THIEF RIVER FALLS CITY COUNCIL
AGENDA
Wednesday, July 5, 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. Zehlian's Art & Wine Walk Presentation - Carol Ihle

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 June 20, 2023 Council Proceedings (page 3-13)
   7.2. City of Thief River Falls Bills and Disbursements and Council Per Diems (page 14-50)
   7.3. American Legion Post 117 Temporary Intoxicating Liquor License with Addendum July 15, 2023 (page 51-59)
   7.4. American Legion Post 117 Temporary Intoxicating Liquor License with Addendum July 14, 2023 (page 60)
   7.5. Eagles Temporary Intoxicating Liquor License with Addendum August 17 & 18, 2022 (page 61-63)

8. NEW BUSINESS

8.1. Approve Municode Codification by Civic Plus Republication and Online Code Hosting Service (page 64-81)

8.2. Approve Replacing Outside Huck Letters (Sign) at the Huck Olson Memorial Civic Center. (page 82)

8.3. Approve to Replace Water Softener in Compressor Room at the Ralph Engelstad Arena. (page 83)

8.4. Summary of City of Administrator Performance Review (page 84)

8.5. Approval of Concourse Paint for Ralph Engelstad Arena in Thief River Falls (page 85)

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. Utilities Committee Meeting - July 10th at 7:00 a.m.

10.2. Public Safety Liquor Committee Meeting - July 10th at 4:30 p.m.

10.3. Administrative Services Committee Meeting - July 11th at 4:30 p.m.

10.4. Public Works Committee Meeting - July 12th at 4:30 p.m.

10.5. City Council Meeting - July 18th at 5:30 p.m.

11. INFORMATIONAL ITEMS

12. ADJOURNMENT

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

COUNCIL PROCEEDINGS

Tuesday, June 20, 2023

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on June 20, 2023. This meeting is being presided over by Mayor Brian Holmer.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

PUBLIC FORUM

- Gordy and Mary Jo Myklebust - 1064 Hanson Dr. - Concerns with ditch system for the past seven years. Previous conversations with Mark Borseth related to grass overgrown to 18 inches long. Council will check on the authority of ditch system.

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

APPROVE AGENDA

Councilmember Mike Lorenson motioned, being seconded by Councilmember Jason Aarestad, to approve the agenda with the addition 8.18 and 8.19.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 06.127.23: Approval of June 6, 2023 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 06.127.23, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve June 6, 2023 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.128.23: City of Thief River Falls Bills and Disbursements

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 06.128.23, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED By the City Council, to authorize payment of bills and disbursements in the total amount of $1,815,349.06. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.129.23: Approval of Temporary Intoxicating Liquor License with Addendum to Rivers and Rails Brewing

Presented as part of the Consent Agenda, Councilmember Michele McCraw introduced Resolution No. 06.129.23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The River and Rails has applied for a temporary intoxicating liquor license with addendum to include outdoor area to include the deck.

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

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

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

THEREFORE, BE IT RESOLVED To Approve an Intoxicating Liquor License Brewing with Addendum to Rivers and Rails for a private event effective August 10, 2023, from 8 pm to 12 am.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 06.130.23: Resolution Relating To $3,350,000 General Obligation Bonds, Series 2023a; Authorizing The Issuance, Awarding The Sale, Prescribing The Form And Details, Providing For The Payment Thereof.

Following discussion, Councilmember Steve Narverud introduced Resolution No. 06.130.23, being seconded by Councilmember Michele McCraw, that:

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

Section 1. Authorization; Purpose. It is hereby determined to be in the best interests of the City to issue its General Obligation Bonds, Series 2023A (the "Bonds"), as authorized pursuant to Minnesota Statutes, Chapters 429, 444, and 475, for the purpose of financing various street and water utility improvement projects within the City and funding costs of issuance of the Bonds.

Section 2. Notice of Sale. Northland Securities, Inc., municipal advisor to the City, has presented to this Council a form of Notice of Sale for the Bonds which is attached hereto and hereby approved and which shall be placed on file by the City

Administrator. Each and all of the provisions of the Notice of Sale are hereby adopted as the terms and conditions of the Bonds and of the sale thereof, subject to adjustment for issue price compliance terms that may be required prior to the date of sale. Northland Securities, Inc., as independent municipal advisor, pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, paragraph (9), is hereby authorized to solicit bids for the Bonds on behalf of the City on a competitive basis without requirement of published notice.

Section 3. Adjustment of Principal Amount of Bonds. The principal amount of the Bond issue shall be adjusted in accordance with staff recommendations upon receipt of bids for the financed projects, provided that the principal amount shall be approximately $3,350,000.

Section 4. Award and Sale. The City Council shall meet at the times and place shown in the attached Notice of Sale for the purpose of considering sealed bids for the purchase of the Bonds and of taking such action thereon as may be in the best interest of the City.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.131.23: Approval to Authorize The City of Thief River Falls to Enter Into a Municipal Advisory Service Agreement with Northland Securities, Inc. for General Obligation Bonds, Series 2023a.

Following discussion, Councilmember Steve Narverud introduced Resolution No. 06.131.23, being seconded by Councilmember Scott Pream, that:

BE IT RESOLVED, by the City Council, to authorize the City of Thief River Falls to enter into an agreement with Northland Securities, Inc. for Financial Planning Services for the General Obligation Bonds, Series 2023A at approximately $22,950.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.132.23: Approve Northern Pride Variance Request

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 06.132.23, being seconded by Councilmember Scott Pream, that:

WHEREAS, Northern Pride purchased the former Northwest Beverage building in 2021 at 419 Pennington Avenue to further expand their turkey processing business. They have undertaken extensive building improvements and modifications to repurpose the building, as well as significant investment in equipment. They received grant funds through the Minnesota DEED MIF program with support from and in partnership with the City of Thief River Falls to assist with the cost of improvements.

WHEREAS, Northern Pride utilizes this facility to debone and further process smaller quantities. One of these is ground meat which requires refrigeration for safe handling which requires CO_2. There is not an area on the north, east, or west sides of this building to add the CO_2 tank without a variance. The south side of the building has two public sanitary sewer mains and much needed parking. In addition to the variance, they are requesting a 6’ easement from the city for a portion of the CO_2 tank foundation. The city would also need to provide an MOU allowing Northern Pride to utilize the Water Plant roadways for truck access. The Fire Chief has approved the location of the tank providing all applicable MN State Fire Codes are followed.

THEREFORE, BE IT RESOLVED Approve a 35’ variance to the 35’ rear yard setback for Northern Pride to install a CO_2 tank on the west side of the former Northwest Beverage facility. This variance is contingent upon the City granting a 6’ easement to Northern Pride on the Water Distribution Garage property.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.133.23: Approve F4 LLC – Conditional Use Permit Request

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 06.133.23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, F4 LLC purchased the vacant property south of Cenex for the purpose of constructing a car and truck wash. This property is located at 2014 US Highway 59 Southeast and is zoned General Business District (C-2). This is an allowable use in this zoning district with a conditional use permit, which has already been granted by the city council.

WHEREAS, The city recently added buffer strips as a conditional use to allow a performance-based approach. Properties adjacent to streets or alleys do not require a 35’ buffer strip unless required by a conditional use permit.

THEREFORE, BE IT RESOLVED Approve a Conditional Use Permit for F4 LLC Car and Truck Wash not requiring a 35’ buffer due to the project being adjacent to a street that serves as the buffer.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.134.23: Approve Comprehensive Housing Needs Analysis

Following discussion, Councilmember Scott Pream introduced Resolution No. 06.134.23, being seconded by Councilmember Mike Lorenson, that:

WHEREAS, The City of Thief River Falls completed a housing study in 2012 that indicated 900 new housing units were needed in Thief River Falls over the following ten years. Since that time 514 new housing units have been constructed. This study is now outdated and needs to be updated.

WHEREAS, Proposals were received from two firms, Community Partners Research for $16,900 and Maxfield Research & Consulting for $19,810. Community Partners Research completed the study done in 2012 so they would benefit from community knowledge. However, they are retiring and would not be available for any follow-up work or future site-specific research. We have applied for a grant from the Northwest Minnesota Foundation for $12,500. The highest quote for $19,810 would require the local share of $7,310. The lower quote of $16,900, which would require the local share of $4,400 local share financed from Economic Development.

THEREFORE, BE IT RESOLVED Approve an agreement with Maxfield Research & Consulting to complete a comprehensive housing needs analysis; and authorize the Mayor and City Administrator to execute the agreement.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.135.23: Approval of MOU with Northwest Minnesota Foundation

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 06.135.23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The City of Thief River Falls has a housing shortage. Our previous housing study called for 900 new housing units and there have been 514 constructed since 2012. These have primarily been market rate workforce housing. There is a need for housing at all income levels.

WHEREAS, The Northwest Minnesota Foundation (NWMF) is in the process of developing a Community Land Trust (CLT) in Thief River Falls. They are proposing to build four new homes in 2024. With a CLT the NWMF would own the land with a minimal lease to the home buyer, resulting in a lower cost of ownership. The city would donate two lots that were created as a result of the decommissioning of the former water treatment lime ponds. This donation for affordable housing would leverage two additional new homes at another location in our community.

THEREFORE, BE IT RESOLVED Approve a Memorandum of Understanding with the Northwest Minnesota Foundation to transfer Parcel No. 2 and Parcel No. 3 on Parkview Street into a Community Land Trust for the purpose of affordable housing; and authorize the Mayor and City Administrator to execute the agreement. Subject to final legal review.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.148.23: Approve additional 15’ deeded to adjacent landowner with lots on Parkview.

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 06.148.23, being seconded by Councilmember Scott Pream, that:

THEREFORE, BE IT RESOLVED Approve additional 15’ deeded to adjacent landowner with lots on Parkview.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.136.23: Appoint Councilmember Steve Narverud to all City of Thief River Falls Ad Hoc Labor committee meetings

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 06.136.23, being seconded by Councilmember Megan Arlt, that:

THEREFORE, BE IT RESOLVED Appoint Councilmember Steve Narverud to all City of Thief River Falls Ad Hoc Labor committee meetings. The attendance of these meetings would qualify for a per diem submission.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.137.23: Approval to appoint Brian Jacobson as Director and John Kinsman as Advisor to the NMPA Board of Directors

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 06.137.23, being seconded by Councilmember Scott Pream, 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 appoint Brian Jacobson as Director and John Kinsman as Advisor to the Northern Municipal Power Agency Board of Directors. To complete the remaining term of May 1, 2023 through April 30, 2024.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.138.23: Approval to Fill Systems Manager Position

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 06.138.23, being seconded by Councilmember Michele McCraw, that:

WHEREAS, Brian Jacobson moved to the Electric Superintendent position June 12, 2023, from the Systems Manager position. To continue efficient operations of the Electric Department, the Systems Manager position needs to be filled.

THEREFORE, BE IT RESOLVED To authorize to begin the process to fill the Systems Manager position in the Electric Department. Position shall be opened to Teamster #320 employees for ten days, as per union contract and if not filled through this process, the Systems Manager position will be opened to the public.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.139.23: Approval of Falls Towing Contract

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 06.139.23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, We entered into a contract with K&K towing on January 23, 2023. In May of 2023 the Thief River Falls PD was notified by K&K towing that they were pulling their tow trucks from Thief River Falls and will no longer be providing tow services for the Police Department. Deputy Chief Roff met with Falls Towing following this announcement and received a mutually agreed upon revised contract from Falls Towing.

THEREFORE, BE IT RESOLVED Approve the release of K&K towing contract and accept the revised RFP from Falls towing. We would like to move forward with the new Falls Towing contract starting June 21st 2023 and continuing through December 31, 2024.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.140.23: Approval of Economic/Community Development Director

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 06.140.23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, Due to the announcement of Mark Borseth's current independent service contract for zoning and economic development ending in July 2023, it was discussed at Committee of the Whole to create an Economic/Community Development Director position and bring back to committees for review. David Drown and Associates (DDA) have created a job description and have graded the position.

THEREFORE, BE IT RESOLVED Approve the Economic/Community Development Director position Job Description, Grading, and open the position to the public for filling. David Drown and Associates (DDA) graded the position, and the Community Development Director position will be a Grade 13. This will be a MAPS management position.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.141.23: Approve the hiring of Sean O'Conner for the position of Patrol Officer

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 06.141.23, being seconded by Councilmember Megan Bourne, that:

WHEREAS, The City Council, by Resolution No. 12-271-22 authorized that the city of Thief River Falls begin the process to fill a Patrol Officer position to replace an officer that moved to Investigator. Applications from the public were accepted and interviews were conducted on April 19th, 2023. Mr. O'Conner successfully completed the background check, and a conditional job offer is pending approval of the City Council.

WHEREAS, This is a budgeted position.

THEREFORE, BE IT RESOLVED To approve the employment of Sean O'Conner for the position of Patrol Officer. Officer O'Conner will have a tentative start date of June 28th, 2023, at Grade 5 step 1 of the LELS salary schedule for starting wage of $29.05 per hour. This is an LELS Union non-exempt position. Employment is contingent upon successful completion of all pre-employment requirements.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.142.23: Approve the hiring of Wayde Jensen for the position of Patrol Officer

Following discussion, Councilmember Scott Pream introduced Resolution No. 06.142.23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, The City Council, by Resolution No. 02-56-23 authorized that the city of Thief River Falls begin the process to fill a newly created Patrol Officer position. A 17th patrol officer position was added to reduce overtime. Applications from the public were accepted and interviews were conducted on April 19th, 2023. Mr. Jensen successfully completed the background check, and a conditional job offer is pending approval of the City Council.

WHEREAS, This is a budgeted position.

THEREFORE, BE IT RESOLVED To approve the employment of Wayde Jensen for the position of Patrol Officer. Officer Jensen will have a tentative start date of June 28th, 2023, at Grade 5 step 1 of the LELS salary schedule for starting wage of $29.05 per hour. This is an LELS Union non-exempt position. Employment is contingent upon successful completion of all pre-employment requirements.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.143.23: Approval of Revised General Records Retention Schedule for Minnesota Cities

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 06.143.23, being seconded by Councilmember Michele McCraw, that:

WHEREAS, The Minnesota State Department of Administration, Information Policy Analysis Division, and the Minnesota Historical Society have developed a retention schedule to provide a plan for managing governmental records by giving continuing authority to dispose of records under Minnesota Statutes Section 138.17.

WHEREAS, As required by the State of Minnesota, cities are required to adopt a retention schedule for managing governmental documents. The retention schedule has been revised and updated by the Minnesota Clerks and Finance Officers Association.

THEREFORE, BE IT RESOLVED Approve the General Records Retention Schedule for Minnesota Cities, as revised March 2021.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.144.23: Approval of Mobile Device Policy

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 06.144.23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The City of Thief River Falls would like to update the existing Cellular Device Policy with a Mobile Device Policy.

WHEREAS, The City has multiple devices such as cell phones, IPads, and jet packs that should be included in the policy.

- This policy will include all devices in the City and not just limited to Cellular devices.

THEREFORE, BE IT RESOLVED Approve the Mobile Device Policy for the City of

Thief River Falls
On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.145.23: Approval of Elected Officials Mobile Device Policy

Following discussion, Councilmember Mike Lorenson introduced Resolution No. 06.145.23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The City of Thief River Falls would like an Elected Official Mobile Device Policy.

WHEREAS, Elected Officials use mobile devices owned by the City of Thief River Falls to conduct business and communication for city business.

