		19.57
Vendor ACE HARDWARE Total:							37.52
Vendor: ALL AMERICAN ADVERTISING							
ALL AMERICAN ADVERTISING	042023	04/21/2023	610-4880-63490	Advertising	SPONSORSHIP ADVERTISING -...		100.00
Vendor ALL AMERICAN ADVERTISING Total:							100.00
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3599239	04/24/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		1,943.35
Vendor ARTISAN BEER COMPANY Total:							1,943.35
Vendor: BARR ENGINEERING CO							
BARR ENGINEERING CO	23571015.01-4	05/05/2023	690-4890-63110	Consulting Fees	PROF SRVCS - DSSMR 2022 H...		2,302.50
Vendor BARR ENGINEERING CO Total:							2,302.50
Vendor: BECKY SUE SHEREK							
BECKY SUE SHEREK	05 05 23	05/05/2023	100-4220-63030	Contracts Expense	MEDICAL EVALUATIONS (23)		1,995.00
Vendor BECKY SUE SHEREK Total:							1,995.00
Vendor: BELLBOY CORP - BAR SUPPLY							
BELLBOY CORP - BAR SUPPLY	0106753000	05/02/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		240.40
BELLBOY CORP - BAR SUPPLY	0106753000	05/02/2023	610-4810-62590	Misc. Mdse for Resale	PURCHASE - COOLERS		72.00
Vendor BELLBOY CORP - BAR SUPPLY Total:							312.40
Vendor: BELLBOY CORP - LIQUOR							
BELLBOY CORP - LIQUOR	0099290100	05/02/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,350.69
Vendor BELLBOY CORP - LIQUOR Total:							2,350.69
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC I...	792965	04/28/2023	100-4670-62990	Misc. Operating Expense	FLEX FEE - APR 2023		180.00
Vendor BRADY MARTZ & ASSOC PC INC Total:							180.00
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	348947191	05/02/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		3,505.24
BREAKTHRU BEVERAGE	348947191	05/02/2023	610-4810-62510	Liquor for Resale	PURCHASE - MIX		358.90
BREAKTHRU BEVERAGE	348947191	05/02/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		192.00
Vendor BREAKTHRU BEVERAGE Total:							4,056.14
Vendor: BRIAN JACOBSON							
BRIAN JACOBSON	REIMB 05 02 23	05/03/2023	690-4890-64400	Travel, Conference, School	REIMBURSE MEALS - DER SU...		46.91
Vendor BRIAN JACOBSON Total:							46.91

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: CORE & MAIN LP							
CORE & MAIN LP	S723239	04/21/2023	620-4850-62290	Water Meter Maintenance	PARTS - METER REPAIR		324.72
CORE & MAIN LP	S758353	04/27/2023	545-4680-65900	Work in Process-Construction	2023 METER PROJECT		2,410.00
CORE & MAIN LP	S766146	04/28/2023	545-4680-65900	Work in Process-Construction	2023 meter prj		38,920.00
Vendor CORE & MAIN LP Total:							41,654.72
Vendor: DAHLHEIMER BEVERAGE							
DAHLHEIMER BEVERAGE	1895013	05/01/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		3,530.00
DAHLHEIMER BEVERAGE	1895013	05/01/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		351.00
DAHLHEIMER BEVERAGE	1895013	05/01/2023	610-4810-62590	Misc. Mdse for Resale	PURCHASE - CUPS		65.70
Vendor DAHLHEIMER BEVERAGE Total:							3,946.70
Vendor: DAKOTA SUPPLY GROUP							
DAKOTA SUPPLY GROUP	S102004907.001	03/23/2023	690-14100	Inventory - Materials	4 POS 15KV MODULE		3,224.29
DAKOTA SUPPLY GROUP	S102538362.001	04/03/2023	690-4840-62400	Small Tools and Minor Equip	STRAPS - #110 & #111		2,319.75
DAKOTA SUPPLY GROUP	S102614054.001	04/03/2023	690-14100	Inventory - Materials	WIRENUT / CONN		149.19
DAKOTA SUPPLY GROUP	S102654518.001	04/17/2023	690-4840-62990	Misc. Operating Expense	ELECTRICAL TAPE / WIRE NU...		219.31
DAKOTA SUPPLY GROUP	S102677800.001	04/25/2023	620-4850-62230	Building Maint & Repair	LED LAMP - WTP		54.09
Vendor DAKOTA SUPPLY GROUP Total:							5,966.63
Vendor: DIAMOND VOGEL INC							
DIAMOND VOGEL INC	810242390	04/25/2023	100-4312-62260	Signs-Brooms-Paint	STREET PAINT		1,615.80
Vendor DIAMOND VOGEL INC Total:							1,615.80
Vendor: DIGI KEY CORPORATION							
DIGI KEY CORPORATION	97123074	04/26/2023	690-14100	Inventory - Materials	INVENTORY		389.76
Vendor DIGI KEY CORPORATION Total:							389.76
Vendor: ELECTRIC PUMP INC (MN)							
ELECTRIC PUMP INC (MN)	0075840-IN	05/01/2023	680-4850-62220	Lift Station and Pond Maint &...	PUMP REPAIR - LIFT #2		7,328.68
Vendor ELECTRIC PUMP INC (MN) Total:							7,328.68
Vendor: EVANS SCRAP AND STEEL INC							
EVANS SCRAP AND STEEL INC	0222339	04/25/2023	100-4312-62210	Equipment Maint & Repair	MATERIALS - REMOTE BRACK...		14.40
Vendor EVANS SCRAP AND STEEL INC Total:							14.40
Vendor: FLEET SUPPLY							
FLEET SUPPLY	19337	04/17/2023	100-4194-62990	Misc. Operating Expense	GRASS SEED		27.99
Vendor FLEET SUPPLY Total:							27.99
Vendor: GALAXIE AUTO & TRAILER SALES							
GALAXIE AUTO & TRAILER SA...	21094	04/28/2022	690-4850-62210	Equipment Maint & Repair	HITCH - #113		449.00
Vendor GALAXIE AUTO & TRAILER SALES Total:							449.00
Vendor: GOPHER STATE ONE CALL							
GOPHER STATE ONE CALL	3040789	04/30/2023	690-4850-62360	Distribution Maint	BILLABLE LOCATES - APR 2023		54.00
Vendor GOPHER STATE ONE CALL Total:							54.00

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: GRAND FORKS FIRE EQUIPMENT LLC							
GRAND FORKS FIRE EQUIPM...	37668	04/25/2023	100-4220-62400	Small Tools and Minor Equip	FIRE NOZZLE FOR "04		476.91
Vendor GRAND FORKS FIRE EQUIPMENT LLC Total:							476.91
Vendor: GRAYMONT (WI) LLC							
GRAYMONT (WI) LLC	14-182206	05/03/2023	620-4840-62160	Chemicals	BULK PEBBLED QUICKLIME		8,540.00
Vendor GRAYMONT (WI) LLC Total:							8,540.00
Vendor: HAWKINS INC							
HAWKINS INC	6452649	04/20/2023	620-4840-62160	Chemicals	CHEMICALS		1,080.80
HAWKINS INC	6457489	04/25/2023	620-4840-62160	Chemicals	CHEMICALS		10,378.59
HAWKINS INC	6458392	04/25/2023	620-4840-62160	Chemicals	CHEMICALS		5,928.00
Vendor HAWKINS INC Total:							17,387.39
Vendor: IHLE SPARBY AND HAASE PA							
IHLE SPARBY AND HAASE PA	03301	05/01/2023	100-4160-63040	Legal Fees	CRIMINAL SERVICES - APR 20...		5,250.00
IHLE SPARBY AND HAASE PA	03302	05/01/2023	100-4160-63040	Legal Fees	CONTRACT SERVICES - APR 2...		2,600.00
Vendor IHLE SPARBY AND HAASE PA Total:							7,850.00
Vendor: INNOVATIVE OFFICE SOLUTIONS LL							
INNOVATIVE OFFICE SOLUTI...	IN4181035	04/29/2023	100-4670-62010	Office Supplies	CLASP ENVELOPES		53.65
Vendor INNOVATIVE OFFICE SOLUTIONS LL Total:							53.65
Vendor: JOHN KINSMAN							
JOHN KINSMAN	REIMB 05 02 23	05/03/2023	690-4890-64400	Travel, Conference, School	REIMBURSE MEALS - DER SU...		44.26
Vendor JOHN KINSMAN Total:							44.26
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQUOR	2282917	04/24/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		349.50
JOHNSON BROTHERS LIQUOR	2282918	04/24/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		82.62
JOHNSON BROTHERS LIQUOR	2282970	04/24/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		522.00
JOHNSON BROTHERS LIQUOR	2283237	04/24/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,476.30
JOHNSON BROTHERS LIQUOR	2283238	04/24/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		4,382.48
JOHNSON BROTHERS LIQUOR	2283239	04/24/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		74.00
JOHNSON BROTHERS LIQUOR	2283240	04/24/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		656.51
JOHNSON BROTHERS LIQUOR	2283241	04/24/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		4,005.25
JOHNSON BROTHERS LIQUOR	2283242	04/24/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,464.00
Vendor JOHNSON BROTHERS LIQUOR Total:							14,012.66
Vendor: LEE PLUMBING & HEATING INC							
LEE PLUMBING & HEATING I...	89909	04/17/2023	620-4850-62220	Plant Equip Maint & Repair	POLYMER PUMP REPAIR		49.75
Vendor LEE PLUMBING & HEATING INC Total:							49.75
Vendor: M M U A							
M M U A	61585	04/25/2023	690-4840-62990	Misc. Operating Expense	APPA SAFETY MANUALS		309.94
Vendor M M U A Total:							309.94