- This policy will include elected officials for general care, expectations, fees, data, and security.

THEREFORE, BE IT RESOLVED Approve the Elected Officials Mobile Device Policy for the City of Thief River Falls.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 06.146.23: Appoint Councilmember Scott Pream to all City of Thief River Falls MEC Joint Powers Board meetings

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 06.146.23, being seconded by Councilmember Michele McCraw, that: 6

THEREFORE, BE IT RESOLVED Appoint Councilmember Scott Pream to all City of Thief River Falls MEC Joint Powers Board meetings. The attendance of these meetings would qualify for a per diem submission.

On vote being taken, the resolution was unanimously passed.

Informational – Sale of 301 Sherwood Property

Mr. Paggen is no longer interested in the purchase of the real property. Since there has been no consideration paid, the intended use has changed and Mr. Paggen wishes to withdraw the purchase offer. The recommendation is to cancel the purchase agreement and have the City re-list the real property as available for sale.

RESOLUTION NO. 06.147.23: Lift Station 9 Stand by Generator

Following discussion, Councilmember Scott Pream introduced Resolution No. 06.147.23, being seconded by Councilmember Anthony Bolduc, that:

WHEREAS, The City of Thief River Falls operates 15 sanitary sewer lift stations. Lifts 7, 9 and 15 have permanent stand by generators for back up in the event of a power outage. Lifts 7 and 9 have shared one generator that has a manual switch over that has to be operated during power outages. The current generator is inadequate to handle the loads of both lift stations at peak operating during high flow conditions. The Water Systems Department engaged L & S Electric to do an evaluation on upgrading the current equipment.

WHEREAS, The current backup generator will only run one pump in each lift station at a time in the event that both lifts 7 & 9 lose line power simultaneously. The current generator does not have the automatic switch over capability that causes valuable time to be lost getting department personnel to the site to start the generator manually. L & S Electric's recommendation is to install a new generator exclusively for lift 9, and install an automatic switch over on the current generator for lift 7 that will be exclusive to that lift station.

THEREFORE, BE IT RESOLVED Approve the Zeigler Power Systems proposal to provide a new Caterpillar 400kw Stand By with automatic transfer switch in accordance with the Sourcewell Contract that satisfies the State Bid Process.

On vote being taken, the resolution was unanimously passed.

COUNCIL BOARDS AND COMMISSIONS REPORTS

UPCOMING MEETINGS

- City Council Meeting - July 5th at 5:30 p.m.
- Public Utilities Committee Meeting - July 10th at 7:00 a.m.
- Public Safety Liquor Committee Meeting - July 10th at 4:30 p.m.
- Administrative Services Committee Meeting - July 11th at 4:30 p.m.
- Public Works Committee Meeting - July 12th at 4:30 p.m.
- City Council Meeting - July 18th at 5:30 p.m.

INFORMATIONAL ITEMS

- May 2023 Investment Summary

CLOSE MEETING PURSUANT TO MINNESOTA STATUTES, SECTION 13D.05, SUBDIVISION 3 (A)

- The City Council may close the council meeting to evaluate the performance of City Administrator, Angela Philipp

Councilmember Mike Lorenson moved, being seconded by councilmember Anthony Bolduc, to close the Council Meeting. On vote being taken, the motion was unanimously passed. The meeting closed at 6:15 p.m.

RECOVENE MEETING

Councilmember Steve Narverud moved, being seconded by councilmember Scott Pream, to reconvene the Council Meeting. On vote being taken, the motion was unanimously passed. The meeting closed at 6:36 p.m.

ADJOURNMENT

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

____
Brian D. Holmer, Mayor

Attest: ________________________________
Angela Philipp, City Administrator

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**	
		1/14/2022

City of Thief River Falls

#7.02

COUNCIL MEETING BILLS
JULY 5th, 2023

SUMMARY OF DISBURSEMENTS

6/15/2023	AP PKT #607 - PAYROLL #12	$137,632.22
6/23/2023	AP PKT #609 - DIRECT PAYABLES	$272,978.98
6/27/2023	AP PKT #610 - DIRECT PAYABLES	$183,995.98
6/27/2023	AP PKT #612 - DIRECT PAYABLES	$405,559.65
6/27/2023	AP PKT #613 - DIRECT PAYABLES	$3,238.34
6/27/2023	UB PKT #1715 - REFUND CHECKS	$2,764.45
6/28/2023	AP PKT #617 - DIRECT PAYABLES	$3,432.32
7/5/2023	AP PKT #614 - COUNCIL MEETING	$117,416.07
GRAND TOTAL OF DISBURSEMENTS		**$1,127,018.01**

COUNCIL PER DIEM TO BE PAID ON 07/27/2023 PAYROLL
Presented 07/05/2023 Council Meeting

Jon Scott Pream - May 2023

5/8/2023	Utilities Committee	7:00AM	City Hall	$32.50	
5/9/2023	Convention Visitor Bureau	12:0PM	Carnegie	$32.50	
5/10/2023	Public Works	4:30PM	City Hall	$32.50	
5/11/2023	Pennington County Historical	5:30PM	Pioneer Village	$32.50	
5/18/2023	TRF Library Board	3:00PM	TRF Library	$32.50	
5/22/2023	Special Utilities Meeting	3:00PM	City Hall	$32.50	
5/23/2023	Pennington County Historical	5:30PM	Pioneer Village	$32.50	
					$227.50

Jon Scott Pream - June 2023

6/12/2023	Utilities Committee	7:00AM	City Hall	$32.50	
6/14/2023	Public Works	4:30PM	City Hall	$32.50	
6/15/2023	NW Library Board	4:30PM	NWLB Office on	$32.50	
6/21/2023	MEC Meeting	7:30AM	College	$32.50	
6/20/2023	Special Utilities Meeting	4:30PM	City Hall	$32.50	
6/27/2023	Pennington County Historical	5:30PM	Pioneer Village	$32.50	
					$195.00

$422.50 TOTAL

City of Thief River Falls, MN

Refund Check Register

Refund Check Detail

UBPKT01715 - Refunds 01 UBPKT01714 Disconnect

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-00225-004	BACKSTROM, ADAM L	6/27/2023	90138	139.74			139.74	Generated From Billing
04-00527-007	OLSON, LEANNA L	6/27/2023	90139	132.30			132.30	Generated From Billing
04-00623-008	CURFMAN, DESIREE L	6/27/2023	90140	33.65			33.65	Generated From Billing
08-01034-002	ALES, LANDON J	6/27/2023	90141	177.57			177.57	Generated From Billing
11-04978-003	BROWN, TOPANGA L	6/27/2023	90142	127.30			127.30	Generated From Billing
15-01846-013	ERICKSON, AARON M	6/27/2023	90143	137.33			137.33	Generated From Billing
18-02378-006	KNOX, DAKOTAH	6/27/2023	90144	151.01			151.01	Generated From Billing
23-04474-002	JOHNSON, ISAAC R	6/27/2023	90145	193.96			193.96	Generated From Billing
24-04769-043	BUGGE, KATRINA D	6/27/2023	90146	183.29			183.29	Generated From Billing
26-04911-006	REESE, CODY	6/27/2023	90147	176.29			176.29	Generated From Billing
26-04928-003	HASIUK, BRYONA M	6/27/2023	90148	5.00			5.00	Generated From Billing
26-04956-002	RUSSILLO, ISABELLA	6/27/2023	90149	155.20			155.20	Generated From Billing
26-05079-006	GOULD, KIERAN A	6/27/2023	90150	191.38			191.38	Generated From Billing
26-05188-004	BLANDING, DANIEL S	6/27/2023	90151	182.88			182.88	Generated From Billing
27-03779-002	GILBERT, JEROL R	6/27/2023	90152	199.39			199.39	Generated From Billing
31-05037-001	DONARSKI, CHRIS G	6/27/2023	90153	71.33			71.33	Generated From Billing
31-05208-001	HUDSON, JOSHUA A	6/27/2023	90154	157.94			157.94	Generated From Billing
31-05228-001	HUSFELDT, TREVIS A	6/27/2023	90155	162.01			162.01	Generated From Billing
31-05237-001	FISH, KIMBERLEY M	6/27/2023	90156	186.88			186.88	Generated From Billing
Total Refunds: 19			**Total Refunded Amount:**	2,764.45				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	2764.45
Revenue Total:	2764.45

General Ledger Distribution

Posting Date: 06/27/2023

Account Number	Account Name	Posting Amount	IFT
Fund: 690 - ELECTRIC UTILITY FUND			
690-10101	Cash & Investments	-2,764.45	Yes
690-11530	Accts Receivable - Billing	2,764.45	
	690 Total:	0.00	

Account Number	Account Name	Posting Amount	IFT
Fund: 999 - POOL CASH FUND			
999-10101	Pooled Cash & Investments	-2,764.45	
999-20700	Due To Other Funds	2,764.45	Yes
	999 Total:	0.00	
	Distribution Total:	0.00	

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00607 - PYPKT00905 - 2023 06 15 #12 Payroll

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: BLUE CROSS BLUE SHIELD OF MN							
BLUE CROSS BLUE SHIELD O...	INV0000789	06/15/2023	740-4870-63650	Senior Gold BC/BS Monthly ...	BCBS Senior Gold July		3,288.00
					Vendor BLUE CROSS BLUE SHIELD OF MN Total:		**3,288.00**
Vendor: INTERNAL REVENUE SERVICE							
INTERNAL REVENUE SERVICE	INV0000783	06/15/2023	740-20150	Payroll Taxes Payable	FED W/H		22,061.08
INTERNAL REVENUE SERVICE	INV0000783	06/15/2023	740-20150	Payroll Taxes Payable	MEDICARE		7,006.48
INTERNAL REVENUE SERVICE	INV0000783	06/15/2023	740-20150	Payroll Taxes Payable	SOCIAL SECURITY		20,687.98
					Vendor INTERNAL REVENUE SERVICE Total:		**49,755.54**
Vendor: MEDICAREBLUE RX							
MEDICAREBLUE RX	INV0000790	06/15/2023	740-4870-63650	Senior Gold BC/BS Monthly ...	BCBS Medicare Blue RX July		2,148.00
					Vendor MEDICAREBLUE RX Total:		**2,148.00**
Vendor: MINNESOTA STATE RETIREMENT SYS							
MINNESOTA STATE RETIRE...	INV0000788	06/15/2023	100-4150-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0000788	06/15/2023	100-4210-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0000788	06/15/2023	100-4220-61340	MSRS HCSP	HCSP Retiree		200.00
MINNESOTA STATE RETIRE...	INV0000788	06/15/2023	100-4312-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0000788	06/15/2023	100-4315-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0000788	06/15/2023	100-4510-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0000788	06/15/2023	100-4650-61340	MSRS HCSP	HCSP Retiree		100.00
MINNESOTA STATE RETIRE...	INV0000788	06/15/2023	690-4825-61340	MSRS HCSP	HCSP Retiree		100.00
					Vendor MINNESOTA STATE RETIREMENT SYS Total:		**1,000.00**
Vendor: MINNESOTA TEAMSTERS NO. 320							
MINNESOTA TEAMSTERS N...	INV0000780	06/15/2023	740-24000	Clearing Account	Union Dues		3,788.00
					Vendor MINNESOTA TEAMSTERS NO. 320 Total:		**3,788.00**
Vendor: MN DPT OF REVENUE - WITHHOLDING							
MN DPT OF REVENUE - WIT...	INV0000782	06/15/2023	740-20160	State Withholding	State W/H Tax		10,892.14
					Vendor MN DPT OF REVENUE - WITHHOLDING Total:		**10,892.14**
Vendor: P E R A OF MN							
P E R A OF MN	INV0000781	06/15/2023	740-20180	PERA Payable	PERA EE/ER COORD		22,635.54
P E R A OF MN	INV0000781	06/15/2023	740-20180	PERA Payable	PERA EE/ER P&F		21,912.53
P E R A OF MN	INV0000781	06/15/2023	740-20180	PERA Payable	PERA EE/ER DEF		273.26
					Vendor P E R A OF MN Total:		**44,821.33**
Vendor: SANFORD HEALTH							
SANFORD HEALTH	INV0000785	06/14/2023	100-4510-62990	Misc. Operating Expense	Drug & Alcohol Testing		30.00
SANFORD HEALTH	INV0000785	06/14/2023	690-4840-62990	Misc. Operating Expense	Drug & Alcohol Testing		65.00

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
SANFORD HEALTH	INV0000785	06/14/2023	690-4840-62990	Misc. Operating Expense	Drug & Alcohol Testing		30.00
					Vendor SANFORD HEALTH Total:		**125.00**
Vendor: SUN LIFE FINANCIAL - LIFE							
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	100-4150-61330	Life Insurance	Life Ins Premium		56.95
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	100-4194-61330	Life Insurance	Life Ins Premium		9.35
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	100-4210-61330	Life Insurance	Life Ins Premium		165.75
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	100-4220-61330	Life Insurance	Life Ins Premium		68.85
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	100-4240-61330	Life Insurance	Life Ins Premium		12.75
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	100-4312-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	100-4315-61330	Life Insurance	Life Ins Premium		56.10
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	100-4510-61330	Life Insurance	Life Ins Premium		28.05
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	100-4650-61330	Life Insurance	Life Ins Premium		31.45
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	610-4825-61330	Life Insurance	Life Ins Premium		36.04
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	620-4825-61330	Life Insurance	Life Ins Premium		40.80
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	680-4825-61330	Life Insurance	Life Ins Premium		37.40
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	690-4825-61330	Life Insurance	Life Ins Premium		162.35
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	740-24000	Clearing Account	Life Ins Employee		476.98
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	740-4870-63640	Life Insurance - COBRA	Life Ins COBRA		154.96
SUN LIFE FINANCIAL - LIFE	INV0000779	06/15/2023	820-4825-61330	Life Insurance	Life Ins Premium		9.35
					Vendor SUN LIFE FINANCIAL - LIFE Total:		**1,403.23**
Vendor: VANTAGEPOINT ICMA							
VANTAGEPOINT ICMA	INV0000776	06/15/2023	740-24000	Clearing Account	Contributions Employee		2,534.09
					Vendor VANTAGEPOINT ICMA Total:		**2,534.09**
Vendor: WEX BANK							
WEX BANK	INV0000778	06/15/2023	740-24000	Clearing Account	HSA		284.75
WEX BANK	INV0000786	06/15/2023	100-4150-61310	Health Insurance	HSA City Contribution		607.98
WEX BANK	INV0000786	06/15/2023	100-4210-61310	Health Insurance	HSA City Contribution		1,532.70
WEX BANK	INV0000786	06/15/2023	100-4220-61310	Health Insurance	HSA City Contribution		607.98
WEX BANK	INV0000786	06/15/2023	100-4312-61310	Health Insurance	HSA City Contribution		1,127.38
WEX BANK	INV0000786	06/15/2023	100-4315-61310	Health Insurance	HSA City Contribution		462.36
WEX BANK	INV0000786	06/15/2023	610-4825-61310	Health Insurance	HSA City Contribution		665.02
WEX BANK	INV0000786	06/15/2023	680-4825-61310	Health Insurance	HSA City Contribution		462.36
WEX BANK	INV0000786	06/15/2023	690-4825-61310	Health Insurance	HSA City Contribution		867.68
WEX BANK	INV0000786	06/15/2023	820-4825-61310	Health Insurance	HSA City Contribution		462.36
WEX BANK	INV0000787	06/15/2023	100-4150-61310	Health Insurance	VEBA City Contribution		202.66
WEX BANK	INV0000787	06/15/2023	100-4210-61310	Health Insurance	VEBA City Contribution		1,938.02
WEX BANK	INV0000787	06/15/2023	100-4220-61310	Health Insurance	VEBA City Contribution		1,127.38
WEX BANK	INV0000787	06/15/2023	100-4240-61310	Health Insurance	VEBA City Contribution		462.36
WEX BANK	INV0000787	06/15/2023	100-4312-61310	Health Insurance	VEBA City Contribution		1,070.34
WEX BANK	INV0000787	06/15/2023	100-4315-61310	Health Insurance	VEBA City Contribution		867.68
WEX BANK	INV0000787	06/15/2023	100-4510-61310	Health Insurance	VEBA City Contribution		202.66
WEX BANK	INV0000787	06/15/2023	100-4650-61310	Health Insurance	VEBA City Contribution		867.68
WEX BANK	INV0000787	06/15/2023	680-4825-61310	Health Insurance	VEBA City Contribution		1,127.38

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
WEX BANK	INV0000787	06/15/2023	690-4825-61310	Health Insurance	VEBA City Contribution		2,748.66
						Vendor WEX BANK Total:	**17,695.39**
Vendor: WEX HEALTH INC							
WEX HEALTH INC	INV0000791	06/15/2023	100-4670-62990	Misc. Operating Expense	WEX Administrative Fees		115.49
WEX HEALTH INC	INV0000791	06/15/2023	610-4840-62990	Misc. Operating Expense	WEX Administrative Fees		5.50
WEX HEALTH INC	INV0000791	06/15/2023	620-4840-62990	Misc. Operating Expense	WEX Administrative Fees		12.38
WEX HEALTH INC	INV0000791	06/15/2023	680-4840-62990	Misc. Operating Expense	WEX Administrative Fees		4.13
WEX HEALTH INC	INV0000791	06/15/2023	690-4840-62990	Misc. Operating Expense	WEX Administrative Fees		44.00
						Vendor WEX HEALTH INC Total:	**181.50**
						Grand Total:	**137,632.22**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		12,608.02
610 - LIQUOR DISPENSARY		706.56
620 - WATER UTILITY FUND		53.18
680 - WASTEWATER UTILITY FUND		1,631.27
690 - ELECTRIC UTILITY FUND		4,017.69
740 - TRF HEALTH INSURANCE FUND		118,143.79
820 - GREENWOOD CEMETERY FUND		471.71
	Grand Total:	**137,632.22**

Account Summary

Account Number	Account Name	Expense Amount
100-4150-61310	Health Insurance	810.64
100-4150-61330	Life Insurance	56.95
100-4150-61340	MSRS HCSP	200.00
100-4194-61330	Life Insurance	9.35
100-4210-61310	Health Insurance	3,470.72
100-4210-61330	Life Insurance	165.75
100-4210-61340	MSRS HCSP	100.00
100-4220-61310	Health Insurance	1,735.36
100-4220-61330	Life Insurance	68.85
100-4220-61340	MSRS HCSP	200.00
100-4240-61310	Health Insurance	462.36
100-4240-61330	Life Insurance	12.75
100-4312-61310	Health Insurance	2,197.72
100-4312-61330	Life Insurance	56.10
100-4312-61340	MSRS HCSP	100.00
100-4315-61310	Health Insurance	1,330.04
100-4315-61330	Life Insurance	56.10
100-4315-61340	MSRS HCSP	100.00
100-4510-61310	Health Insurance	202.66
100-4510-61330	Life Insurance	28.05
100-4510-61340	MSRS HCSP	100.00
100-4510-62990	Misc. Operating Expense	30.00
100-4650-61310	Health Insurance	867.68
100-4650-61330	Life Insurance	31.45
100-4650-61340	MSRS HCSP	100.00
100-4670-62990	Misc. Operating Expense	115.49
610-4825-61310	Health Insurance	665.02
610-4825-61330	Life Insurance	36.04
610-4840-62990	Misc. Operating Expense	5.50
620-4825-61330	Life Insurance	40.80
620-4840-62990	Misc. Operating Expense	12.38

Account Summary

Account Number	Account Name	Expense Amount
680-4825-61310	Health Insurance	1,589.74
680-4825-61330	Life Insurance	37.40
680-4840-62990	Misc. Operating Expense	4.13
690-4825-61310	Health Insurance	3,616.34
690-4825-61330	Life Insurance	162.35
690-4825-61340	MSRS HCSP	100.00
690-4840-62990	Misc. Operating Expense	139.00
740-20150	Payroll Taxes Payable	49,755.54
740-20160	State Withholding	10,892.14
740-20180	PERA Payable	44,821.33
740-24000	Clearing Account	7,083.82
740-4870-63640	Life Insurance - COBRA	154.96
740-4870-63650	Senior Gold BC/BS Mont...	5,436.00
820-4825-61310	Health Insurance	462.36
820-4825-61330	Life Insurance	9.35
	Grand Total:	**137,632.22**

Project Account Summary

Project Account Key		Expense Amount
None		137,632.22
	Grand Total:	**137,632.22**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00609 - 06/23/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: AMAZON CAPITAL SERVICES INC							
AMAZON CAPITAL SERVICES ..	1GJWT1R11JWH	06/01/2023	690-4890-63020	Computer Maintenance & li...	IPAD CASE - INVENTORY		25.19
AMAZON CAPITAL SERVICES ..	1VDDMWDN1FGX	06/07/2023	100-4210-62020	Computer Supplies	SIGNATURE PADS		336.72
AMAZON CAPITAL SERVICES ..	1WJHLH3H1JDQ	06/05/2023	100-4150-62020	Computer Supplies	THERMAL RECEIPT PAPER - ...		49.99
					Vendor AMAZON CAPITAL SERVICES INC Total:		**411.90**
Vendor: BENJAMIN TURESON							
BENJAMIN TURESON	REIMB 06 15 23	06/15/2023	100-4210-62120	Gas-Oil-Lube	REIMBURSE GSOLINE EXP - ...		35.40
BENJAMIN TURESON	REIMB 06 15 23	06/15/2023	100-4210-63320	Training Expense	REIMBURSE MEALS EXP - D...		101.12
BENJAMIN TURESON	REIMB 06 15 23	06/15/2023	100-4210-63320	Training Expense	REIMBURSE MEALS EXP - C...		11.80
					Vendor BENJAMIN TURESON Total:		**148.32**
Vendor: BERTS TRUCK EQUIPMENT MOORHEAD							
BERTS TRUCK EQUIPMENT ...	S97073	03/30/2023	100-4312-62210	Equipment Maint & Repair	60 GALLON TANK		659.00
					Vendor BERTS TRUCK EQUIPMENT MOORHEAD Total:		**659.00**
Vendor: BRIAN BENITT CONSULTING							
BRIAN BENITT CONSULTING	003	06/17/2023	100-4510-63030	Contracts Expense	CONSULTING SERVICES - FO...		2,805.00
					Vendor BRIAN BENITT CONSULTING Total:		**2,805.00**
Vendor: COLE PAPERS INC							
COLE PAPERS INC	10282751	04/13/2023	100-4510-62240	Department Maint & Repair	CLEANERS		91.20
COLE PAPERS INC	10294386	05/18/2023	610-4850-62230	Building Maint & Repair	CLEAN & SHINE PADS		156.20
COLE PAPERS INC	10296734	05/18/2023	100-4315-62880	Personal Protective Equipm...	HAND SANITIZER		304.04
					Vendor COLE PAPERS INC Total:		**551.44**
Vendor: CRAIG WILLIAMS							
CRAIG WILLIAMS	REIMB 0616 23	06/16/2023	100-4210-62120	Gas-Oil-Lube	REIMB FUEL EXP - INTERVI...		79.93
CRAIG WILLIAMS	REIMB 0616 23	06/16/2023	100-4210-63320	Training Expense	REIMB MEALS EXP - INTERV...		24.01
					Vendor CRAIG WILLIAMS Total:		**103.94**
Vendor: GUARDIAN FLEET SAFETY							
GUARDIAN FLEET SAFETY	23-0474	06/01/2023	100-4210-65400	Machinery & Equipment	2023 FORD PATROL INTERC...		38,385.50
					Vendor GUARDIAN FLEET SAFETY Total:		**38,385.50**
Vendor: GUARDIAN PEST SOLUTIONS INC							
GUARDIAN PEST SOLUTIONS..	2471696	05/23/2023	690-4890-63030	Contracts Expense	RODENT CONTROL PRGM - ...		58.00
					Vendor GUARDIAN PEST SOLUTIONS INC Total:		**58.00**
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH...	1200524323	06/19/2023	670-4890-63030	Contracts Expense	PROF SRVCS - CHIEFS COUL...		2,010.19
					Vendor HDR ENGINEERING INC - CHICAGO Total:		**2,010.19**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: INTERSTATE BILLING SERVICE							
INTERSTATE BILLING SERVICE	19737G	05/16/2023	100-4510-62210	Equipment Maint & Repair	ORING / RING SNAP - TOOL ...		57.56
INTERSTATE BILLING SERVICE	32757G	04/22/2023	100-4510-62210	Equipment Maint & Repair	STEERING VALVE / ORINGS -...		596.88
					Vendor INTERSTATE BILLING SERVICE Total:		**654.44**
Vendor: JOHN DEERE FINANCIAL							
JOHN DEERE FINANCIAL	10367733	05/24/2023	820-4850-62210	Equipment Maint & Repair	FILTERS - MOWER #5702		183.66
					Vendor JOHN DEERE FINANCIAL Total:		**183.66**
Vendor: L & M SUPPLY INC							
L & M SUPPLY INC	2105152	05/01/2023	820-4840-62990	Misc. Operating Expense	GRASS SEED		127.99
L & M SUPPLY INC	2105781	05/02/2023	100-4510-62230	Building Maint & Repair	TOILET PARTS		25.98
L & M SUPPLY INC	2106407	05/03/2023	100-4510-62240	Department Maint & Repair	WD 40 / SILICONE		14.48
L & M SUPPLY INC	2107106	05/04/2023	100-4312-62210	Equipment Maint & Repair	COUPLER		12.98
L & M SUPPLY INC	2110682	05/08/2023	100-4312-62240	Department Maint & Repair	CARRIAGE BOLTS		10.40
L & M SUPPLY INC	2111991	05/10/2023	690-4840-62990	Misc. Operating Expense	BOLTS - METER SOCKETS		2.35
L & M SUPPLY INC	2118983	05/18/2023	690-4840-62990	Misc. Operating Expense	PROPANE TORCH W/CASE - ...		64.99
L & M SUPPLY INC	2119121	05/18/2023	100-4510-62210	Equipment Maint & Repair	PAINT		16.47
L & M SUPPLY INC	2119599	05/19/2023	100-4510-62190	Recreational Supplies	HEAVY DUTY STAPLER		22.48
L & M SUPPLY INC	2119828	05/19/2023	680-4850-62220	Lift Station and Pond Maint...	12V BATTERY 0 LIFT STN BA...		39.98
L & M SUPPLY INC	2124295	05/24/2023	820-4840-62990	Misc. Operating Expense	GRASS SEED		127.99
L & M SUPPLY INC	2129336	05/30/2023	100-4510-62210	Equipment Maint & Repair	LATCH / SWIVEL - WATER T...		18.05
L & M SUPPLY INC	2129541	05/30/2023	100-4510-62210	Equipment Maint & Repair	12V TRANSFER PUMP		74.99
					Vendor L & M SUPPLY INC Total:		**559.13**
Vendor: MINNESOTA ENERGY GROUP-00002							
MINNESOTA ENERGY GROU...	4621695504	06/15/2023	100-4312-63890	Utilities Expense	GAS METER READING - MAY...		70.16
MINNESOTA ENERGY GROU...	4621695504	06/15/2023	100-4315-63890	Utilities Expense	GAS METER READING - MAY...		46.35
MINNESOTA ENERGY GROU...	4621695504	06/15/2023	100-4510-63890	Utilities Expense	GAS METER READING - MAY...		19.87
MINNESOTA ENERGY GROU...	4621695504	06/15/2023	100-4510-63890	Utilities Expense	GAS METER READING - MAY...		28.34
					Vendor MINNESOTA ENERGY GROUP-00002 Total:		**164.72**
Vendor: MN DPT OF REVENUE - SALES/USE TAX							
MN DPT OF REVENUE - SAL...	MAY 2023 GEN	06/21/2023	100-20220	Sales Tax Payable	SALES TAX - 05/23		22.00
MN DPT OF REVENUE - SAL...	MAY 2023 LQR	06/21/2023	610-20220	Sales Tax Payable	SALES TAX - 05/23		43,660.00
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	100-20220	Sales Tax Payable	SALES TAX - GENERAL		11,091.22
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	100-4210-62120	Gas-Oil-Lube	USE TAX - 05/23		-5.84
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	100-4210-62210	Equipment Maint & Repair	USE TAX - 05/23		-56.29
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	100-4315-62210	Equipment Maint & Repair	USE TAX - 05/23		86.55
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	100-4315-62400	Small Tools and Minor Equip	USE TAX - 05/23		37.81
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	100-4315-62880	Personal Protective Equipm...	USE TAX - 05/23		9.42
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	610-4840-62990	Misc. Operating Expense	USE TAX - 05/23		26.75
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	610-4850-62230	Building Maint & Repair	USE TAX - 05/23		36.59
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	620-20220	Sales Tax Payable	SALES TAX - WATER		2,791.42
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	690-14100	Inventory - Materials	USE TAX - 05/23		258.73
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	690-16400	Machinery & Equipment	USE TAX - 05/23		2,623.91