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: MARCO TECHNOLOGIES LLC NW 7128							
MARCO TECHNOLOGIES LLC ...	INV11146094	04/26/2023	690-4890-63030	Contracts Expense	COPIER CONTRACT - APR 2023		74.07
Vendor MARCO TECHNOLOGIES LLC NW 7128 Total:							74.07
Vendor: MARK BORSETH							
MARK BORSETH	2023-4	04/30/2023	100-4150-63030	Contracts Expense	PLANNING & ZONING - APR 2...		1,912.50
Vendor MARK BORSETH Total:							1,912.50
Vendor: MN POLLUTION CONTROL AGENCY							
MN POLLUTION CONTROL A...	10000171570	04/25/2023	690-4890-64330	Dues and Subscriptions	ANNUAL PERMIT FEE - POWE...		25.00
Vendor MN POLLUTION CONTROL AGENCY Total:							25.00
Vendor: N A P A AUTO PARTS THF RVR FL							
N A P A AUTO PARTS THF RV...	723985	04/04/2023	690-4850-62210	Equipment Maint & Repair	FUEL FILTER / POWERSTEERI...		40.66
N A P A AUTO PARTS THF RV...	724084	04/10/2023	100-4315-62210	Equipment Maint & Repair	HEADLIGHT - #5607		26.96
N A P A AUTO PARTS THF RV...	724292	04/17/2023	100-4312-62240	Department Maint & Repair	WRENCH		18.99
N A P A AUTO PARTS THF RV...	724433	04/20/2023	100-4312-62210	Equipment Maint & Repair	V BELT - #5515		19.63
N A P A AUTO PARTS THF RV...	724487	04/21/2023	100-4312-62210	Equipment Maint & Repair	VALVE DRAIN - #5515		39.98
N A P A AUTO PARTS THF RV...	724515	04/24/2023	100-4312-62210	Equipment Maint & Repair	LIGHTS - #5508		13.29
N A P A AUTO PARTS THF RV...	724528	04/24/2023	100-4510-62210	Equipment Maint & Repair	LIGHTS / SOLVENT - #5403		43.27
N A P A AUTO PARTS THF RV...	724559	04/25/2023	100-4510-62210	Equipment Maint & Repair	ADAPTORS / SOLVENT - #5403		52.46
N A P A AUTO PARTS THF RV...	724596	04/26/2023	100-4510-62210	Equipment Maint & Repair	PARTS - #5403		21.98
N A P A AUTO PARTS THF RV...	724652	04/27/2023	100-4194-62210	Equipment Maint & Repair	BEARING / HUB - #5201		203.99
Vendor N A P A AUTO PARTS THF RVR FL Total:							481.21
Vendor: NELSON EQUIPMENT OF T R F INC							
NELSON EQUIPMENT OF T R F...	CT139060	04/19/2023	100-4510-62210	Equipment Maint & Repair	TANK COVER - \$5403		18.46
Vendor NELSON EQUIPMENT OF T R F INC Total:							18.46
Vendor: NELSON INTERNATIONAL - E G F							
NELSON INTERNATIONAL - E ...	X105063249 01	04/10/2023	100-4315-62210	Equipment Maint & Repair	INJECTOR - #5605		853.67
NELSON INTERNATIONAL - E ...	X105063399 01	04/12/2023	100-4315-62210	Equipment Maint & Repair	SEALS - #5605		127.02
NELSON INTERNATIONAL - E ...	X105063451 01	04/14/2023	100-4315-62210	Equipment Maint & Repair	RETURN CREDIT - INJECTOR		-250.00
Vendor NELSON INTERNATIONAL - E G F Total:							730.69
Vendor: NORTHERN STATE BANK							
NORTHERN STATE BANK	APR 2023	05/02/2023	100-4150-63030	Contracts Expense	MONTHLY SERVICE CHARGE -...		292.32
Vendor NORTHERN STATE BANK Total:							292.32
Vendor: NORTHWEST POWER SYSTEMS INC							
NORTHWEST POWER SYSTE...	T326817	04/05/2023	100-4510-62210	Equipment Maint & Repair	BOSS PLOW MOTOR - #5431		242.15
NORTHWEST POWER SYSTE...	T326909	04/10/2023	100-4220-62210	Equipment Maint & Repair	SWIVEL - HOSE REAL GR 90		106.88
NORTHWEST POWER SYSTE...	T326956	04/11/2023	100-4312-62210	Equipment Maint & Repair	FITTINGS - #5513		72.55
Vendor NORTHWEST POWER SYSTEMS INC Total:							421.58
Vendor: PENNINGTON FAST LUBE INC							
PENNINGTON FAST LUBE INC	78538	05/01/2023	690-4850-62210	Equipment Maint & Repair	OIL CHANGE - #105		53.95
PENNINGTON FAST LUBE INC	78541	05/01/2023	690-4850-62210	Equipment Maint & Repair	OIL CHANGE - #115		77.97
Vendor PENNINGTON FAST LUBE INC Total:							131.92

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Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PETERSON LUMBER COMPANY							
PETERSON LUMBER COMPA...	2304-040428	04/11/2023	100-4510-62240	Department Maint & Repair	TORX SCREWS / TIMBERS - W...		136.63
Vendor PETERSON LUMBER COMPANY Total:							136.63
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6579762	04/24/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		7,311.11
PHILLIPS WINE & SPIRITS	6579763	04/23/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		265.50
PHILLIPS WINE & SPIRITS	6579763	04/23/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,075.50
PHILLIPS WINE & SPIRITS	689225	01/19/2023	610-4810-62530	Wine for Resale	WINE CREDIT		-240.50
PHILLIPS WINE & SPIRITS	694579	03/31/2023	610-4810-62510	Liquor for Resale	LIQUOR CREDIT		-750.29
PHILLIPS WINE & SPIRITS	694580	03/31/2023	610-4810-62530	Wine for Resale	WINE CREDIT		-33.00
PHILLIPS WINE & SPIRITS	694581	03/31/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX CREDIT		-588.45
Vendor PHILLIPS WINE & SPIRITS Total:							7,039.87
Vendor: SHI INTERNATIONAL CORP							
SHI INTERNATIONAL CORP	B16763424	04/24/2023	100-4110-63020	Computer Maintenance & lic...	OFFICE 365		51.49
SHI INTERNATIONAL CORP	B16763424	04/24/2023	100-4150-63020	Computer Maintenance & lic...	OFFICE 365		158.61
SHI INTERNATIONAL CORP	B16763424	04/24/2023	100-4192-63020	Computer Maintenance & lic...	OFFICE 365		34.07
SHI INTERNATIONAL CORP	B16763424	04/24/2023	100-4194-63020	Computer Maintenance & lic...	OFFICE 365		5.67
SHI INTERNATIONAL CORP	B16763424	04/24/2023	100-4210-63020	Computer Maintenance & lic...	OFFICE 365		162.36
SHI INTERNATIONAL CORP	B16763424	04/24/2023	100-4220-63020	Computer Maintenance & lic...	OFFICE 365		23.60
SHI INTERNATIONAL CORP	B16763424	04/24/2023	100-4240-63020	Computer Maintenance & lic...	OFFICE 365		11.80
SHI INTERNATIONAL CORP	B16763424	04/24/2023	100-4312-63020	Computer Maintenance & lic...	OFFICE 365		17.47
SHI INTERNATIONAL CORP	B16763424	04/24/2023	100-4510-63020	Computer Maintenance & lic...	OFFICE 365		23.60
SHI INTERNATIONAL CORP	B16763424	04/24/2023	100-4650-63020	Computer Maintenance & lic...	OFFICE 365		41.07
SHI INTERNATIONAL CORP	B16763424	04/24/2023	610-4890-63020	Computer Maintenance & lic...	OFFICE 365		11.80
SHI INTERNATIONAL CORP	B16763424	04/24/2023	630-4530-63020	Computer Maintenance & lic...	OFFICE 365		7.84
SHI INTERNATIONAL CORP	B16763424	04/24/2023	680-4890-63020	Computer Maintenance & lic...	OFFICE 365		52.41
SHI INTERNATIONAL CORP	B16763424	04/24/2023	690-4890-63020	Computer Maintenance & lic...	OFFICE 365		94.40
SHI INTERNATIONAL CORP	B16763424	04/24/2023	820-4890-63020	Computer Maintenance & lic...	OFFICE 365		11.80
Vendor SHI INTERNATIONAL CORP Total:							707.99
Vendor: SHPIGLER CONSULTING INC							
SHPIGLER CONSULTING INC	05 01 23	05/01/2023	545-4680-65920	Work in Process - Eng/Archtct	CONSULTING FEE - 05 01 23		5,000.00
Vendor SHPIGLER CONSULTING INC Total:							5,000.00
Vendor: SORVIG OIL INC							
SORVIG OIL INC	23056	04/27/2023	620-4840-62120	Gas-Oil-Lube	DIESEL FUEL - AIRPORT RESE...		210.56
Vendor SORVIG OIL INC Total:							210.56
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2338774	04/27/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		3,338.75
SOUTHERN GLAZERS OF MN	2338774	04/27/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		120.00
SOUTHERN GLAZERS OF MN	2339918	05/02/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		449.95
SOUTHERN GLAZERS OF MN	2339919	05/02/2023	610-4810-62520	Beer for Resale	PURCHASE - LIQUOR		3,315.45
Vendor SOUTHERN GLAZERS OF MN Total:							7,224.15