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	690-20220	Sales Tax Payable	SALES TAX - ELEC		60,512.57
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	690-4840-62400	Small Tools and Minor Equip	USE TAX - 05/23		159.48
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	690-4840-62420	Computer Equipment	USE TAX - 05/23		1.36
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	690-4840-62990	Misc. Operating Expense	USE TAX - 05/23		22.39
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	690-4850-62210	Equipment Maint & Repair	USE TAX - 05/23		31.41
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	690-4850-62230	Building Maint & Repair	USE TAX - 05/23		1.11
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	690-4850-62350	Power Plant/Dam Maint	USE TAX - 05/23		1.75
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	690-4890-63030	Contracts Expense	USE TAX - 05/23		7.98
MN DPT OF REVENUE - SAL...	MAY 2023	06/21/2023	820-4850-62230	Building Maint & Repair	USE TAX - 05/23		0.68
					Vendor MN DPT OF REVENUE - SALES/USE TAX Total:		**121,321.00**
Vendor: MN DPT OF TRANSPORTATION							
MN DPT OF TRANSPORTATI...	P00016570	02/15/2023	100-4312-63030	Contracts Expense	TRAFFIC SIGNAL REPAIR		1,373.46
					Vendor MN DPT OF TRANSPORTATION Total:		**1,373.46**
Vendor: MTI DISTRIBUTING INC							
MTI DISTRIBUTING INC	1385959-00	05/18/2023	100-4510-62210	Equipment Maint & Repair	BEARING / PULLEY - MOWER		219.31
MTI DISTRIBUTING INC	1385959-01	05/19/2023	100-4510-62210	Equipment Maint & Repair	PULLEY - MOWER		248.79
MTI DISTRIBUTING INC	1385959-02	05/24/2023	100-4510-62210	Equipment Maint & Repair	PARTS - MOWER		15.92
MTI DISTRIBUTING INC	1386439-00	05/22/2023	100-4510-62210	Equipment Maint & Repair	PULLEY - MOWER		483.14
MTI DISTRIBUTING INC	1387196-00	05/25/2023	100-4510-62210	Equipment Maint & Repair	VBELT / LINK ASSEMBLY KIT ...		1,224.38
					Vendor MTI DISTRIBUTING INC Total:		**2,191.54**
Vendor: NELSON EQUIPMENT OF T R F INC							
NELSON EQUIPMENT OF T R...	CT141190	06/13/2023	100-4510-62210	Equipment Maint & Repair	BEARING		23.88
NELSON EQUIPMENT OF T R...	CT141227	06/14/2023	100-4510-62210	Equipment Maint & Repair	FITTING		7.18
					Vendor NELSON EQUIPMENT OF T R F INC Total:		**31.06**
Vendor: NORTHWEST POWER SYSTEMS INC							
NORTHWEST POWER SYST...	T327311	05/05/2023	680-4850-62210	Equipment Maint & Repair	CYLINDER - FORD P-UP RPR		491.08
NORTHWEST POWER SYST...	T328005	05/11/2023	620-4850-62210	Equipment Maint & Repair	ELEM ASSY - AIRPORT GENE...		53.51
NORTHWEST POWER SYST...	T328297	05/19/2023	620-4850-62210	Equipment Maint & Repair	OVERHAUL KIT - AIRPORT G...		461.58
NORTHWEST POWER SYST...	T328539	05/18/2023	100-4510-62210	Equipment Maint & Repair	FITTING		102.50
NORTHWEST POWER SYST...	T328715	05/24/2023	690-4850-62210	Equipment Maint & Repair	PARTS - DITCH WITCH		20.12
NORTHWEST POWER SYST...	T328868	05/30/2023	100-4220-62210	Equipment Maint & Repair	GAUGE - REPAIR HOSE PRES...		30.26
					Vendor NORTHWEST POWER SYSTEMS INC Total:		**1,159.05**
Vendor: POMPS TIRE SERVICE INC							
POMPS TIRE SERVICE INC	1550020809	03/31/2023	100-4315-62210	Equipment Maint & Repair	CREDIT - FUEL SURCHARGE ...		-21.20
POMPS TIRE SERVICE INC	1550022266	06/07/2023	100-4510-62210	Equipment Maint & Repair	TRUCK FLAT TIRE REPAIR		55.00
					Vendor POMPS TIRE SERVICE INC Total:		**33.80**
Vendor: RED LAKE ELECTRIC COOP INC							
RED LAKE ELECTRIC COOP I...	MAY 2023 - ELEC	05/31/2023	690-4840-62990	Misc. Operating Expense	ELECTRIC READING - MAY 2...		106.94
					Vendor RED LAKE ELECTRIC COOP INC Total:		**106.94**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: SNIPERCRAFT							
SNIPERCRAFT	06 22 23	06/22/2023	100-4210-62990	Misc. Operating Expense	BAL DUE - WRONG PRICES ...		12.00
						Vendor SNIPERCRAFT Total:	**12.00**
Vendor: STATE OF MN - OFC OF ADMINISTRATIVE HEARINGS							
STATE OF MN - OFC OF ADM..	521796	04/30/2023	100-4160-63040	Legal Fees	#6109-39010 - M RIVERS		515.50
						Vendor STATE OF MN - OFC OF ADMINISTRATIVE HEARINGS Total:	**515.50**
Vendor: TROY MERCIL CONSTRUCTION LLC							
TROY MERCIL CONSTRUCTI...	588	05/31/2023	820-4890-63030	Contracts Expense	OPEN/CLOSE FEE - FRED DA...		800.00
						Vendor TROY MERCIL CONSTRUCTION LLC Total:	**800.00**
Vendor: UNIVERSAL SCREENPRINT							
UNIVERSAL SCREENPRINT	43263	05/26/2023	100-4315-62990	Misc. Operating Expense	SIGNS		445.00
						Vendor UNIVERSAL SCREENPRINT Total:	**445.00**
Vendor: VENUWORKS OF THIEF RIVER FALLS							
VENUWORKS OF THIEF RIV...	623	06/16/2023	260-4670-62990	Misc. Operating Expense	MECC OPERATION FUNDS		71,026.66
						Vendor VENUWORKS OF THIEF RIVER FALLS Total:	**71,026.66**
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	326	05/31/2023	100-4315-63030	Contracts Expense	GARBAGE TIPPING FEES - M...		27,267.73
						Vendor WASTE MASTERS LLC Total:	**27,267.73**
						Grand Total:	**272,978.98**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		87,086.42
260 - MULTI-EVENTS CENTER FUND		71,026.66
610 - LIQUOR DISPENSARY		43,879.54
620 - WATER UTILITY FUND		3,306.51
670 - STORM WATER UTILITY FUND		2,010.19
680 - WASTEWATER UTILITY FUND		531.06
690 - ELECTRIC UTILITY FUND		63,898.28
820 - GREENWOOD CEMETERY FUND		1,240.32
	Grand Total:	**272,978.98**

Account Summary

Account Number	Account Name	Expense Amount
100-20220	Sales Tax Payable	11,113.22
100-4150-62020	Computer Supplies	49.99
100-4160-63040	Legal Fees	515.50
100-4210-62020	Computer Supplies	336.72
100-4210-62120	Gas-Oil-Lube	109.49
100-4210-62210	Equipment Maint & Repa..	-56.29
100-4210-62990	Misc. Operating Expense	12.00
100-4210-63320	Training Expense	136.93
100-4210-65400	Machinery & Equipment	38,385.50
100-4220-62210	Equipment Maint & Repa..	30.26
100-4312-62210	Equipment Maint & Repa..	671.98
100-4312-62240	Department Maint & Re...	10.40
100-4312-63030	Contracts Expense	1,373.46
100-4312-63890	Utilities Expense	70.16
100-4315-62210	Equipment Maint & Repa..	65.35
100-4315-62400	Small Tools and Minor E...	37.81
100-4315-62880	Personal Protective Equi...	313.46
100-4315-62990	Misc. Operating Expense	445.00
100-4315-63030	Contracts Expense	27,267.73
100-4315-63890	Utilities Expense	46.35
100-4510-62190	Recreational Supplies	22.48
100-4510-62210	Equipment Maint & Repa..	3,144.05
100-4510-62230	Building Maint & Repair	25.98
100-4510-62240	Department Maint & Re...	105.68
100-4510-63030	Contracts Expense	2,805.00
100-4510-63890	Utilities Expense	48.21
260-4670-62990	Misc. Operating Expense	71,026.66
610-20220	Sales Tax Payable	43,660.00
610-4840-62990	Misc. Operating Expense	26.75
610-4850-62230	Building Maint & Repair	192.79

Account Summary

Account Number	Account Name	Expense Amount
620-20220	Sales Tax Payable	2,791.42
620-4850-62210	Equipment Maint & Repa..	515.09
670-4890-63030	Contracts Expense	2,010.19
680-4850-62210	Equipment Maint & Repa..	491.08
680-4850-62220	Lift Station and Pond Ma...	39.98
690-14100	Inventory - Materials	258.73
690-16400	Machinery & Equipment	2,623.91
690-20220	Sales Tax Payable	60,512.57
690-4840-62400	Small Tools and Minor E...	159.48
690-4840-62420	Computer Equipment	1.36
690-4840-62990	Misc. Operating Expense	196.67
690-4850-62210	Equipment Maint & Repa..	51.53
690-4850-62230	Building Maint & Repair	1.11
690-4850-62350	Power Plant/Dam Maint	1.75
690-4890-63020	Computer Maintenance...	25.19
690-4890-63030	Contracts Expense	65.98
820-4840-62990	Misc. Operating Expense	255.98
820-4850-62210	Equipment Maint & Repa..	183.66
820-4850-62230	Building Maint & Repair	0.68
820-4890-63030	Contracts Expense	800.00
	Grand Total:	**272,978.98**

Project Account Summary

Project Account Key		Expense Amount
None		272,978.98
	Grand Total:	**272,978.98**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00610 - 06/27/23

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3607418	06/05/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		718.40
						Vendor ARTISAN BEER COMPANY Total:	**718.40**
Vendor: BERNICK'S							
BERNICK'S	20021936	06/09/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		819.00
						Vendor BERNICK'S Total:	**819.00**
Vendor: BEVERAGE WHOLESALERS INC							
BEVERAGE WHOLESALERS I...	275511	06/01/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		312.50
BEVERAGE WHOLESALERS I...	277842	06/15/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		786.00
						Vendor BEVERAGE WHOLESALERS INC Total:	**1,098.50**
Vendor: BREAKTHRU BEVERAGE							
BREAKTHRU BEVERAGE	110738961	06/13/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		12,863.95
BREAKTHRU BEVERAGE	110738962	06/13/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		2,232.00
BREAKTHRU BEVERAGE	110738963	06/13/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		313.80
						Vendor BREAKTHRU BEVERAGE Total:	**15,409.75**
Vendor: C & L DISTRIBUTING							
C & L DISTRIBUTING	1630102	06/08/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		316.00
C & L DISTRIBUTING	1630102	06/08/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		256.20
C & L DISTRIBUTING	1630102	06/08/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		144.00
						Vendor C & L DISTRIBUTING Total:	**716.20**
Vendor: DAHLHEIMER BEVERAGE							
DAHLHEIMER BEVERAGE	1934612	06/19/2023	610-4810-62510	Liquor for Resale	PURCHASE - BEER		3,704.25
DAHLHEIMER BEVERAGE	1934612	06/19/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		240.00
DAHLHEIMER BEVERAGE	1934612	06/19/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		452.35
						Vendor DAHLHEIMER BEVERAGE Total:	**4,396.60**
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU...	2310730	06/01/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		5,175.00
JOHNSON BROTHERS LIQU...	2312819	06/05/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		2,694.25
JOHNSON BROTHERS LIQU...	2312820	06/05/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		2,752.25
JOHNSON BROTHERS LIQU...	2312821	06/05/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		562.50
JOHNSON BROTHERS LIQU...	2312822	06/05/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		228.30
JOHNSON BROTHERS LIQU...	2317179	06/12/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		63.84
						Vendor JOHNSON BROTHERS LIQUOR Total:	**11,476.14**
Vendor: MAVERICK WINE							
MAVERICK WINE	INV1010274	06/14/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		794.04

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
MAVERICK WINE	INV1014330	06/21/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,432.08
MAVERICK WINE	INV1014330	06/21/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,519.56
						Vendor MAVERICK WINE Total:	**3,745.68**
Vendor: MC KINNON COMPANY INC							
MC KINNON COMPANY INC	720943	06/02/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		8,488.50
MC KINNON COMPANY INC	721223	06/06/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		9,142.65
MC KINNON COMPANY INC	721223	06/06/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		458.10
MC KINNON COMPANY INC	721401	06/06/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		372.00
MC KINNON COMPANY INC	722036	06/09/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		188.00
MC KINNON COMPANY INC	722215	06/09/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		7,204.75
MC KINNON COMPANY INC	722371	06/13/2023	610-4810-62510	Liquor for Resale	PURCHASE -BEER		13,847.05
MC KINNON COMPANY INC	722371	06/13/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		690.95
MC KINNON COMPANY INC	723465	06/16/2023	610-4810-62520	Beer for Resale	CREDIT - BEER		-287.71
MC KINNON COMPANY INC	723465	06/16/2023	610-4810-62520	Beer for Resale	CREDIT - WINE		-3.47
MC KINNON COMPANY INC	723466	06/16/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		656.30
MC KINNON COMPANY INC	723466	06/16/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		10,180.10
MC KINNON COMPANY INC	723466	06/16/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		596.30
						Vendor MC KINNON COMPANY INC Total:	**51,533.52**
Vendor: NORTHWEST BEVERAGE INC							
NORTHWEST BEVERAGE INC	145057	06/02/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		14,463.40
NORTHWEST BEVERAGE INC	145057	06/02/2023	610-4810-62540	Soft Drinks/Mix for Resale	MIX CREDIT		-150.00
NORTHWEST BEVERAGE INC	145065	06/02/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		169.20
NORTHWEST BEVERAGE INC	145065	06/02/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		7,047.04
NORTHWEST BEVERAGE INC	145070	06/02/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		1,474.00
NORTHWEST BEVERAGE INC	145070	06/02/2023	610-4810-62540	Soft Drinks/Mix for Resale	CREDIT - MIX		-90.00
NORTHWEST BEVERAGE INC	145072	06/05/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		10,748.20
NORTHWEST BEVERAGE INC	145072	06/05/2023	610-4810-62540	Soft Drinks/Mix for Resale	CREDIT - MIX		-30.00
NORTHWEST BEVERAGE INC	145180	06/09/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		182.60
NORTHWEST BEVERAGE INC	145180	06/09/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		14,810.38
NORTHWEST BEVERAGE INC	145180	06/09/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		182.50
NORTHWEST BEVERAGE INC	145187	06/12/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		56.70
NORTHWEST BEVERAGE INC	145187	06/12/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		3,258.15
						Vendor NORTHWEST BEVERAGE INC Total:	**52,122.17**
Vendor: NORTHWOODS ICE OF BEMIDJI INC							
NORTHWOODS ICE OF BEM...	58909	06/21/2023	610-4810-62590	Misc. Mdse for Resale	PURCHASE - ICE		191.75
NORTHWOODS ICE OF BEM...	70086	06/09/2023	610-4810-62590	Misc. Mdse for Resale	PURCHASE - ICE		327.00
NORTHWOODS ICE OF BEM...	70212	06/17/2023	610-4810-62590	Misc. Mdse for Resale	PURCHASE - ICE		487.50
						Vendor NORTHWOODS ICE OF BEMIDJI INC Total:	**1,006.25**
Vendor: PEPSI BEVERAGES COMPANY							
PEPSI BEVERAGES COMPANY	47462006	06/08/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		579.80
						Vendor PEPSI BEVERAGES COMPANY Total:	**579.80**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6602907	06/05/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		9,169.40
PHILLIPS WINE & SPIRITS	6602908	06/05/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		804.50
PHILLIPS WINE & SPIRITS	6602908	06/05/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,152.00
PHILLIPS WINE & SPIRITS	6602909	06/05/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		108.50
PHILLIPS WINE & SPIRITS	6606672	06/12/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		731.25
					Vendor PHILLIPS WINE & SPIRITS Total:		**11,965.65**
Vendor: SOUTHERN GLAZERS OF MN							
SOUTHERN GLAZERS OF MN	2355225	06/13/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		8,122.38
SOUTHERN GLAZERS OF MN	2355225	06/13/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		150.00
SOUTHERN GLAZERS OF MN	2355226	06/13/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		1,890.00
SOUTHERN GLAZERS OF MN	2356741	06/15/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		135.00
SOUTHERN GLAZERS OF MN	9517343	06/20/2023	610-4810-62510	Liquor for Resale	CREDIT - LIQUOR		-98.96
					Vendor SOUTHERN GLAZERS OF MN Total:		**10,198.42**
Vendor: T R F CONVENTION &							
T R F CONVENTION &	CK #89899	06/26/2023	100-4670-63030	Contracts Expense	REISSUE LOST CHECK - APRIL..		12,589.11
					Vendor T R F CONVENTION & Total:		**12,589.11**
Vendor: VINOCOPIA INC							
VINOCOPIA INC	0330445-IN	06/01/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		874.79
VINOCOPIA INC	0330445-IN	06/01/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		1,356.00
VINOCOPIA INC	0330445-IN	06/01/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		240.00
					Vendor VINOCOPIA INC Total:		**2,470.79**
Vendor: WINE MERCHANTS							
WINE MERCHANTS	7429665	06/05/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		975.00
					Vendor WINE MERCHANTS Total:		**975.00**
Vendor: ZIEGLER WELDING SERVICES INC							
ZIEGLER WELDING SERVICES...	2316	06/17/2023	520-4680-65900	Work in Process-Constructi...	WELDING SERVICES - VENT P..		2,175.00
					Vendor ZIEGLER WELDING SERVICES INC Total:		**2,175.00**
					Grand Total:		**183,995.98**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		12,589.11
520 - 2018 ARENA PROJECT		2,175.00
610 - LIQUOR DISPENSARY		169,231.87
	Grand Total:	**183,995.98**