Council Approval Register

Packet: APPKT00583 - 05/16/23 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: STONES MOBILE RADIO INC							
STONES MOBILE RADIO INC	2050622	04/28/2023	100-4220-62990	Misc. Operating Expense	BATTERIES - PAGERS		335.00
Vendor STONES MOBILE RADIO INC Total:							335.00
Vendor: STREICHERS							
STREICHERS	I1629877	04/25/2023	100-4210-62880	Personal Protective Equipme...	UNIFORM SHIRT - JAX		89.99
STREICHERS	I1629963	04/26/2023	100-4210-62880	Personal Protective Equipme...	BALLISTIC VEST - JAX		1,422.00
Vendor STREICHERS Total:							1,511.99
Vendor: ULINE							
ULINE	162539455	04/18/2023	690-4840-62990	Misc. Operating Expense	ELECTRICAL SUPPLIES		604.61
ULINE	163009650	04/28/2023	690-4850-62360	Distribution Maint	MARKING FLAGS / PAINT		664.09
Vendor ULINE Total:							1,268.70
Vendor: VALLEY ANIMAL HOSPITAL LLC							
VALLEY ANIMAL HOSPITAL LLC	73932	05/04/2023	230-4840-63150	Canine Unit Expense	K-9 EXAM & VACCINATIONS		394.35
Vendor VALLEY ANIMAL HOSPITAL LLC Total:							394.35
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	314	04/30/2023	100-4315-63030	Contracts Expense	GARBAGE TIPPING FEES - APR...		21,339.27
WASTE MASTERS LLC	34X00250	04/30/2023	100-4315-63030	Contracts Expense	DOWNDOWN COLLECTION - ...		162.50
Vendor WASTE MASTERS LLC Total:							21,501.77
Grand Total:							172,915.51

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	40,062.93
230 - TRF AREA K-9 FUND	394.35
545 - WATER METER PROJECT	46,330.00
610 - LIQUOR DISPENSARY	40,997.76
620 - WATER UTILITY FUND	26,566.51
630 - ARENAS - VENUWORKS	7.84
680 - WASTEWATER UTILITY FUND	7,400.66
690 - ELECTRIC UTILITY FUND	11,143.66
820 - GREENWOOD CEMETERY FUND	11.80
Grand Total:	172,915.51

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63020	Computer Maintenance & ..	51.49
100-4150-63020	Computer Maintenance & ..	158.61
100-4150-63030	Contracts Expense	2,204.82
100-4160-63040	Legal Fees	7,850.00
100-4192-63020	Computer Maintenance & ..	34.07
100-4194-62210	Equipment Maint & Repair	203.99
100-4194-62990	Misc. Operating Expense	45.94
100-4194-63020	Computer Maintenance & ..	5.67
100-4210-62880	Personal Protective Equi...	1,511.99
100-4210-63020	Computer Maintenance & ..	162.36
100-4220-62210	Equipment Maint & Repair	106.88
100-4220-62400	Small Tools and Minor Equ..	476.91
100-4220-62990	Misc. Operating Expense	335.00
100-4220-63020	Computer Maintenance & ..	23.60
100-4220-63030	Contracts Expense	1,995.00
100-4240-63020	Computer Maintenance & ..	11.80
100-4312-62210	Equipment Maint & Repair	159.85
100-4312-62240	Department Maint & Repa..	18.99
100-4312-62260	Signs-Brooms-Paint	1,615.80
100-4312-63020	Computer Maintenance & ..	17.47
100-4315-62210	Equipment Maint & Repair	757.65
100-4315-63030	Contracts Expense	21,501.77
100-4510-62210	Equipment Maint & Repair	378.32
100-4510-62240	Department Maint & Repa..	136.63
100-4510-63020	Computer Maintenance & ..	23.60
100-4650-63020	Computer Maintenance & ..	41.07
100-4670-62010	Office Supplies	53.65
100-4670-62990	Misc. Operating Expense	180.00
230-4840-63150	Canine Unit Expense	394.35

Account Summary

Account Number	Account Name	Expense Amount
545-4680-65900	Work in Process-Construct..	41,330.00
545-4680-65920	Work in Process - Eng/Arc...	5,000.00
610-4810-62510	Liquor for Resale	20,916.78
610-4810-62520	Beer for Resale	8,788.80
610-4810-62530	Wine for Resale	10,965.73
610-4810-62540	Soft Drinks/Mix for Resale	76.95
610-4810-62590	Misc. Mdse for Resale	137.70
610-4880-63490	Advertising	100.00
610-4890-63020	Computer Maintenance & ..	11.80
620-4840-62120	Gas-Oil-Lube	210.56
620-4840-62160	Chemicals	25,927.39
620-4850-62220	Plant Equip Maint & Repair	49.75
620-4850-62230	Building Maint & Repair	54.09
620-4850-62290	Water Meter Maintenance	324.72
630-4530-63020	Computer Maintenance & ..	7.84
680-4840-62170	Field Supplies	19.57
680-4850-62220	Lift Station and Pond Mai...	7,328.68
680-4890-63020	Computer Maintenance & ..	52.41
690-14100	Inventory - Materials	3,763.24
690-4840-62400	Small Tools and Minor Equ..	2,319.75
690-4840-62990	Misc. Operating Expense	1,133.86
690-4850-62210	Equipment Maint & Repair	621.58
690-4850-62360	Distribution Maint	718.09
690-4890-63020	Computer Maintenance & ..	94.40
690-4890-63030	Contracts Expense	74.07
690-4890-63110	Consulting Fees	2,302.50
690-4890-64330	Dues and Subscriptions	25.00
690-4890-64400	Travel, Conference, School	91.17
820-4890-63020	Computer Maintenance & ..	11.80
Grand Total:		172,915.51

Project Account Summary

Project Account Key	Expense Amount
None	172,915.51
Grand Total:	172,915.51



City of Thief River Falls

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

PHONE: 218-681-2943
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email: @citytrf.net
www.citytrf.net

Request for Council Action

DATE: 5/16/2023

SUBJECT: #7.3 Approve Anne Cummings Beer in the Park Permit

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

MOTION TO: Approve a Beer in the Park Permit to Anne Cummings effective June 30, 2023 for a 50th Anniversary at Hartz Park from 9:00 a.m. to 4:00 p.m.

BACKGROUND: Anne Cummings has applied for a Beer in the Park Permit for a 50th Anniversary Party for 20 to 25 people in Hartz Park.

KEY ISSUES: The park has been reserved with the Parks and Recreation Department. No financial transactions may occur at this event for charging, directly or indirectly, for the sale of 3.2 malt liquor (i.e. admission, cover charge). The permit allows for the consumption of 3.2 Malt Liquor Only. No strong beer, wine, or intoxicating liquor is allowed.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

ATTACHMENTS:

None



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Request for Council Action

DATE: 5/16/2023

SUBJECT: #7.4 J&M Displays, Inc Fireworks Display Permit Application

RECOMMENDATION: It is respectfully requested the Council consider Public Safety Committee recommendation:

MOTION TO: To approve a Fireworks Display Permit Application effective July 12 from 10 pm to 10:15 pm for J&M Displays, Inc.