Account Summary

Account Number	Account Name	Expense Amount
100-4670-63030	Contracts Expense	12,589.11
520-4680-65900	Work in Process-Constru…	2,175.00
610-4810-62510	Liquor for Resale	64,588.37
610-4810-62520	Beer for Resale	90,540.59
610-4810-62530	Wine for Resale	11,281.21
610-4810-62540	Soft Drinks/Mix for Resa…	1,815.45
610-4810-62590	Misc. Mdse for Resale	1,006.25
	Grand Total:	**183,995.98**

Project Account Summary

Project Account Key		Expense Amount
None		183,995.98
	Grand Total:	**183,995.98**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00612 - 06/27/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: NORTHLAND TRUST SERVICES INC							
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	310-4710-66110	Bond Interest	BOND INTEREST - THIEF 18B		19,450.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	315-4710-66110	Bond Interest	BOND INTEREST - THIEF 22A		72,882.60
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	315-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		391.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	320-4710-66110	Bond Interest	BOND INTEREST - THIEF 18B		10,200.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	330-4710-66110	Bond Interest	BOND INTEREST - THIEF 19A		13,597.50
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	330-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		313.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	380-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B		1,450.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	380-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		30.53
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	390-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B...		600.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	390-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		36.34
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	400-4710-66110	Bond Interest	BOND INTEREST - THIEF 12A		1,590.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	410-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B...		2,200.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	410-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		50.88
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	420-4710-66110	Bond Interest	BOND INTEREST - THIEF 19A		1,932.50
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	420-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		52.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	430-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B		2,837.50
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	430-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		58.88
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	450-4710-66110	Bond Interest	BOND INTEREST - THIEF 14B		3,525.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	460-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B...		5,400.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	460-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		124.30
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	470-4710-66110	Bond Interest	BOND INTEREST - THIEF 15A		3,935.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	470-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		261.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	480-4710-66110	Bond Interest	BOND INTEREST - THIEF 16A		6,750.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	480-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		207.90
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	490-4710-66110	Bond Interest	BOND INTEREST - THIEF 17B		12,768.75
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	490-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		435.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B...		600.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B		712.50
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 20A		2,305.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 22A		19,615.17
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B...		2,300.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 20B...		4,800.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 19A		5,566.91
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 17A		84,330.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 12A		1,822.50
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 14A		877.50
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 15A		4,390.00

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 16A		3,465.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 18B		6,797.38
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66110	Bond Interest	BOND INTEREST - THIEF 17B		1,631.25
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		234.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		194.07
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		143.55
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		495.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		113.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		32.50
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		60.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	620-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		104.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	670-4710-66110	Bond Interest	BOND INTEREST - THIEF 20A		15,385.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	670-4750-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		199.17
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	680-4710-66110	Bond Interest	BOND INTEREST - THIEF 19A		831.84
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	680-4710-66110	Bond Interest	BOND INTEREST - THIEF 16A		2,035.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	680-4710-66110	Bond Interest	BOND INTEREST - THIEF 18B		6,274.50
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	680-4710-66110	Bond Interest	BOND INTEREST - THIEF 14B		650.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	680-4710-66110	Bond Interest	BOND INTEREST - THIEF 20A		20,362.50
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	680-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		143.55
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	680-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		263.33
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	680-4710-66200	Fiscal Agent s Fees	FISCAL AGENT FEES - THIEF ...		17.00
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	690-4710-66110	Bond Interest	BOND INTEREST - THIEF 18A		56,412.50
NORTHLAND TRUST SERVIC...	06 27 2023	06/27/2023	690-4710-66110	Bond Interest	BOND INTEREST - THIEF 14A		1,316.25
					Vendor NORTHLAND TRUST SERVICES INC Total:		**405,559.65**
						Grand Total:	**405,559.65**

Fund Summary

Fund	Expense Amount
310 - 2018 IMPROVEMENT BOND	19,450.00
315 - 2022 IMPROVEMENT BONDS	73,273.60
320 - 2018 IMPROVEMENT BOND ARENA	10,200.00
330 - 2019 SPECIAL ASSESSMENT FUND	13,910.50
380 - 2020 IMPROVEMENT BOND SOFTWARE	1,480.53
390 - 2011 IMPROVEMENT BONDS	636.34
400 - 2012 IMPROVEMENT BONDS	1,590.00
410 - 2013 IMPROVEMENT BONDS	2,250.88
420 - 2019 IMPROVEMENT BOND SOFTWARE	1,984.50
430 - 2020 IMPROVEMENT BONDS	2,896.38
450 - 2014 IMPROVEMENT BONDS	3,525.00
460 - 2013 IMP BOND-GREENWOOD UNDPAS	5,524.30
470 - 2015 IMPROVEMENT BONDS	4,196.00
480 - 2016 IMPROVEMENT BONDS	6,957.90
490 - 2017 IMPROVEMENT BONDS	13,203.75
620 - WATER UTILITY FUND	140,589.33
670 - STORM WATER UTILITY FUND	15,584.17
680 - WASTEWATER UTILITY FUND	30,577.72
690 - ELECTRIC UTILITY FUND	57,728.75
Grand Total:	**405,559.65**

Account Summary

Account Number	Account Name	Expense Amount
310-4710-66110	Bond Interest	19,450.00
315-4710-66110	Bond Interest	72,882.60
315-4750-66200	Fiscal Agent s Fees	391.00
320-4710-66110	Bond Interest	10,200.00
330-4710-66110	Bond Interest	13,597.50
330-4750-66200	Fiscal Agent s Fees	313.00
380-4710-66110	Bond Interest	1,450.00
380-4750-66200	Fiscal Agent s Fees	30.53
390-4710-66110	Bond Interest	600.00
390-4750-66200	Fiscal Agent s Fees	36.34
400-4710-66110	Bond Interest	1,590.00
410-4710-66110	Bond Interest	2,200.00
410-4750-66200	Fiscal Agent s Fees	50.88
420-4710-66110	Bond Interest	1,932.50
420-4750-66200	Fiscal Agent s Fees	52.00
430-4710-66110	Bond Interest	2,837.50
430-4750-66200	Fiscal Agent s Fees	58.88
450-4710-66110	Bond Interest	3,525.00
460-4710-66110	Bond Interest	5,400.00

Account Summary

Account Number	Account Name	Expense Amount
460-4750-66200	Fiscal Agent s Fees	124.30
470-4710-66110	Bond Interest	3,935.00
470-4750-66200	Fiscal Agent s Fees	261.00
480-4710-66110	Bond Interest	6,750.00
480-4750-66200	Fiscal Agent s Fees	207.90
490-4710-66110	Bond Interest	12,768.75
490-4750-66200	Fiscal Agent s Fees	435.00
620-4710-66110	Bond Interest	139,213.21
620-4710-66200	Fiscal Agent s Fees	1,376.12
670-4710-66110	Bond Interest	15,385.00
670-4750-66200	Fiscal Agent s Fees	199.17
680-4710-66110	Bond Interest	30,153.84
680-4710-66200	Fiscal Agent s Fees	423.88
690-4710-66110	Bond Interest	57,728.75
	Grand Total:	**405,559.65**

Project Account Summary

Project Account Key		Expense Amount
None		405,559.65
	Grand Total:	**405,559.65**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00613 - 06/27/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ANTHONY HORACHEK							
ANTHONY HORACHEK	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
					Vendor ANTHONY HORACHEK Total:		**145.00**
Vendor: BLAKE WALKER							
BLAKE WALKER	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
					Vendor BLAKE WALKER Total:		**145.00**
Vendor: BRIAN JACOBSON							
BRIAN JACOBSON	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
					Vendor BRIAN JACOBSON Total:		**145.00**
Vendor: DEREK NEISEN							
DEREK NEISEN	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
					Vendor DEREK NEISEN Total:		**145.00**
Vendor: DEVIN SPEARS							
DEVIN SPEARS	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
					Vendor DEVIN SPEARS Total:		**145.00**
Vendor: DYLAN DEFREECE							
DYLAN DEFREECE	APRIL 2023	06/27/2023	100-4220-61060	Temporary Salaries	APRIL 2023 VFF SALARY		48.34
					Vendor DYLAN DEFREECE Total:		**48.34**
Vendor: FRANCIS TRUDEAU							
FRANCIS TRUDEAU	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
					Vendor FRANCIS TRUDEAU Total:		**145.00**
Vendor: GRANT ASP							
GRANT ASP	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR VFF SALARY		145.00
					Vendor GRANT ASP Total:		**145.00**
Vendor: IAN LUND							
IAN LUND	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
					Vendor IAN LUND Total:		**145.00**
Vendor: JEFFREY SCHNEIDER							
JEFFREY SCHNEIDER	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
					Vendor JEFFREY SCHNEIDER Total:		**145.00**
Vendor: JOSIAH JENSEN							
JOSIAH JENSEN	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
					Vendor JOSIAH JENSEN Total:		**145.00**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: KEATON HUOT							
KEATON HUOT	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor KEATON HUOT Total:	**145.00**
Vendor: KEVIN WALSETH							
KEVIN WALSETH	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor KEVIN WALSETH Total:	**145.00**
Vendor: MIKE LARSON							
MIKE LARSON	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor MIKE LARSON Total:	**145.00**
Vendor: NICHOLAS TRUDEAU							
NICHOLAS TRUDEAU	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor NICHOLAS TRUDEAU Total:	**145.00**
Vendor: PATRICK BARRY							
PATRICK BARRY	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor PATRICK BARRY Total:	**145.00**
Vendor: PAUL D GONSOROWSKI							
PAUL D GONSOROWSKI	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor PAUL D GONSOROWSKI Total:	**145.00**
Vendor: SCOTT WALKER							
SCOTT WALKER	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor SCOTT WALKER Total:	**145.00**
Vendor: SHANE CRANDALL							
SHANE CRANDALL	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor SHANE CRANDALL Total:	**145.00**
Vendor: STEVEN KLOETY							
STEVEN KLOETY	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor STEVEN KLOETY Total:	**145.00**
Vendor: TREVOR SWANSON							
TREVOR SWANSON	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor TREVOR SWANSON Total:	**145.00**
Vendor: WAYNE NOMELAND							
WAYNE NOMELAND	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor WAYNE NOMELAND Total:	**145.00**
Vendor: ZACHARY JOHNSON							
ZACHARY JOHNSON	2ND QTR 2023	06/27/2023	100-4220-61060	Temporary Salaries	2ND QTR 2023 VFF SALARY		145.00
						Vendor ZACHARY JOHNSON Total:	**145.00**
						Grand Total:	**3,238.34**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		3,238.34
	Grand Total:	**3,238.34**

Account Summary

Account Number	Account Name	Expense Amount
100-4220-61060	Temporary Salaries	3,238.34
	Grand Total:	**3,238.34**

Project Account Summary

Project Account Key		Expense Amount
None		3,238.34
	Grand Total:	**3,238.34**

Council Approval Register

Packet: APPKT00614 - 07/05/23 COUNCIL MEETING

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC							
ADVANCED ENGINEERING ...	87620	06/13/2023	620-4850-62220	Plant Equip Maint & Repair	CONSULTING SRVCS - HIGH ...		2,868.52
ADVANCED ENGINEERING ...	87921	06/13/2023	620-4850-62220	Plant Equip Maint & Repair	SCADA CYBERSECURITY		5,392.00
				Vendor ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES LLC Total:			**8,260.52**
Vendor: AMARIL UNIFORM COMPANY							
AMARIL UNIFORM COMPA...	IV245683	06/07/2023	690-4840-62880	Personal Protective Equipm...	PPE T SHIRT - J STEINBRINK		86.99
					Vendor AMARIL UNIFORM COMPANY Total:		**86.99**
Vendor: ANDREWS SERVICE CENTER							
ANDREWS SERVICE CENTER	49128	06/20/2023	100-4210-62210	Equipment Maint & Repair	A/C CONDENSOR REPLACED		1,026.00
					Vendor ANDREWS SERVICE CENTER Total:		**1,026.00**
Vendor: ANGELA PHILIPP							
ANGELA PHILIPP	REIMB 06 23 23	06/24/2023	100-4150-64400	Travel, Conference, School	REIMBURSE TRAVEL EXP - ...		317.98
ANGELA PHILIPP	REIMB 06 23 23	06/24/2023	100-4150-64400	Travel, Conference, School	REIMBURSE TRAVEL EXP - ...		49.77
ANGELA PHILIPP	REIMB 06 23 23	06/24/2023	100-4150-64400	Travel, Conference, School	REIMBURSE TRAVEL EXP - ...		314.40
					Vendor ANGELA PHILIPP Total:		**682.15**
Vendor: ARTISAN BEER COMPANY							
ARTISAN BEER COMPANY	3610140	06/19/2023	610-4810-62520	Beer for Resale	PURCHASE - BEER		320.00
					Vendor ARTISAN BEER COMPANY Total:		**320.00**
Vendor: BENJAMIN TURESON							
BENJAMIN TURESON	158894	06/28/2023	100-4210-62880	Personal Protective Equipm...	REIMBURSE - WORK BOOT ...		184.95
					Vendor BENJAMIN TURESON Total:		**184.95**
Vendor: BIGSEASYLIFT							
BIGSEASYLIFT	67133	06/13/2023	680-4840-62400	Small Tools and Minor Equip	MANHOLE COVER LIFTER		1,290.00
					Vendor BIGSEASYLIFT Total:		**1,290.00**
Vendor: BRADY MARTZ & ASSOC PC INC							
BRADY MARTZ & ASSOC PC ...	798597	06/13/2023	100-4670-62990	Misc. Operating Expense	CALCULATE RETRO PAY ERR...		4,750.00
					Vendor BRADY MARTZ & ASSOC PC INC Total:		**4,750.00**
Vendor: BRADY MEUNIER							
BRADY MEUNIER	04156	06/21/2023	100-4210-62020	Computer Supplies	REIMBURSE - FLASHDRIVE /...		91.78
					Vendor BRADY MEUNIER Total:		**91.78**
Vendor: BREDESON OFFICE SUPPLY							
BREDESON OFFICE SUPPLY	0212330	06/29/2023	100-4194-62990	Misc. Operating Expense	PRE-INKED STAMPS		29.90
BREDESON OFFICE SUPPLY	0212335	06/12/2023	100-4194-62990	Misc. Operating Expense	11 x 17 BINDER		28.95

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
BREDESON OFFICE SUPPLY	0212360	06/20/2023	100-4210-62990	Misc. Operating Expense	CALCULATOR		14.95
					Vendor BREDESON OFFICE SUPPLY Total:		**73.80**
Vendor: CITY OF T R F - POLICE DPT PETTY CASH							
CITY OF T R F - POLICE DPT ...	REIMBURSE P C	07/05/2023	100-4210-62010	Office Supplies	REIMBURSE - POSTAGE		47.50
CITY OF T R F - POLICE DPT ...	REIMBURSE P C	07/05/2023	100-4210-62990	Misc. Operating Expense	REIMBURSE PETTY CASH FU...		28.79
					Vendor CITY OF T R F - POLICE DPT PETTY CASH Total:		**76.29**
Vendor: DAKOTA SUPPLY GROUP							
DAKOTA SUPPLY GROUP	S102763799.001	06/13/2023	620-4850-62230	Building Maint & Repair	SUPPLIES - HIGH SERVICE P...		598.99
DAKOTA SUPPLY GROUP	S102779922.001	06/15/2023	690-14100	Inventory - Materials	INVENTORY - 3/0 2 HOLE SE...		277.73
DAKOTA SUPPLY GROUP	s102780014.001	06/01/2023	620-4850-62210	Equipment Maint & Repair	SUPPLIES - HIGH SERVICE P...		661.90
DAKOTA SUPPLY GROUP	S102780137.001	05/31/2023	620-4850-62220	Plant Equip Maint & Repair	SUPPLIES - HIGH SERVICE P...		243.93
DAKOTA SUPPLY GROUP	S102785974.001	06/05/2023	620-4850-62230	Building Maint & Repair	SUPPLIES - HISH SERVICE P...		83.36
DAKOTA SUPPLY GROUP	S102787183.001	06/05/2023	620-4850-62230	Building Maint & Repair	SUPPLIES - HIGH SERVICE P...		83.36
DAKOTA SUPPLY GROUP	S102790841.001	06/05/2023	100-4550-62230	Building Maint & Repair	LED LIGHTING SUPPLIES		429.82
DAKOTA SUPPLY GROUP	S102803579.001	06/12/2023	690-14100	Inventory - Materials	GROUND ROD		254.75
DAKOTA SUPPLY GROUP	S102810165.001	06/13/2023	690-14100	Inventory - Materials	3-4 POWER BAR		620.74
DAKOTA SUPPLY GROUP	S102810309.001	06/13/2023	620-4850-62230	Building Maint & Repair	SUPPLIES - HIGH SERVICE P...		154.89
DAKOTA SUPPLY GROUP	S102811279.001	06/13/2023	620-4850-62200	System Expense	SUPPLIES - HIGH SERVICE P...		3,398.72
DAKOTA SUPPLY GROUP	S102815359.001	06/13/2023	620-4850-62230	Building Maint & Repair	SUPPLIES - HIGH SERVICE P...		526.65
DAKOTA SUPPLY GROUP	S102815420.001	06/14/2023	620-4850-62230	Building Maint & Repair	SUPPLIES - HIGH SERVICE P...		370.88
DAKOTA SUPPLY GROUP	S102815562.001	06/13/2023	620-4850-62230	Building Maint & Repair	SUPPLIES - HIGH SERVICE P...		242.76
DAKOTA SUPPLY GROUP	S102817884.001	06/13/2023	620-4850-62230	Building Maint & Repair	SUPPLIES - HIGH SERVICE P...		-154.89
DAKOTA SUPPLY GROUP	S102819745.001	06/14/2023	620-4850-62200	System Expense	SUPPLIES - HIGH SERVICE P...		31.07
DAKOTA SUPPLY GROUP	S102826275.001	06/19/2023	620-4850-62230	Building Maint & Repair	SUPPLIES - HIGH SERVICE P...		164.65
DAKOTA SUPPLY GROUP	S102836009.001	06/21/2023	690-14100	Inventory - Materials	INVENTORY - 1/2" EMT CO...		58.11
					Vendor DAKOTA SUPPLY GROUP Total:		**8,047.42**
Vendor: DAVIS & STANTON INC							
DAVIS & STANTON INC	148095	06/23/2023	100-4210-62890	Uniforms/ID Clothing	UNIFORM BARS		94.50
					Vendor DAVIS & STANTON INC Total:		**94.50**
Vendor: DENNIS JOHN ELBERT							
DENNIS JOHN ELBERT	23-TRF-v1	06/23/2023	100-4110-63030	Contracts Expense	STRATEGIC PLANNING PRJ		30,962.20
					Vendor DENNIS JOHN ELBERT Total:		**30,962.20**
Vendor: EHLERS COMPANIES							
EHLERS COMPANIES	94429	06/12/2023	100-4650-63032	Economic Development Serv..	GRACEWIND HOUSING TIF 1...		70.00
					Vendor EHLERS COMPANIES Total:		**70.00**
Vendor: ELECTRIC PUMP INC (MN)							
ELECTRIC PUMP INC (MN)	0076063-IN	06/09/2023	680-4850-62230	Building Maint & Repair	HATCHES - STRUCTURE ACC...		3,702.76
					Vendor ELECTRIC PUMP INC (MN) Total:		**3,702.76**
Vendor: FALLS TOWING LLC							
FALLS TOWING LLC	21905	06/12/2023	100-4210-62990	Misc. Operating Expense	TOWING CHARGES		90.00
					Vendor FALLS TOWING LLC Total:		**90.00**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: FLEXIBLE PIPE TOOLS & EQUIPMENT							
FLEXIBLE PIPE TOOLS & EQU…	28861	06/16/2023	680-4850-62210	Equipment Maint & Repair	SHAFT - JET TRUCK RPR		1,016.20
					Vendor FLEXIBLE PIPE TOOLS & EQUIPMENT Total:		**1,016.20**
Vendor: GREG HALL							
GREG HALL	REIMB 06 26 23	06/26/2023	690-4840-62880	Personal Protective Equipm…	REIMBURSE - SAFETY TOED …		100.00
					Vendor GREG HALL Total:		**100.00**
Vendor: HDR ENGINEERING INC - CHICAGO							
HDR ENGINEERING INC - CH…	1200529876	06/13/2023	690-4890-64370	Taxes and Licenses	DAM RELICENSING		2,697.33
					Vendor HDR ENGINEERING INC - CHICAGO Total:		**2,697.33**
Vendor: IHEARTMEDIA							
IHEARTMEDIA	8820099135	05/31/2023	610-4880-63490	Advertising	RADIO ADVERTISING - MAY …		862.88
					Vendor IHEARTMEDIA Total:		**862.88**
Vendor: JOHNSON BROTHERS LIQUOR							
JOHNSON BROTHERS LIQU…	2322673	06/19/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		11,331.15
JOHNSON BROTHERS LIQU…	2322674	06/19/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		4,092.95
JOHNSON BROTHERS LIQU…	2322675	06/19/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		37.00
					Vendor JOHNSON BROTHERS LIQUOR Total:		**15,461.10**
Vendor: LESLIE MICHAEL COTA							
LESLIE MICHAEL COTA	532706	06/12/2023	100-4510-63030	Contracts Expense	GRASS MOWING SERVICES		395.00
LESLIE MICHAEL COTA	532717	06/14/2023	100-4510-63030	Contracts Expense	GRASS MOWING SERVICES		1,265.00
LESLIE MICHAEL COTA	532718	06/16/2023	100-4510-63210	Communication Expense	GRASS MOWING SERVICES		276.00
LESLIE MICHAEL COTA	532719	06/21/2023	680-4850-62220	Lift Station and Pond Maint…	GRASS MOWING SERVICES		4,876.00
					Vendor LESLIE MICHAEL COTA Total:		**6,812.00**
Vendor: M M U A							
M M U A	61757	06/12/2023	690-4890-64400	Travel, Conference, School	REG FEES - 2023 SUMMER …		1,210.00
					Vendor M M U A Total:		**1,210.00**
Vendor: MIKES AUTOMOTIVE CENTER INC							
MIKES AUTOMOTIVE CENTE…	4310	06/15/2023	100-4510-62210	Equipment Maint & Repair	TIRE REPAIR		20.00
MIKES AUTOMOTIVE CENTE…	4321	06/16/2023	100-4510-62210	Equipment Maint & Repair	TIRE REPAIR		20.00
MIKES AUTOMOTIVE CENTE…	4347	06/21/2023	820-4850-62210	Equipment Maint & Repair	TIRE REPAIR		20.00
					Vendor MIKES AUTOMOTIVE CENTER INC Total:		**60.00**
Vendor: OLSON UNDERGROUND INC							
OLSON UNDERGROUND INC	1151	06/06/2023	690-4890-63030	Contracts Expense	BORING SERVICES - UPS / G…		5,970.00
					Vendor OLSON UNDERGROUND INC Total:		**5,970.00**
Vendor: PAINT & GLASS INTERIORS INC							
PAINT & GLASS INTERIORS I…	11883	06/14/2023	100-4194-62990	Misc. Operating Expense	PAINT - CARNEGIE STAIRS		117.36
					Vendor PAINT & GLASS INTERIORS INC Total:		**117.36**
Vendor: PEMBERTON LAW PLLP							
PEMBERTON LAW PLLP	20236314-001M	05/31/2023	100-4160-63040	Legal Fees	LEGAL FEES - EMPLOYEE M…		6,921.28
					Vendor PEMBERTON LAW PLLP Total:		**6,921.28**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: PERSONNEL EVALUATION INC							
PERSONNEL EVALUATION I...	47959	05/31/2023	100-4210-62990	Misc. Operating Expense	PERSONNEL EVALUATION P...		50.00
					Vendor PERSONNEL EVALUATION INC Total:		**50.00**
Vendor: PHILLIPS WINE & SPIRITS							
PHILLIPS WINE & SPIRITS	6610475	06/19/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		4,454.01
PHILLIPS WINE & SPIRITS	6610476	06/19/2023	610-4810-62510	Liquor for Resale	PURCHASE - LIQUOR		179.00
PHILLIPS WINE & SPIRITS	6610476	06/19/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		637.05
PHILLIPS WINE & SPIRITS	6610477	06/19/2023	610-4810-62530	Wine for Resale	PURCHASE - WINE		80.00
PHILLIPS WINE & SPIRITS	6610477	06/19/2023	610-4810-62540	Soft Drinks/Mix for Resale	PURCHASE - MIX		52.75
					Vendor PHILLIPS WINE & SPIRITS Total:		**5,402.81**
Vendor: POSITIVE PSYCHOLOGICAL INITIATIVES LLC							
POSITIVE PSYCHOLOGICAL I...	23-161	06/07/2023	100-4210-62990	Misc. Operating Expense	PSYCH ASSESSMENTS (2)		950.00
					Vendor POSITIVE PSYCHOLOGICAL INITIATIVES LLC Total:		**950.00**
Vendor: QUALITY FARM SUPPLY INC							
QUALITY FARM SUPPLY INC	131188	06/22/2023	100-4510-62240	Department Maint & Repair	CURTAIL		159.12
					Vendor QUALITY FARM SUPPLY INC Total:		**159.12**
Vendor: SANITATION PRODUCTS INC							
SANITATION PRODUCTS INC	86047	06/15/2023	670-4850-62210	Equipment Maint & Repair	PARTS - STREET SWEEPER		276.14
					Vendor SANITATION PRODUCTS INC Total:		**276.14**
Vendor: SHI INTERNATIONAL CORP							
SHI INTERNATIONAL CORP	B16876227	05/19/2023	100-4110-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		51.49
SHI INTERNATIONAL CORP	B16876227	05/19/2023	100-4150-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		158.61
SHI INTERNATIONAL CORP	B16876227	05/19/2023	100-4192-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		34.07
SHI INTERNATIONAL CORP	B16876227	05/19/2023	100-4194-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		5.67
SHI INTERNATIONAL CORP	B16876227	05/19/2023	100-4210-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		170.20
SHI INTERNATIONAL CORP	B16876227	05/19/2023	100-4220-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		23.60
SHI INTERNATIONAL CORP	B16876227	05/19/2023	100-4240-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		11.80
SHI INTERNATIONAL CORP	B16876227	05/19/2023	100-4312-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		17.47
SHI INTERNATIONAL CORP	B16876227	05/19/2023	100-4510-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		23.60
SHI INTERNATIONAL CORP	B16876227	05/19/2023	100-4650-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		41.07
SHI INTERNATIONAL CORP	B16876227	05/19/2023	610-4890-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		11.80
SHI INTERNATIONAL CORP	B16876227	05/19/2023	680-4890-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		52.41
SHI INTERNATIONAL CORP	B16876227	05/19/2023	690-4890-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		94.40
SHI INTERNATIONAL CORP	B16876227	05/19/2023	820-4890-63020	Computer Maintenance & li...	OFFICE 365 - MAY 2023		11.80
					Vendor SHI INTERNATIONAL CORP Total:		**707.99**
Vendor: SIRCHIE ACQUISITION COMPANY LLC							
SIRCHIE ACQUISITION COM...	0596232-IN	06/13/2023	100-4210-62990	Misc. Operating Expense	DRUG TEST KITS		130.85
					Vendor SIRCHIE ACQUISITION COMPANY LLC Total:		**130.85**
Vendor: T R F PIZZA HUT							
T R F PIZZA HUT	06 15 23	06/15/2023	210-4670-64400	Travel, Conference, School	CDAB MEETING		27.48
					Vendor T R F PIZZA HUT Total:		**27.48**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: T R F RADIO							
T R F RADIO	32934-6	05/31/2023	610-4880-63490	Advertising	RADIO ADVERTISING - MAY ...		550.00
T R F RADIO	33938-1	05/15/2023	610-4880-63490	Advertising	RADIO ADVERTISING - 2023...		2,493.00
T R F RADIO	33939-1	05/15/2023	610-4880-63490	Advertising	RADIO ADVERTISING - MAY ...		1,800.00
						Vendor T R F RADIO Total:	**4,843.00**
Vendor: THIEF RIVER FORD INC							
THIEF RIVER FORD INC	SO #TR102121	06/13/2023	100-4210-62210	Equipment Maint & Repair	V BELT		291.73
THIEF RIVER FORD INC	SO #TR102272	06/20/2023	100-4210-62120	Gas-Oil-Lube	OIL CHANGE / TIRE ROTATI...		65.38
THIEF RIVER FORD INC	SO #TR102272	06/20/2023	100-4210-62210	Equipment Maint & Repair	OIL CHANGE / TIRE ROTATI...		35.54
						Vendor THIEF RIVER FORD INC Total:	**392.65**
Vendor: THYGESON CONSTRUCTION							
THYGESON CONSTRUCTION	05 21 23	05/21/2023	260-4680-65900	Work in Process-Constructi...	TOPSOIL - TREE REPLACEM...		215.00
						Vendor THYGESON CONSTRUCTION Total:	**215.00**
Vendor: ULINE							
ULINE	164478100	06/06/2023	690-4840-62990	Misc. Operating Expense	MAGNETIC TAPE / TRASH B...		610.99
						Vendor ULINE Total:	**610.99**
Vendor: VESSCO INC							
VESSCO INC	091337	06/22/2023	620-4850-62220	Plant Equip Maint & Repair	CHLORINE INJECTOR		1,096.30
						Vendor VESSCO INC Total:	**1,096.30**
Vendor: WADE ALAN COTA							
WADE ALAN COTA	494219	06/19/2023	100-4240-63030	Contracts Expense	GRASS MOWING SERVICES		752.00
						Vendor WADE ALAN COTA Total:	**752.00**
Vendor: WASTE MASTERS LLC							
WASTE MASTERS LLC	35X06014	05/31/2023	100-4670-62990	Misc. Operating Expense	ROLLOFFS - 420 DAVIS AVE		764.23
						Vendor WASTE MASTERS LLC Total:	**764.23**
						Grand Total:	**117,416.07**