BACKGROUND: J&M Displays, Inc will be performing at the Pennington County Fair on July 12th from 10 pm to 10:15 pm. Name of supervising operator: Ryan Hansen/ Cory Jehoich – License No. 0 1096 1090.

KEY ISSUES: Pursuant to Thief River Falls City Code Section 130.26 and Minnesota Statutes, Section 13.04, Subd. 2, that in order to complete the application necessary for licensing within this municipality, you may be required to supply certain private and/or confidential personal data to the City of Thief River Falls via the completed application form. This private and/or confidential personal data, in addition to all other information provided, will be used by employees of the City of Thief River Falls and the Thief River Falls City Council to determine whether or not the “license” may be granted as requested.

FINANCIAL CONSIDERATIONS: The license fee is \$25 per day.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

ATTACHMENTS:

1.	Fireworks Display Permit Application
----	--------------------------------------



Please review, sign and return the fireworks permit application to me.

J&M Displays, Inc.

9405 River Road SE

Clear Lake, MN 55319

Email: ryan@jandmdisplays.com

If you have any questions, my number is 320-286-8540.

Thank you for your help with this.

Ryan Hansen, J&M Displays, Inc.



CITY OF THIEF RIVER FALLS

FIREWORKS DISPLAY PERMIT APPLICATION

City Code Section 130.26

(Must be received 15 days prior to event)

Sponsoring Organization Pennington County Fair Association

Name of Contact Person Floyd Erickson (Pennington Co. Fair | Ryan Hansen (J&M Displays, Inc.

Address of Contact Person 1309 N. Arnold, TRF, MN | 9405 River Rd SE, Clear Lake, MN

Phone Number of Contact Person Floyd E. 218-689-4208 | Ryan H. 320-286-8540

Date of Display July 12th, 2023 Time of Display 10:00 PM to 10:15 PM

Location of Display (See Requirement #1): Pennington Co. Fairgrounds, Thief River Falls, MN
(please see attached site map)

Name of Supervising Operator: Ryan Hansen / Cory Jehoich License No. O 1096 | O 1090
(State law requires operator be licensed by the Minnesota State Fire Marshal)

REQUIRED ATTACHMENTS: The following attachments must be included with this application:

- #1) A diagram of the grounds at which the display will be held must be attached. The diagram must show the point of which the fireworks are to be discharged; the location of all buildings; highways, streets, communication lines; and other possible overhead obstructions and the lines behind which the audience will be restrained.
- #2) Certificate of Insurance with the City of Thief River Falls being named as an additional insured.
- #3) Names and ages of all assistants that will be participating in the display.
- #4) Permit fee of \$25.00, payable to the City of Thief River Falls.

You are hereby advised, pursuant to Minnesota Statutes, Section 13.04, Subd. 2, that in order to complete the application necessary for licensing within this municipality, you may be required to supply certain private and/or confidential personal data to the City of Thief River Falls via the completed application form. This private and/or confidential personal data, in addition to all other information provided, will be used by employees of the City of Thief River Falls and the Thief River Falls City Council to determine whether or not the "license" may be granted as requested.

You have the right to refuse to supply any or all data requested, however, your application will not be processed unless all of the requested data is supplied. All data contained in the license application, along with any additional relevant data obtained by agents of the City of Thief River Falls pursuant to the processing of this licensing application, may be classified as public data, except for your social security number or other information stated to be private or confidential by Minnesota State Statutes.

[Signature]
Signature of Sponsoring Organization Contact Person

5/2/2023
Date

DATE APPROVED BY FIRE CHIEF _____ SIGNATURE OF FIRE CHIEF _____

DATE APPROVED BY CITY COUNCIL: _____

DATE OF APPLICATION _____

Requirement #1 Completed? _____

Requirement #2 Completed? _____

Requirement #3 Completed? _____

Requirement #4 Completed? _____

March 2005



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/28/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Britton Gallagher One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME:	FAX
	PHONE (A/C, No, Ext): 216-658-7100	(A/C, No): 216-658-7101
INSURED J & M Displays, Inc. 18064 170th Avenue Yarmouth IA 52660	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Everest Denali Insurance Company	NAIC # 16044
	INSURER B: Axis Surplus Ins Company	26620
	INSURER C: Everest Indemnity Insurance Co.	10851
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 868712362

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC		S18ML0006D-231	1/15/2023	1/15/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS		S18CA00033-231	1/15/2023	1/15/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$		P-001-000063943-05	1/15/2023	1/15/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N ☒ N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Excess Liability #2		S18EX01313-231	1/15/2023	1/15/2024	Each Occ/Aggregate Total Limits \$4,000,000 \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.
FIREWORKS DISPLAY DATE: July 12, 2023
LOCATION OF EVENT: 524 Barzan Avenue S, Thief River Falls, Minnesota

ADD'L INSURED: The City of Thief River Falls, Minnesota, its employees, volunteers, officers, elected officials, partners, subsidiaries, divisions & affiliates, event sponsors & landowners as their interest may appear in relation to this event; Pennington County Fair Association (sponsor)

CERTIFICATE HOLDER

CANCELLATION

Pennington County Fair Association
PO Box 637
Thief River Falls MN 56701
USA

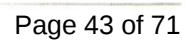
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2010/05)

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City of Thief River Falls

405 Third Street East • PO Box 528
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Request for Council Action

DATE: 5/16/2023

SUBJECT: #8.1 Call for first reading to consider an amendment to City Code Chapter 151.42 EASEMENTS, amending easement requirements, and by adopting by reference City Code Chapter 10 and Section 152.998

RECOMMENDATION: It is respectfully requested that the Council consider the following Planning Commission recommendation:

MOTION TO: Call for first reading to consider an amendment to City Code Chapter 151.42 EASEMENTS, amending easement requirements, and by adopting by reference City Code Chapter 10 and Section 152.998, which, among other things, contain penalty provisions.

BACKGROUND: The City of Thief River Falls has sections in the city code within land usage that controls among other things the zoning code. Chapter 151.42 includes easement requirements. Periodically, when warranted these regulations are reviewed and amended to address circumstances as requested.

KEY ISSUES: Section 151.42 outlines the requirements for easements and encroachments, as well as addressing encroachment permits for any obstructions allowable in an easement.

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION: The proposed ordinance amendment requires a public hearing to be held by the Planning Commission, with two readings and final approval by the City Council.

DEPARTMENT/RESPONSIBLE PERSON: Mark Borseth, Zoning Administrator

ATTACHMENTS:

1.	Ordinance No 129 Amendment Chapter 151.42 Easements
2.	Notice of Hearing Amendment Chapter 151.42 Easements

ORDINANCE NO. 129, 3rd SERIES

AN ORDINANCE OF THE CITY OF THIEF RIVER FALLS, MINNESOTA, AMENDING CITY CODE CHAPTER 151 ENTITLED "ZONING CODE" BY ADDING SECTION 151.42, "EASEMENTS", 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 151.42 is hereby added to read as follows:

151.42. EASEMENTS.

(A) Utilities. Easements at least ten feet wide centered, overlapping, or adjacent to lot lines shall be provided for utilities where necessary. Easements for water lines or storm or sanitary sewer lines shall be at least 20 feet wide. Easements containing or proposed for more than one utility over six feet in depth shall be at least 30 feet wide. Wider permanent easements or temporary construction easements may be required where installation depths are greater than ten feet. Easements shall have continuity of alignment from block to block. Utility easements shall be kept free of any vegetation, obstructions, fences and structures which would interfere with the free movement of utility service vehicles. The City of Thief River Falls has the right to keep all utility easements free from hazards, structures and other improvements which might hinder the City's ability to serve and maintain such utilities. No fence, structure or trees can be planted or built in a utility easement area without permission from the City through the encroachment permit process.

(B) Encroachments. The City can require any obstructions in an easement or right of way be removed at the owner's expense. In non-emergency situations, the City will try to give the property owner a reasonable amount of time to remove the obstruction. However, if the property owner does not remove the obstruction as requested or if there is an emergency situation, the City can remove the obstruction and charge the property owner for the expenses. The City will not be required to compensate the property owner for the cost of repair, replacement or removal of the obstruction.

(C) Water courses. When a subdivision is traversed by a water course, drainage way, channel or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially with the lines of such water courses and with such further width or construction as may be determined to be necessary by the Public Works Director.

Section 2. City Code Chapter 10 entitled "General Provisions" and Section 152.998 entitled "Violation" 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 _____ day of May, 2023, by majority vote.

Mayor

ATTEST:

Angela Philipp
City Administrator

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

Notice is hereby given, pursuant to Chapter 151 of the Thief River Falls City Code, that the Planning Commission recommends:

An amendment to City Code Chapter 151.42 EASEMENTS, amending easement requirements, 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, May 9, 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 21st day of April 2023

CITY OF THIEF RIVER FALLS

/s/ Mark Borseth
Zoning Administrator

Published in the Wednesday, April 26, 2023 edition of The Times.



City of Thief River Falls

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Request for Council Action

DATE: 5/16/2023

SUBJECT: #8.2 Approve Summer Work Hours for City Hall

RECOMMENDATION: It is respectfully requested the Council consider the following recommendation from the Administrative Services and Public Works Committees:

MOTION TO: Set summer hours for the City of Thief River Falls City Hall and other departments as appropriate, effective Sunday, May 21st and to conclude on September 2nd. Summer hours are defined as four nine-hour days starting at 7:00 a.m. to 4:30 p.m. on Monday through Thursday and one-half day from 7:00 a.m. to 12:00 noon on Friday. Evaluation of hours to be conducted before summer hours end with the potential for year-round change.

BACKGROUND: Customer service is a high priority and will continue to be so. One of the main conditions is that summer hours will not be an added cost to the City in any way. This is an added convenience to the customer being open at 7am 5-days a week. This schedule also provides an additional hour during the week the doors to City Hall are open.

It will be the City Administrator and Department heads job to ensure customer satisfaction.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator and Travis Giffen, Public Works Director

ATTACHMENTS:

None



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Request for Council Action

DATE: 5/16/2023

SUBJECT: #8.3 Authorize the purchase of a 2023 Squad Car

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

MOTION TO: To authorize the purchase of a fully equipped 2023 Ford Explorer Police Interceptor utilizing the trade in of 2-2014 Squad cars, the 2023 vehicle and vehicle equipment budget, and \$25,000 from the DWI fund. The total purchase would be for \$63,378.27 through Guardian Fleet.

BACKGROUND: This was brought up for discussion in public safety to address an aging fleet.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is utilizing the budget for 2023, trade in of 2 squad cars, and Fund from the DWI Fund. Additionally utilizing the remaining budget from the Toughbook and Camera budget to go toward the purchase of the squad. This would then change the regular purchase of the next squad car to 2025.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Mike Roff, Deputy Chief of Police

ATTACHMENTS:

None



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Request for Council Action

DATE: 5/16/2023

SUBJECT: #8.4 Approval of Employment of Liza Hams-Cardinal for the Inventory position.

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

MOTION TO: Approve the employment of Liza Hams-Cardinal for the Inventory position. Mrs. Hams-Cardinal shall be placed at Step 1 of the Grade Level 3 Inventory salary schedule for a starting salary of \$24.35 per hour, effective May 30, 2023, pending successful completion of all pre-employment backgrounds and testing.

BACKGROUND: On Resolution Number 1-21-23 the City Council approved the Inventory position job description and authorized filling the vacant Inventory position. The job was posted to Teamsters Union first and then advertised to the public. Interviews were conducted on Feb 2, 2023, March 23, 2023, and May 1, 2023.

KEY ISSUES: The city council has authorized filling this position.

FINANCIAL CONSIDERATIONS: This is a budgeted position.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: John Kinsman – Interim Electric Superintendent and Wayne Johnson – Water Systems Superintendent

ATTACHMENTS:

None



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Request for Council Action

DATE: 5/16/2023

SUBJECT: #8.5 Agreement for Federal Participation in Construction

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

MOTION TO: The Mayor and Administrator are hereby authorized and directed for and on behalf of the City of Thief River Falls, MN to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 1052037, a copy of which said agreement was before the city Council/County Board and which is made a part hereof by reference.

BACKGROUND: Pursuant to Minnesota Stat. Sec. 161.36 the Commissioner of Transportation be appointed as Agent of the local agency to accept as its agent federal aid funds which may be made available for eligible transportation related projects.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This agreement allows federal agencies to distribute funds to eligible municipalities.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

1.	Thief River Falls DCP Agreement
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STATE OF MINNESOTA

AGENCY AGREEMENT

for

FEDERAL PARTICIPATION IN CONSTRUCTION

This Agreement is entered into by and between City of Thief River Falls ("Local Government") and the State of Minnesota acting through its Commissioner of Transportation ("MnDOT").

RECITALS

1. Pursuant to Minnesota Statutes Section 161.36, the Local Government desires MnDOT to act as the Local Government's agent in accepting federal funds on the Local Government's behalf for the construction, improvement, or enhancement of transportation financed either in whole or in part by Federal Highway Administration ("FHWA") federal funds, hereinafter referred to as the "Project(s)"; and
2. This Agreement is intended to cover all federal aid projects initiated by the Local Government and therefore has no specific State Project number associated with it, and
 - 2.1. The Assistance Listing Number (ALN) is 20.205, 20.224, 20.933 or another Department of Transportation ALN as listed on SAM.gov and
 - 2.2. This project is for construction, not research and development.
 - 2.3. MnDOT requires that the terms and conditions of this agency be set forth in an agreement.

AGREEMENT TERMS

1. Term of Agreement; Prior Agreement

- 1.1. **Effective Date.** This Agreement will be effective on the date that MnDOT obtains all required signatures under Minn. Stat. §16C.05, Subd. 2. This Agreement will remain effective until it is superseded or terminated pursuant to section 14.
- 1.2. **Prior Agreement.** This Agreement supersedes the prior agreement between the parties, MnDOT Contract Number 1030101.

2. Local Government's Duties

- 2.1. **Designation.** The Local Government designates MnDOT to act as its agent in accepting federal funds on its behalf made available for the Project(s). Details on the required processes and procedures are available on the State Aid Website.
- 2.2. **Staffing.**
 - 2.2.1. The Local Government will furnish and assign a publicly employed and licensed engineer, ("Project Engineer"), to be in responsible charge of the Project(s) and to supervise and direct the work to be performed under any construction contract let for the Project(s). In the alternative, where the Local Government elects to use a private consultant for construction engineering services, the Local Government will provide a qualified, full-time public employee of the Local Government to be in responsible charge of the Project(s). The services of the Local Government to be performed hereunder may not be assigned, sublet, or transferred unless the Local Government is notified in writing by MnDOT that such action is permitted under 23 CFR 1.33 and 23 CFR 635.105 and state law. This

written consent will in no way relieve the Local Government from its primary responsibility for performance of the work.

2.2.2. During the progress of the work on the Project(s), the Local Government authorizes its Project Engineer to request in writing specific engineering and/or technical services from MnDOT, pursuant to Minnesota Statutes Section 161.39. Such services may be covered by other technical service agreements. If MnDOT furnishes the services requested, and if MnDOT requests reimbursement, then the Local Government will promptly pay MnDOT to reimburse the state trunk highway fund for the full cost and expense of furnishing such services. The costs and expenses will include the current MnDOT labor additives and overhead rates, subject to adjustment based on actual direct costs that have been verified by audit. Provision of such services will not be deemed to make MnDOT a principal or co-principal with respect to the Project(s).

2.3. **Pre-letting.** The Local Government will prepare construction contracts in accordance with Minnesota law and applicable Federal laws and regulations.

2.3.1. The Local Government will solicit bids after obtaining written notification from MnDOT that the FHWA has authorized the Project(s). Any Project(s) advertised prior to authorization **without permission** will not be eligible for federal reimbursement.

2.3.2. The Local Government will prepare the Proposal for Highway Construction for the construction contract, which will include all federal-aid provisions supplied by MnDOT.

2.3.3. The Local Government will prepare and publish the bid solicitation for the Project(s) as required by state and federal laws. The Local Government will include in the solicitation the required language for federal-aid construction contracts as supplied by MnDOT. The solicitation will state where the proposals, plans, and specifications are available for the inspection of prospective bidders and where the Local Government will receive the sealed bids.

2.3.4. The Local Government may not include other work in the construction contract for the authorized Project(s) without obtaining prior notification from MnDOT that such work is allowed by FHWA. Failure to obtain such notification may result in the loss of some or all of the federal funds for the Project(s). All work included in a federal contract is subject to the same federal requirements as the federal project.

2.3.5. The Local Government will prepare and sell the plan and proposal packages and prepare and distribute any addenda, if needed.

2.3.6. The Local Government will receive and open bids.

2.3.7. After the bids are opened, the Local Government will consider the bids and will award the bid to the lowest responsible bidder or reject all bids. If the construction contract contains a goal for Disadvantaged Business Enterprises (DBEs), the Local Government will not award the bid until it has received certification of the Disadvantaged Business Enterprise participation from the MnDOT Office of Civil Rights.