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	51,282.56
210 - COMM DEVELOPMENT REV LOAN FUND	27.48
260 - MULTI-EVENTS CENTER FUND	215.00
610 - LIQUOR DISPENSARY	26,901.59
620 - WATER UTILITY FUND	15,763.09
670 - STORM WATER UTILITY FUND	276.14
680 - WASTEWATER UTILITY FUND	10,937.37
690 - ELECTRIC UTILITY FUND	11,981.04
820 - GREENWOOD CEMETERY FUND	31.80
Grand Total:	**117,416.07**

Account Summary

Account Number	Account Name	Expense Amount
100-4110-63020	Computer Maintenance…	51.49
100-4110-63030	Contracts Expense	30,962.20
100-4150-63020	Computer Maintenance…	158.61
100-4150-64400	Travel, Conference, Sch…	682.15
100-4160-63040	Legal Fees	6,921.28
100-4192-63020	Computer Maintenance…	34.07
100-4194-62990	Misc. Operating Expense	176.21
100-4194-63020	Computer Maintenance…	5.67
100-4210-62010	Office Supplies	47.50
100-4210-62020	Computer Supplies	91.78
100-4210-62120	Gas-Oil-Lube	65.38
100-4210-62210	Equipment Maint & Repa..	1,353.27
100-4210-62880	Personal Protective Equi…	184.95
100-4210-62890	Uniforms/ID Clothing	94.50
100-4210-62990	Misc. Operating Expense	1,264.59
100-4210-63020	Computer Maintenance…	170.20
100-4220-63020	Computer Maintenance…	23.60
100-4240-63020	Computer Maintenance…	11.80
100-4240-63030	Contracts Expense	752.00
100-4312-63020	Computer Maintenance…	17.47
100-4510-62210	Equipment Maint & Repa..	40.00
100-4510-62240	Department Maint & Re…	159.12
100-4510-63020	Computer Maintenance…	23.60
100-4510-63030	Contracts Expense	1,660.00
100-4510-63210	Communication Expense	276.00
100-4550-62230	Building Maint & Repair	429.82
100-4650-63020	Computer Maintenance…	41.07
100-4650-63032	Economic Development …	70.00
100-4670-62990	Misc. Operating Expense	5,514.23

Account Summary

Account Number	Account Name	Expense Amount
210-4670-64400	Travel, Conference, Sch…	27.48
260-4680-65900	Work in Process-Constru…	215.00
610-4810-62510	Liquor for Resale	15,964.16
610-4810-62520	Beer for Resale	320.00
610-4810-62530	Wine for Resale	4,810.00
610-4810-62540	Soft Drinks/Mix for Resa…	89.75
610-4880-63490	Advertising	5,705.88
610-4890-63020	Computer Maintenance…	11.80
620-4850-62200	System Expense	3,429.79
620-4850-62210	Equipment Maint & Repa..	661.90
620-4850-62220	Plant Equip Maint & Rep…	9,600.75
620-4850-62230	Building Maint & Repair	2,070.65
670-4850-62210	Equipment Maint & Repa..	276.14
680-4840-62400	Small Tools and Minor E…	1,290.00
680-4850-62210	Equipment Maint & Repa..	1,016.20
680-4850-62220	Lift Station and Pond Ma…	4,876.00
680-4850-62230	Building Maint & Repair	3,702.76
680-4890-63020	Computer Maintenance…	52.41
690-14100	Inventory - Materials	1,211.33
690-4840-62880	Personal Protective Equi…	186.99
690-4840-62990	Misc. Operating Expense	610.99
690-4890-63020	Computer Maintenance…	94.40
690-4890-63030	Contracts Expense	5,970.00
690-4890-64370	Taxes and Licenses	2,697.33
690-4890-64400	Travel, Conference, Sch…	1,210.00
820-4850-62210	Equipment Maint & Repa..	20.00
820-4890-63020	Computer Maintenance…	11.80
	Grand Total:	**117,416.07**

Project Account Summary

Project Account Key		Expense Amount
None		117,416.07
	Grand Total:	**117,416.07**

Council Approval Register

City of Thief River Falls, MN

Packet: APPKT00617 - 06/28/23 DIRECT PAYABLES

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: CAPITAL ONE							
CAPITAL ONE	1649343955	06/19/2023	100-4194-62990	Misc. Operating Expense	MAY / JUN STATEMENT - P...		45.88
CAPITAL ONE	1649343955	06/19/2023	100-4194-62990	Misc. Operating Expense	MAY / JUN STATEMENT - MI...		115.98
CAPITAL ONE	1649343955	06/19/2023	100-4210-62990	Misc. Operating Expense	MAY / JUN STATEMENT - P...		21.76
CAPITAL ONE	1649343955	06/19/2023	100-4510-62990	Misc. Operating Expense	MAY / JUN STATEMENT - TO...		50.94
CAPITAL ONE	1649343955	06/19/2023	100-4670-62990	Misc. Operating Expense	MAY / JUN STATEMENT - B...		16.08
CAPITAL ONE	1649343955	06/19/2023	620-4840-62990	Misc. Operating Expense	MAY / JUN STATEMENT - G...		5.30
CAPITAL ONE	1649343955	06/19/2023	620-4840-62990	Misc. Operating Expense	MAY / JUN STATEMENT - CL...		9.72
CAPITAL ONE	1649343955	06/19/2023	690-4840-62010	Office Supplies	MAY / JUN STATEMENT - O...		19.22
						Vendor CAPITAL ONE Total:	**284.88**
Vendor: ELAN FINANCIAL SERVICES							
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4210-62020	Computer Supplies	MAY / JUN STATEMENT - LA...		79.08
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4210-62990	Misc. Operating Expense	MAY / JUN STATEMENT - IN...		69.00
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4210-62990	Misc. Operating Expense	MAY / JUN STATEMENT - T...		57.99
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4210-63020	Computer Maintenance & li...	MAY / JUN STATEMENT - B...		164.00
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4210-63320	Training Expense	MAY / JUN STATEMENT - L...		256.96
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4210-63320	Training Expense	MAY / JUN STATEMENT - D...		75.00
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4210-63320	Training Expense	MAY / JUN STATEMENT - L...		98.00
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4210-64370	Taxes and Licenses	MAY / JUN STATEMENT - P...		90.00
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4220-64370	Taxes and Licenses	MAY / JUN STATEMENT - FI...		105.00
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4240-64400	Travel, Conference, School	MAY / JUN STATEMENT - RE...		-315.00
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4315-62010	Office Supplies	MAY / JUN STATEMENT - S...		13.49
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4510-63033	Music in the Park	MAY / JUN STATEMENT - L...		-109.88
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4510-63033	Music in the Park	MAY / JUN STATEMENT - L...		-109.88
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4510-63033	Music in the Park	MAY / JUN STATEMENT - L...		124.00
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4510-63033	Music in the Park	MAY / JUN STATEMENT - L...		-109.88
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4510-63033	Music in the Park	MAY / JUN STATEMENT - L...		124.00
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	100-4510-64400	Travel, Conference, School	MAY / JUN STATEMENT - C...		10.22
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	620-4840-62010	Office Supplies	MAY / JUN STATEMENT - S...		31.48
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	680-4840-62010	Office Supplies	MAY / JUN STATEMENT - S...		9.00
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	690-4840-62010	Office Supplies	MAY / JUN STATEMENT - O...		493.81
ELAN FINANCIAL SERVICES	MAY JUN STMT	06/19/2023	690-4840-62010	Office Supplies	MAY / JUN STATEMENT - S...		35.98
						Vendor ELAN FINANCIAL SERVICES Total:	**1,192.37**
Vendor: STEVEN O KVASAGER							
STEVEN O KVASAGER	002547	06/28/2023	690-4890-63030	Contracts Expense	FIRE ALARM MONITORING ...		19.50
						Vendor STEVEN O KVASAGER Total:	**19.50**

Vendor Name	Payable Number	Post Date	Account Number	Account Name	Description (Item)	(None)	Amount
Vendor: U S POSTMASTER							
U S POSTMASTER	JUL 2023	06/28/2023	100-4315-62010	Office Supplies	POSTAGE - JULY UTILITY BIL...		290.33
U S POSTMASTER	JUL 2023	06/28/2023	620-4840-62010	Office Supplies	POSTAGE - JULY UTILITY BIL...		677.45
U S POSTMASTER	JUL 2023	06/28/2023	680-4840-62010	Office Supplies	POSTAGE - JULY UTILITY BIL...		193.56
U S POSTMASTER	JUL 2023	06/28/2023	690-4840-62010	Office Supplies	POSTAGE - JULY UTILITY BIL...		774.23
						Vendor U S POSTMASTER Total:	**1,935.57**
						Grand Total:	**3,432.32**

Fund Summary

Fund		Expense Amount
100 - GENERAL FUND		1,163.07
620 - WATER UTILITY FUND		723.95
680 - WASTEWATER UTILITY FUND		202.56
690 - ELECTRIC UTILITY FUND		1,342.74
	Grand Total:	**3,432.32**

Account Summary

Account Number	Account Name	Expense Amount
100-4194-62990	Misc. Operating Expense	161.86
100-4210-62020	Computer Supplies	79.08
100-4210-62990	Misc. Operating Expense	148.75
100-4210-63020	Computer Maintenance…	164.00
100-4210-63320	Training Expense	429.96
100-4210-64370	Taxes and Licenses	90.00
100-4220-64370	Taxes and Licenses	105.00
100-4240-64400	Travel, Conference, Sch…	-315.00
100-4315-62010	Office Supplies	303.82
100-4510-62990	Misc. Operating Expense	50.94
100-4510-63033	Music in the Park	-81.64
100-4510-64400	Travel, Conference, Sch…	10.22
100-4670-62990	Misc. Operating Expense	16.08
620-4840-62010	Office Supplies	708.93
620-4840-62990	Misc. Operating Expense	15.02
680-4840-62010	Office Supplies	202.56
690-4840-62010	Office Supplies	1,323.24
690-4890-63030	Contracts Expense	19.50
	Grand Total:	**3,432.32**

Project Account Summary

Project Account Key		Expense Amount
None		3,432.32
	Grand Total:	**3,432.32**

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: 7/5/2023

SUBJECT: #7.3 American Legion Post 117 Temporary Intoxicating Liquor License with Addendum July 15, 2023

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

MOTION TO: To Approve an Intoxicating Liquor License with Addendum effective July 15, 2023, from 9 pm to 1 am.

BACKGROUND: The American Legion has applied for a temporary intoxicating liquor license with addendum to include outdoor area for the American Legion live band in parking lot during the Pennington County Fair.

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

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

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

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

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

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

ATTACHMENTS:

1.	Approval American Legion Post 117 Temporary Intoxicating Liquor July 15

CITY OF THIEF RIVER FALLS

Temporary Intoxicating Liquor License Application

City Code Section 111.086

APPLICANT: Ecklund-Holmstrom American Legion Post 117

(must be a club, charitable, religious, or non-profit organization, duly incorporated as a nonprofit or religious corporation under the laws of Minnesota and in existence for at least three years or a political committee registered under MS 10A.14 and applicant must sponsoring the event that alcohol is being served)

CONTACT PERSON: Wendy Mattson, Manager

ADDRESS: P.O. Box 7, Thief River Falls, MN 56701

PHONE: office: 218-681-1341 cell: 218-689-2082

TYPE OF EVENT: Band in the parking lot during the Penn Co Fair

LICENSING PERIOD: July 14 and 15, 2023

HOURS OF OPERATION: 9:00 pm to 1:00 am

FACILITY/PLACE TO BE USED: American Legion Parking Lot

Applicant will present this request to the City Administrator's Office who will forward the application to the Public Safety Committee for review. The application must be presented to the City Administrator's Office at least one month before the event. The Public Safety Committee will present their recommendation to the City Council for action.

If approved, the license will not become valid until approved by the Commissioner.

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

Cost of the license is $35.00 per day.

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

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

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

Arlo Rude

SIGNATURE OF APPLICANT

June 15, 2023

DATE

NORTH RISK PARTNERS LLC
2010 CENTRE POINTE BLVD
MENDOTA HEIGHTS, MN
55120

Integrity Insurance

Integrity Insurance Company
P.O. Box 539
Appleton, Wisconsin 54912-0539

DBS

(651) 379-7800
Agent No. 22-029-00
info.mendotaheights@northriskpartners.com
www.northriskpartners.com

Named Insured and Address

BusinessAssureSM

Policy Type: *Businessowners*

Reason Issued: *Policy Change - Multiple Changes*
Policy Number: *BP 2798496-03*
Change Effective Date: *01/01/23*
Issue Date: *12/24/22*

ECKLUND HOLMSTROM AMERICAN
LEGION POST 117
324 BROOKS AVE N
THIEF RIVER FALLS MN 56701

From: 01/01/23 To: 01/01/24 12:01 a.m. standard time at the address of the named insured as shown above. These declarations together with the applications, common policy conditions, coverage part declarations, coverage part coverage form(s) and forms and endorsements, if any, issued to form a part thereof, complete the above numbered policy. In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy.

Policy Declarations

Business Description *FULL SERVICE RESTAURANTS*	**Legal Entity** *OTHER*

This policy consists of the following coverage parts for which a premium is indicated. This advance premium may be subject to adjustment.

Coverage(s)	Advance Premium
Businessowners Coverage	$10,932.00
Minnesota Fire Safety Surcharge	$41.60
Third Party Administration Fee - Cyber Coverage	$17.50
Certified Acts of Terrorism	
Excluded per signed rejection on file.	

Your Total Policy Premium Is **$10,991.10**

The Premium Change From This Policy Change Is $0.00

Premium does not include service charges.

THIS IS NOT A BILL. Any outstanding balance due will be billed at a later date.