2.3.8. The Local Government must disclose in writing any potential conflict of interest to the Federal awarding agency or MnDOT in accordance with applicable FHWA policy.

2.4. **Contract Administration.**

2.4.1. The Local Government will prepare and execute a construction contract with the lowest responsible bidder, hereinafter referred to as the "Contractor," in accordance with the special provisions and the latest edition of MnDOT's Standard Specifications for Construction when the contract is awarded and all amendments thereto. All contracts between the Local Government and third parties or subcontractors must contain all applicable provisions of this Agreement, including the applicable

federal contract clauses, which are identified in Appendix II of 2 CFR 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, and as identified in Section 18 of this Agreement.

- 2.4.2. The Project(s) will be constructed in accordance with the plans, special provisions, and standard specifications of each Project. The standard specifications will be the latest edition of MnDOT Standard Specifications for Highway Construction and all amendments thereto. The plans, special provisions, and standard specifications will be on file at the Local Government Engineer's Office. The plans, special provisions, and specifications are incorporated into this Agreement by reference as though fully set forth herein.
- 2.4.3. The Local Government will furnish the personnel, services, supplies, and equipment necessary to properly supervise, inspect, and document the work for the Project(s). The services of the Local Government to be performed hereunder may not be assigned, sublet, or transferred unless the Local Government is notified in writing by MnDOT that such action is permitted under 23 CFR 1.33 and 23 CFR 635.105 and state law. This written consent will in no way relieve the Local Government from its primary responsibility for performance of the work.
- 2.4.4. The Local Government will document quantities in accordance with the guidelines set forth in the Construction Section of the Electronic State Aid Manual that are in effect at the time the work was performed.
- 2.4.5. The Local Government will test materials in accordance with the Schedule of Materials Control in effect at the time each Project was let. The Local Government will notify MnDOT when work is in progress on the Project(s) that requires observation by the Independent Assurance Inspector, as required by the Independent Assurance Schedule.
- 2.4.6. The Local Government may make changes in the plans or the character of the work, as may be necessary to complete the Project(s), and may enter into Change Order(s) with the Contractor. The Local Government will not be reimbursed for any costs of any work performed under a change order unless MnDOT has notified the Local Government that the subject work is eligible for federal funds and sufficient federal funds are available.
- 2.4.7. The Local Government will request approval from MnDOT for all costs in excess of the amount of federal funds previously approved for the Project(s) prior to incurring such costs. Failure to obtain such approval may result in such costs being disallowed for reimbursement.
- 2.4.8. The Local Government will prepare reports, keep records, and perform work so as to meet federal requirements and to enable MnDOT to collect the federal aid sought by the Local Government. Required reports are listed in the MnDOT State Aid Manual, Delegated Contract Process Checklist, available from MnDOT's authorized representative. The Local Government will retain all records and reports and allow MnDOT or the FHWA access to such records and reports for six years.
- 2.4.9. Upon completion of the Project(s), the Project Engineer will determine whether the work will be accepted.

2.5. **Limitations.**

- 2.5.1. The Local Government will comply with all applicable Federal, State, and local laws, ordinances, and regulations.
- 2.5.2. **Nondiscrimination.** It is the policy of the Federal Highway Administration and the State of Minnesota that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance (42 U.S.C. 2000d). Through expansion of the mandate

for nondiscrimination in Title VI and through parallel legislation, the proscribed bases of discrimination include race, color, sex, national origin, age, and disability. In addition, the Title VI program has been extended to cover all programs, activities and services of an entity receiving Federal financial assistance, whether such programs and activities are Federally assisted or not. Even in the absence of prior discriminatory practice or usage, a recipient in administering a program or activity to which this part applies is expected to take affirmative action to assure that no person is excluded from participation in, or is denied the benefits of, the program or activity on the grounds of race, color, national origin, sex, age, or disability. It is the responsibility of the Local Government to carry out the above requirements.

2.5.3. **Utilities.** The Local Government will treat all public, private or cooperatively owned utility facilities which directly or indirectly serve the public and which occupy highway rights of way in conformance with 23 CFR 645 "Utilities", which is incorporated herein by reference.

2.6. **Maintenance.** The Local Government assumes full responsibility for the operation and maintenance of any facility constructed or improved under this Agreement.

3. MnDOT's Duties

3.1. **Acceptance.** MnDOT accepts designation as Agent of the Local Government for the receipt and disbursement of federal funds and will act in accordance herewith.

3.2. Project Activities.

3.2.1. MnDOT will make the necessary requests to the FHWA for authorization to use federal funds for the Project(s) and for reimbursement of eligible costs pursuant to the terms of this Agreement.

3.2.2. MnDOT will provide to the Local Government copies of the required Federal-aid clauses to be included in the bid solicitation and will provide the required Federal-aid provisions to be included in the Proposal for Highway Construction.

3.2.3. MnDOT will review and certify the DBE participation and notify the Local Government when certification is complete. If certification of DBE participation (or good faith efforts to achieve such participation) cannot be obtained, then Local Government must decide whether to proceed with awarding the contract. Failure to obtain such certification will result in the Project becoming ineligible for federal assistance, and the Local Government must make up any shortfall.

3.2.4. MnDOT will provide the required labor postings.

3.3. **Authority.** MnDOT may withhold federal funds, where MnDOT or the FHWA determines that the Project(s) was not completed in compliance with federal requirements.

3.4. **Inspection.** MnDOT, the FHWA, or duly authorized representatives of the state and federal government will have the right to audit, evaluate and monitor the work performed under this Agreement. The Local Government will make all books, records, and documents pertaining to the work hereunder available for a minimum of six years following the closing of the construction contract.

4. Time

4.1. The Local Government must comply with all time requirements described in this Agreement. In the performance of this Agreement, time is of the essence.

4.2. The period of performance is defined as beginning on the date of federal authorization and ending on the date defined in the federal financial system or federal agreement ("end date"). **No work completed** after the **end date** will be eligible for federal funding. Local Government must submit all contract close out paperwork to MnDOT at least twenty-four months prior to the **end date**.

5. Payment

- 5.1. **Cost.** The entire cost of the Project(s) is to be paid from federal funds made available by the FHWA and by other funds provided by the Local Government. The Local Government will pay any part of the cost or expense of the Project(s) that is not paid by federal funds. MnDOT will receive the federal funds to be paid by the FHWA for the Project(s), pursuant to Minnesota Statutes § 161.36, Subdivision 2. MnDOT will reimburse the Local Government, from said federal funds made available to each Project, for each partial payment request, subject to the availability and limits of those funds.
- 5.2. **Indirect Cost Rate Proposal/Cost Allocation Plan.** If the Local Government seeks reimbursement for indirect costs and has submitted to MnDOT an indirect cost rate proposal or a cost allocation plan, the rate proposed will be used on a provisional basis. At any time during the period of performance or the final audit of a Project, MnDOT may audit and adjust the indirect cost rate according to the cost principles in 2 CFR Part 200. MnDOT may adjust associated reimbursements accordingly.
- 5.3. **Reimbursement.** The Local Government will prepare partial estimates in accordance with the terms of the construction contract for the Project(s). The Project Engineer will certify each partial estimate. Following certification of the partial estimate, the Local Government will make partial payments to the Contractor in accordance with the terms of the construction contract for the Project(s).
 - 5.3.1. Following certification of the partial estimate, the Local Government may request reimbursement for costs eligible for federal funds. The Local Government's request will be made to MnDOT and will include a copy of the certified partial estimate.
 - 5.3.2. Upon completion of the Project(s), the Local Government will prepare a final estimate in accordance with the terms of the construction contract for the Project(s). The Project Engineer will certify the final estimate. Following certification of the final estimate, the Local Government will make the final payment to the Contractor in accordance with the terms of the construction contract for the Project(s).
 - 5.3.3. Following certification of the final estimate, the Local Government may request reimbursement for costs eligible for federal funds. The Local Government's request will be made to MnDOT and will include a copy of the certified final estimate along with the required records.
 - 5.3.4. Upon completion of the Project(s), MnDOT will perform a final inspection and verify the federal and state eligibility of all payment requests. If the Project is found to have been completed in accordance with the plans and specifications, MnDOT will promptly release any remaining federal funds due the Local Government for the Project(s). If MnDOT finds that the Local Government has been overpaid, the Local Government must promptly return any excess funds.
 - 5.3.5. In the event MnDOT does not obtain funding from the Minnesota Legislature or other funding source, or funding cannot be continued at a sufficient level to allow for the processing of the federal aid reimbursement requests, the Local Government may continue the work with local funds only, until such time as MnDOT is able to process the federal aid reimbursement requests.
- 5.4. **Matching Funds.** Any cost sharing or matching funds required of the Local Government in this Agreement must comply with 2 CFR 200.306.
- 5.5. **Federal Funds.** Payments under this Agreement will be made from federal funds. The Local Government is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for failure to comply with any federal requirements including, but not limited to, 2 CFR Part 200. If, for any reason, the federal government fails to pay part of the cost or expense incurred by the Local Government, or in the event the total amount of federal funds is not available, the Local Government will be responsible for any and all costs or expenses incurred under this Agreement. The Local Government further

agrees to pay any and all lawful claims arising out of or incidental to the performance of the work covered by this Agreement in the event the federal government does not pay the same.

- 5.6. **Closeout.** The Local Government must liquidate all obligations incurred under this Agreement for each Project and submit all financial, performance, and other reports as required by the terms of this Agreement and the Federal award at least twenty-four months prior to the **end date** of the period of performance for each Project. MnDOT will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with funds will continue following project closeout.
6. **Conditions of Payment.** All services provided by Local Government under this Agreement must be performed to MnDOT's satisfaction, as determined at the sole discretion of MnDOT's Authorized Representative, and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Local Government will not receive payment for work found by MnDOT to be unsatisfactory or performed in violation of federal, state, or local law.
7. **Authorized Representatives**
 - 7.1. MnDOT's Authorized Representative is:

Name: Kristine Elwood, or her successor.

Title: State Aid Engineer

Phone: 651-366-4831

Email: Kristine.elwood@state.mn.us

MnDOT's Authorized Representative has the responsibility to monitor Local Government's performance and the authority to accept the services provided under this Agreement. If the services are satisfactory, MnDOT's Authorized Representative will certify acceptance on each invoice submitted for payment.
 - 7.2. The Local Government's Authorized Representative is:

Name: Angela Philipp or their successor.

Title: Thief River Falls City Administrator

Phone: 218-681-2943

Email: admin@citytrf.net

If the Local Government's Authorized Representative changes at any time during this Agreement, the Local Government will immediately notify MnDOT.
8. **Assignment Amendments, Waiver, and Agreement Complete**
 - 8.1. **Assignment.** The Local Government may neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of MnDOT and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
 - 8.2. **Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
 - 8.3. **Waiver.** If MnDOT fails to enforce any provision of this Agreement, that failure does not waive the provision or MnDOT's right to subsequently enforce it.
 - 8.4. **Agreement Complete.** This Agreement contains all negotiations and agreements between MnDOT and the

Local Government. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

- 8.5. **Severability.** If any provision of this Agreement, or the application thereof, is found to be invalid or unenforceable to any extent, the remainder of the Agreement, including all material provisions and the application of such provisions, will not be affected and will be enforceable to the greatest extent permitted by the law.
- 8.6. **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.
- 8.7. **Certification.** By signing this Agreement, the Local Government certifies that it is not suspended or debarred from receiving federal or state awards.

9. Liability and Claims

- 9.1. **Tort Liability.** Each party is responsible for its own acts and omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of any others and the results thereof. The Minnesota Tort Claims Act, Minnesota Statutes Section 3.736, governs MnDOT liability.
- 9.2. **Claims.** The Local Government acknowledges that MnDOT is acting only as the Local Government's agent for acceptance and disbursement of federal funds, and not as a principal or co-principal with respect to the Project. The Local Government will pay any and all lawful claims arising out of or incidental to the Project including, without limitation, claims related to contractor selection (including the solicitation, evaluation, and acceptance or rejection of bids or proposals), acts or omissions in performing the Project work, and any *ultra vires* acts. To the extent permitted by law, the Local Government will indemnify, defend (to the extent permitted by the Minnesota Attorney General), and hold MnDOT harmless from any claims or costs arising out of or incidental to the Project(s), including reasonable attorney fees incurred by MnDOT. The Local Government's indemnification obligation extends to any actions related to the certification of DBE participation, even if such actions are recommended by MnDOT.

10. Audits

- 10.1. Under Minn. Stat. § 16C.05, Subd.5, the books, records, documents, and accounting procedures and practices of the Local Government, or any other party relevant to this Agreement or transaction, are subject to examination by MnDOT and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. The Local Government will take timely and appropriate action on all deficiencies identified by an audit.
- 10.2. All requests for reimbursement are subject to audit, at MnDOT's discretion. The cost principles outlined in 2 CFR 200.400-.476 will be used to determine whether costs are eligible for reimbursement under this Agreement.
- 10.3. If Local Government expends \$750,000 or more in Federal Funds during the Local Government's fiscal year, the Local Government must have a single audit or program specific audit conducted in accordance with 2 CFR Part 200.

- 11. **Government Data Practices.** The Local Government and MnDOT must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by MnDOT under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Local Government under this Agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Local Government or MnDOT.

- 12. **Workers Compensation.** The Local Government certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Local Government's employees and agents will

not be considered MnDOT employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way MnDOT's obligation or responsibility.

- 13. Governing Law, Jurisdiction, and Venue.** Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination; Suspension

- 14.1. Termination by MnDOT.** MnDOT may terminate this Agreement with or without cause, upon 30 days written notice to the Local Government. Upon termination, the Local Government will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 14.2. Termination for Cause.** MnDOT may immediately terminate this Agreement if MnDOT finds that there has been a failure to comply with the provisions of this Agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that the Local Government has been convicted of a criminal offense relating to a state agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. MnDOT may take action to protect the interests of MnDOT of Minnesota, including the refusal to disburse additional funds and/or requiring the return of all or part of the funds already disbursed.
- 14.3. Termination for Insufficient Funding.** MnDOT may immediately terminate this Agreement if:
- 14.3.1. It does not obtain funding from the Minnesota Legislature; or
 - 14.3.2. If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Local Government. MnDOT is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Local Government will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. MnDOT will not be assessed any penalty if the Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. MnDOT will provide the Local Government notice of the lack of funding within a reasonable time of MnDOT's receiving that notice.
- 14.4. Suspension.** MnDOT may immediately suspend this Agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Local Government during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.
- 15. Data Disclosure.** Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Local Government consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to MnDOT, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Local Government to file state tax returns and pay delinquent state tax liabilities, if any.
- 16. Fund Use Prohibited.** The Local Government will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Local Government from utilizing these funds to pay any party who might be disqualified or debarred after the Local Government's contract award on this Project.

- 17. Discrimination Prohibited by Minnesota Statutes §181.59.** The Local Government will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.

18. Federal Contract Clauses

- 18.1. Appendix II 2 CFR Part 200.** The Local Government agrees to comply with the following federal requirements as identified in 2 CFR 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, and agrees to pass through these requirements to its subcontractors and third-party contractors, as applicable. In addition, the Local Government shall have the same meaning as “Contractor” in the federal requirements listed below.
- 18.1.1. Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
 - 18.1.2. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.
 - 18.1.3. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”
 - 18.1.4. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision

- for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
- 18.1.5. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- 18.1.6. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.
- 18.1.7. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended - Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- 18.1.8. Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- 18.1.9. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must

also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

18.1.10. Local Government will comply with 2 CFR § 200.323.

18.1.11. Local Government will comply with 2 CFR § 200.216.

18.1.12. Local Government will comply with 2 CFR § 200.322.

18.2. **Drug-Free Workplace.** The Local Government will comply with the Drug-Free Workplace requirements under subpart B of 49 C.F.R. Part 32.

18.3. **Title VI/Non-discrimination Assurances.** The Local Government hereby agrees that, as a condition of receiving any Federal financial assistance under this Agreement, it will comply with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. § 2000d), related nondiscrimination statutes (i.e., 23 U.S.C. § 324, Section 504 of the Rehabilitation Act of 1973 as amended, and the Age Discrimination Act of 1975), and applicable regulatory requirements to the end that no person in the United States shall, on the grounds of race, color, national origin, sex, disability, or age be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the Local Government receives Federal financial assistance.

The Local Government hereby agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. If federal funds are included in any contract, the Local Government will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. State may conduct a review of the Local Government's compliance with this provision. The Local Government must cooperate with State throughout the review process by supplying all requested information and documentation to State, making Local Government staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by State.

18.4. **Buy America.** The Local Government must comply with the Buy America domestic preferences contained in the Build America, Buy America Act (Sections 70901-52 of the Infrastructure Investment and Jobs Act, Public Law 117-58) and as implemented by US DOT operating agencies.

18.5. **Federal Funding Accountability and Transparency Act (FFATA)**

18.5.1. This Agreement requires the Local Government to provide supplies and/or services that are funded in whole or in part by federal funds that are subject to FFATA. The Local Government is responsible for ensuring that all applicable requirements, including but not limited to those set forth herein, of FFATA are met and that the Local Government provides information to the MnDOT as required.

- a. Reporting of Total Compensation of the Local Government's Executives.
- b. The Local Government shall report the names and total compensation of each of its five most highly compensated executives for the Local Government's preceding completed fiscal year, if in the Local Government's preceding fiscal year it received:
 - i. 80 percent or more of the Local Government's annual gross revenues from Federal procurement contracts and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

- iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <https://www.sec.gov/answers/execomp.htm>).

Executive means officers, managing partners, or any other employees in management positions.

- c. Total compensation means the cash and noncash dollar value earned by the executive during the Local Government's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
 - i. Salary and bonus.
 - ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
 - v. Above-market earnings on deferred compensation which is not tax qualified.
- 18.5.2. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.
- 18.5.3. The Local Government must report executive total compensation described above to the MnDOT by the end of the month during which this Agreement is awarded.
- 18.5.4. The Local Government will obtain a Unique Entity Identifier number and maintain this number for the term of this Agreement. This number shall be provided to MnDOT on the plan review checklist submitted with the plans for each Project.
- 18.5.5. The Local Government's failure to comply with the above requirements is a material breach of this Agreement for which the MnDOT may terminate this Agreement for cause. The MnDOT will not be obligated to pay any outstanding invoice received from the Local Government unless and until the Local Government is in full compliance with the above requirements.

[THE REMAINDER OF THIS PAGE HAS INTENTIONALLY BEEN LEFT BLANK.]

City of Thief River Falls

Local Government certifies that the appropriate person(s) have executed the contract on behalf of the Local Government as required by applicable articles, bylaws, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

By: _____

Title: _____

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____

Date: _____



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: 5/16/2023

SUBJECT: #8.6 Approve 2023 Street Improvements Project

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

MOTION TO: Approve the low bid of \$1,262,015.40 from Agassiz Asphalt, LLC and award the 2023 Street Improvements Project.

BACKGROUND: The proposed work was bid as a result of meetings with department heads, Council Committees, developers, and according to items in the City's Capital Improvement Plan.

KEY ISSUES: Bids for this project were received on May 10th, 2023, from three contractors. The low bid was received from Agassiz Asphalt, LLC in the amount of \$1,262,015.40. The Engineer's Estimate was \$1,405,359.00. The low bid was 11% below the engineer's estimate.

FINANCIAL CONSIDERATIONS: Bid Tabulation is attached.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

1.	2023 SUMMARY OF BIDS-COUNCIL
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SUMMARY OF BIDS
2023 STREET & UTILITIES IMPROVEMENTS - 3082023.00
THIEF RIVER FALLS, MN

BIDS OPEN: May 10, 2023
 10:00 A.M.

		TOTAL BID
	ENGINEERS ESTIMATE: \$1,405,359.00	
1	Agassiz Asphalt, LLC 67 State Street Newfolden, MN 56738	\$1,262,015.40
2	RJ Zavoral & Sons, Inc. P.O. Box 435/1706 Bygland Road SE East Grand Forks, MN 56721	\$1,310,654.22
3	Knife River Materials 4101 Bemidji Avenue Bemidji, MN 56601	\$1,438,710.50
4		
5		
6		



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Request for Council Action

DATE: 5/16/2023

SUBJECT: Approve Bicycle and pedestrian advisory group

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

MOTION TO: Approve Bike Thief River Falls as a recognized advisory group to the Thief River Falls City Public Works Committee. The purpose of the advisory group is to provide suggestions on policies, engineering projects, funding and grant opportunities and educational programs to help make Thief River Falls a more walk, bike and roll friendly community.

BACKGROUND: The city supports increased bicycling and walking for commuting, general transportation, recreation, and healthy living. A safe, connected, convenient, and comfortable network of pedestrian and bicycling facilities contributes positively to quality of life, equity, and health. Increased walking, bicycling, and access to transit is needed to support transportation solutions in Thief River Falls and contribute to energy efficiency, reduced greenhouse gas emissions, and better air quality. Walk- and bike-friendliness are key economic drivers for cities of all sizes, strengthening the local economy by attracting business investment and skilled workers that have the option to locate anywhere. Bike Thief River Falls, a chapter of the Bicycle Alliance of Minnesota has as its main mission of working with the city to make it more bike, walk and roll friendly. Bike TRF membership is open to anyone and serves as an important resource to the community.

KEY ISSUES:

FINANCIAL CONSIDERATIONS:

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

None



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Request for Council Action

DATE: 5/16/2023

SUBJECT: #8.8 Approval of step change for Investigator Position

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

MOTION TO: Upon further review of the Investigator pay for Brady Meunier, it was determined that Mr. Meunier's wage shall be moved from the current Grade 7 Step 1 of \$34.27 per hour to Grade 7 Step 2 of \$35.73 per hour, effective May 17th, 2023. Mr. Meunier will then move to Grade 7 Step 3 of \$37.16 on October 18, 2023, which is his original anniversary date.

BACKGROUND:

KEY ISSUES:

FINANCIAL CONSIDERATIONS: This is a budgeted position

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

None



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Request for Council Action

DATE: 5/16/2023

SUBJECT: #8.9 Bank reconstruction for handicap ramp fishing pier

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

MOTION TO: Authorize Quality Spray Foam to perform operations to recompact materials and restore area damaged by 2022 flood impacts.

BACKGROUND: Scope of work lies within FEMA disaster declaration area from high water conditions sustained in 2022. The proposed work will help restore and improve conditions to help combat any further damage to the handicap accessible fishing pier.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: FEMA site inspections included area of reconstruction for awarded funding. Proposed construction engineered to best match requirements funded with recovery funds. The total work is estimated to be approximately \$17,000.00.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Giffen, Public Works Director

ATTACHMENTS:

None

**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	\$206,115.80
American Express Natl Bk	Certificate of Deposit - Brokered	\$248,000	18-Mar-24	1.60%	16-Sep-22	\$240,939.44
Comenity Cap Bk Utah CD 1.2	Certificate of Deposit - Brokered	\$249,000	15-May-24	2.75%	15-May-19	\$243,604.17
New York Community Bank	Certificate of Deposit - Brokered	\$183,000	03-Jun-24	0.30%	03-Dec-21	\$174,120.84
Port Houston Auth Tex Harris	Certificate of Deposit - Brokered	\$500,000	01-Oct-24	2.25%	12-Aug-20	\$481,855.00
Morgan Stanley Pvt Bk	Certificate of Deposit - Brokered	\$245,000	27-Feb-25	1.80%	27-Aug-20	\$231,488.25
State Bk India New York NY	Certificate of Deposit - Brokered	\$183,000	10-Jun-25	1.05%	10-Dec-20	\$168,650.97
Federal Home Ln Mtg Corp	Certificate of Deposit - Brokered	\$255,000	25-Aug-25	3.50%	25-Feb-23	\$248,862.15
JPMorgan Chase Bank N A CD CLL	Certificate of Deposit - Brokered	\$246,000	30-Sep-25	0.40%	31-Mar-21	\$220,511.94
Goldman Sachs BK USA New York	Certificate of Deposit - Brokered	\$200,000	11-Feb-26	1.00%	11-Aug-21	\$179,434.00
Vernon Hills Taxable GO	Certificate of Deposit - Brokered	\$246,000	30-Mar-26	2.85%	01-Jul-22	\$239,907.50
BankUnited A Svgs Bk Miami	Certificate of Deposit - Brokered	\$249,000	31-Mar-26	0.95%	30-Jun-21	\$221,941.17
UBS BK USA Salt Lake City UT	Certificate of Deposit - Brokered	\$245,000	16-Jun-26	0.85%	16-Jul-21	\$215,992.00
Defiance Ohio City Sch Dist	Bond - Brokered	\$550,000	01-Dec-28	0.00%	01-Dec-28	\$429,731.50
Fresno Calif Uni School Dist	Bond - Brokered	\$300,000	01-Aug-25	0.00%	01-Aug-25	\$268,587.00
Thief River Falls Minn Indpt	Bond - Brokered	\$190,000	01-Feb-27	1.01%	01-Feb-27	\$167,779.50
RBC INVESTMENTS						\$3,939,521.23
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	\$5,515,171.23
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MONEY MARKET ACCOUNTS

Piper Jaffray	First American Gov't Obligations Fund	0.01%	\$3,260,068.71
RBC	US Govt Money Market Fund		\$18.25
League of Minnesota Cities	4M Money Market Fund	0.01%	\$13,046,290.75
League of Minnesota Cities	4M Plus Fund	0.03%	\$26,553.25
League of Minnesota Cities	4M LTD Account		<u>\$757,623.30</u>

TOTAL MONEY MARKET SAVINGS	\$17,090,554.26
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GRAND TOTAL	04/30/2023	<u><u>\$22,605,725.49</u></u>
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*Interest paid every 6 months.