INSURED COPY

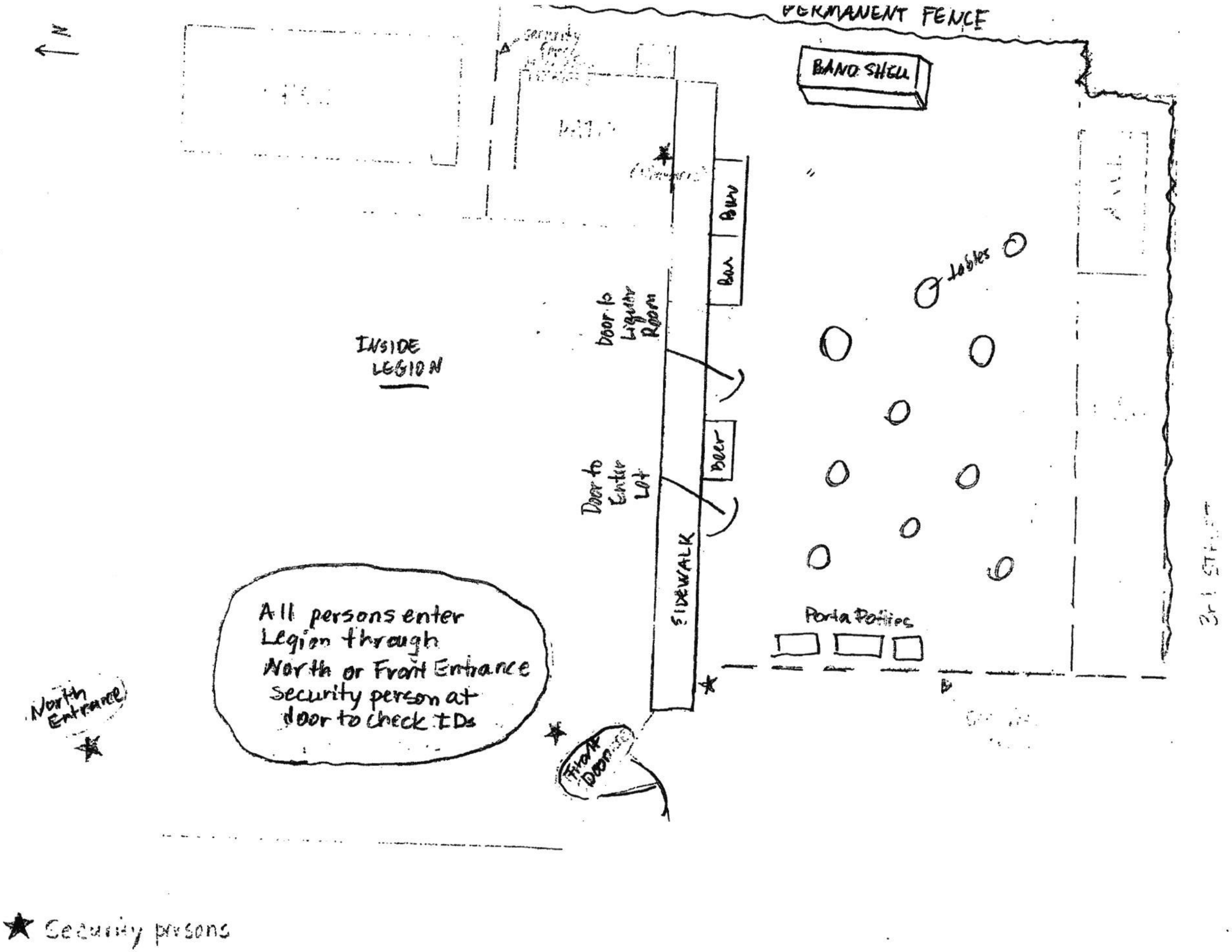
Coverages Applying to All Business Locations

Businessowners Section I Property Deductibles
Basic Deductible: **$1,000**

Optional Coverage/Glass Deductible: $500, unless specified elsewhere in this policy.

Businessowners Section II Liability Coverage
Except for Damage to Premises Rented to You, each paid claim under **SECTION II, LIABILITY** of the **Businessowners Coverage Form** reduces the amount of insurance we provide during the applicable annual period. Refer to **SECTION II, D. Liability And Medical Expenses Limits of Insurance** and limits shown below.

Coverages	Limits of Insurance	Advance Premium
Liability Limit	$1,000,000 each occurrence $2,000,000 aggregate	
Products/Completed Operations	$2,000,000 aggregate	
Personal & Advertising Injury	Included in Policy	
Medical Expenses	$1,000 per person	
Damage to Premises Rented to You	$100,000 any one fire or explosion	
Employee Dishonesty		
Provided by BP 85	$10,000	Included
Increase in Coverage	$15,000	$104.00
Total Coverage	$25,000	
Hired Auto and Non-Owned Auto (BP 04 04)		$168.00
Employment Practices Liability - Incl. Third Party (BP 181) Deductible: $2,500 each claim Retroactive Date: 01/01/2020	$100,000 aggregate $50,000 each claim	$508.00
Businessowners Restaurant Choice (BP 85)	Refer to Endorsement	$266.00
Cyber Coverage - (CC 10)	Refer to Endorsement	$158.00


N
PERMANENT FENCE
BAND SHELL
INSIDE LEGION
Door to Liquor Room
Door to Enter Lot
SIDEWALK
Bar
Bar
Beer
Tables
Porta Potties
All persons enter Legion through North or Front Entrance Security person at door to check IDs
North Entrance
Front Door
Security persons

CITY OF THIEF RIVER FALLS

On-Sale Intoxicating Liquor License Application Addendum
****TEMPORARY****

- [X] Attach a detailed drawing of the outside premises
- [X] Applicant must submit a Certificate of Insurance specifically adding the approved outside premises to the applicant's liquor liability coverage.

Ecklund-Holmstrom American Legion Post 117
LICENSEE NAME (Corp, Partnership, Individual)

324 Brooks Ave N, Thief River Falls, MN 56701
LICENSEE ADDRESS (Street, City, State, Zip)

American Legion Post 117
BUSINESS NAME/TRADE NAME

218-681-1341
BUSINESS PHONE

HOME PHONE

324 Brooks Ave N, TRF
BUSINESS ADDRESS

DATE OF EVENT: July 14 and 15, 2023 HOURS: 9:00 pm to 1:00 am

I, hereby, under oath, state that the information contained in this application is true and correct to the best of my knowledge. I will notify the City of Thief River Falls immediately should any of the information in this application change. I further acknowledge that the falsification of any information contained in this application or willful omission will be cause for denial of the license or for revocation of a license which has been issued.

Arlo Rude
SIGNATURE OF APPLICANT

Commander
TITLE

June 15, 2023
DATE

STATE OF MINNESOTA)
) SS
COUNTY OF PENNINGTON)

On this 15th day of June 2023, before me, a Notary Public within aforesaid County, the applicant personally appeared before me and is known to be the person who completed this application and acknowledge that said application was signed of applicant's own free will and accord.

Wendy Jo Mattson
Notary Public-Minnesota
C.I.D. No. 6114565
My Commission Expires Jan. 31, 2025

Wendy J. Mattson
Notary Public

SIGNATURE OF APPLICANT TITLE DATE

STATE OF MINNESOTA)
) SS
COUNTY OF PENNINGTON)

On this ______ day of ________, ____, before me, a Notary Public within aforesaid County, the applicant personally appeared before me and is known to be the person who completed this application and acknowledge that said application was signed of applicant's own free will and accord.

Notary Public

City of Thief River Falls
405 3rd Street East
Thief River Falls, MN 56701

Receipt Number: R00103242
Cashier Name: AH
Terminal Number: 1
Receipt Date: 6/20/2023 3:09:28 PM

American Legion Post 117 (July 14 & 15)

Trans Code: MISC - MISCELLANEOUS RECEIPT **Name: American Legion Post 117 (July 14 & 15)** **$70.00**

Product:	Liquor License Intoxicating Temporary	Units:	0.00	Amount:	35.00
Product:	Liquor License Intoxicating Temporary	Units:	0.00	Amount:	35.00

American Legion Post 117 (July 14 & 15) 70.00
19 35.00
100-4670-53211 -35.00
19 35.00
100-4670-53211 -35.00

Total Balance Due: **$70.00**

Payment Method: Check Bord Payor: American Legion Post 117 (Reference: 22148 Amount: $70.00

Total Payment Received: **$70.00**

Change: **$0.00**

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: 7/5/2023

SUBJECT: #7.4 American Legion Post 117 Temporary Intoxicating Liquor License with Addendum July 14, 2023

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

MOTION TO: To Approve an Intoxicating Liquor License with Addendum effective July 14, 2023, from 9 pm to 1 am.

BACKGROUND: The American Legion has applied for a temporary intoxicating liquor license with addendum to include outdoor area for the American Legion live band in parking lot during the Pennington County Fair.

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

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

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

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

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

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

ATTACHMENTS:
None

City of Thief River Falls

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: 7/5/2023

SUBJECT: #7.5 Eagles Temporary Intoxicating Liquor License with Addendum August 17 & 18, 2022

RECOMMENDATION: It is respectfully requested the Council consider:

MOTION TO: Approve a Temporary Intoxicating Liquor License with Addendum for the Eagles #2368, 305 Red Lake Blvd, Thief River Falls, effective August 17 & 18, 2022, from 2 pm to 9 pm.

BACKGROUND: The Eagles has applied for a temporary intoxicating liquor license with addendum to include outdoor area for the Eagles to set up tables for family picnic and games.

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

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

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

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

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

DEPARTMENT/RESPONSIBLE PERSON: Renee Olson, Administrative Services

ATTACHMENTS:

1.	Eagles Temp Liquor License Outdoor August 17 -18

CITY OF THIEF RIVER FALLS

On-Sale Intoxicating Liquor License Application Addendum

City Code Section 111.082

- [x] Attach a detailed drawing of the outside premises. Outdoor premises must comply with City Code Section 111.082(C)(3) and State regulations.

- [x] Applicant must submit a Certificate of Insurance specifically adding the approved outside premises to the applicant's liquor liability coverage.

Chaz Harger
LICENSEE NAME (Corp, Partnership, Individual)

305 Red Lake BLVD
LICENSEE ADDRESS (Street, City, State, Zip)

TRF Eagles Club #2368	218-681-2406	—
BUSINESS NAME/TRADE NAME	BUSINESS PHONE	HOME PHONE

305 Red Lake BLVD
BUSINESS ADDRESS

I, hereby, under oath, state that the information contained in this application is true and correct to the best of my knowledge. I will notify the City of Thief River Falls immediately should any of the information in this application change. I further acknowledge that the falsification of any information contained in this application or willful omission will be cause for denial of the license or for revocation of a license which has been issued.

Chaz Harger	Manager	6-29-23
SIGNATURE OF APPLICANT	TITLE	DATE

Renee K. Olson
Notary Public-Minnesota
C.I.D. No. 31058900
My Commission Expires Jan. 31, 2026

STATE OF MINNESOTA)
) SS
COUNTY OF PENNINGTON)

On this 29th day of June, 2023 before me, a Notary Public within aforesaid County, the applicant personally appeared before me and is known to be the person who completed this application and acknowledge that said application was signed of applicant's own free will and accord.

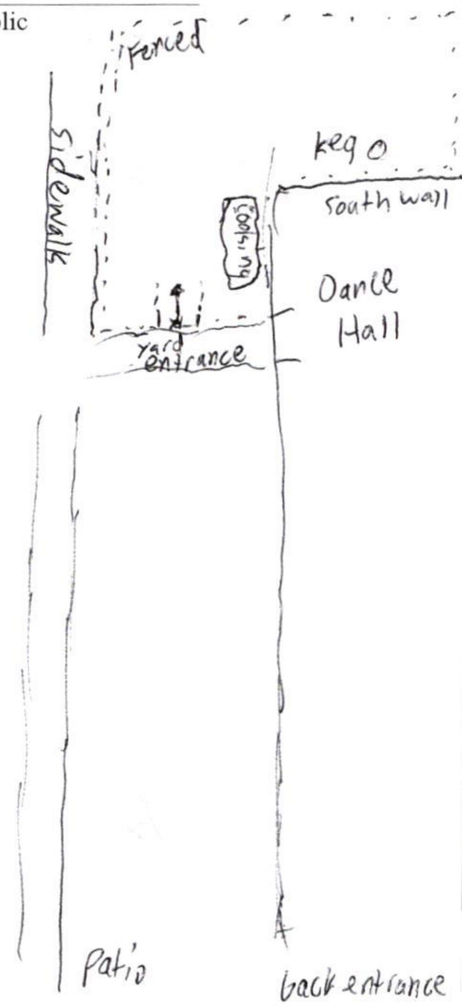
Notary Public

SIGNATURE OF APPLICANT TITLE DATE

STATE OF MINNESOTA)
) SS
COUNTY OF PENNINGTON)

On this _________ day of ___________, _____, before me, a Notary Public within aforesaid County, the applicant personally appeared before me and is known to be the person who completed this application and acknowledge that said application was signed of applicant's own free will and accord.

Notary Public



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: 7/5/2023

SUBJECT: #8.1 Approve Municode Codification by Civic Plus Republication and Online Code HostingService

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

MOTION TO: Authorize the City Administrator and Mayor to fully execute the contract with Civic Plus for an online code hosting system.

BACKGROUND: The City of Thief River Falls has currently been reviewing our ordinances. By looking at structure and wording, we have determined a republication of our code is necessary. The premium package with OrdLink was going to give the City certain capabilities. Such as a new printed copy once a year, have the online code updated quarterly, will show ordinances pending codification immediately. We would also have the ability to use MuniPRO services. This allows us to search over 4,000 codes that Civic Plus hosts. Users would also have the ability to be notified of changes to the code.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The Civic Plus online code hosting system with the premium package including OrdLINK costs $4,050 per year. Year 1 and 2 will remain at $4,050 the third year there is a 5% uplift fee to total annual reoccurring service cost.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Angela Philipp, City Administrator

ATTACHMENTS:

1.	Thief River Falls, MN FS ARR COI Proposal 06082023

municode codification

POWERED BY CIVICPLUS

Republication, Supplementation, and Online Code Hosting Services

Thief River Falls, MN

PRESENTED BY:

J.R. Riley, Legal Account Executive

CIVICPLUS

CivicPlus Company Overview

CivicPlus History

CivicPlus began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their residents through their web environment. Over the years, CivicPlus has continued to implement new technologies and merge with industry forerunners to maintain the highest standards of excellence and efficiency for our customers.

Our portfolio includes solutions for website design and hosting, parks and recreation management, emergency and mass communications, agenda and meeting management, 311 and CRM, process automation and digital services, codification, licensing and permits, web governance and ADA remediation, social media archiving, and FOIA management.

EXPERIENCE

70+ Years of Codification Experience

12,000+ Customers

4,200+ Clerks Served

900+ Employees

RECOGNITION

Inc. 5000 11-time Honoree

GovTech 2023 Top 100 Company

Stevie® Awards Recognized with multiple, global awards for sales and customer service excellence

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a leader in government web technology. We are proud to have earned the trust of our over 12,000 customers and their 100,000+ administrative users. In addition, over 340 million residents engage with our solutions daily.

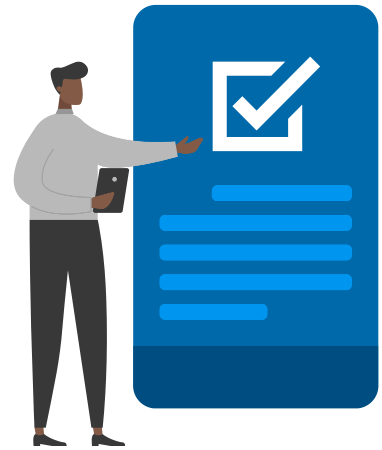
Primary Office

302 S. 4th Street Suite 500
Manhattan, KS 66502
Toll Free: 888.228.2233 | Fax: 785.587.8951
civicplus.com

Contact

J.R. Riley
Legal Account Executive
850-696-7012
Jriley@civicplus.com

Republication



We will provide you with a Style Checklist and work with you to confirm the desired formatting and style of the code, including font, binder color (semi-bright black, dark blue, green, or burgundy), and ink stamping color (gold or silver). We will update the preliminary pages, create an index (if elected) and table of contents; update history notes; provide a comparative table of ordinances, and integrate all applicable photographs, maps, diagrams, charts, and tables into the code. Proofs can then be provided for your review. Following the approval of the proofs, the code will be shipped and posted online in fully robust HTML format.

We will handle 100% of the publishing. The republication process includes editing, page composition, proofreading, indexing (if elected), and delivering the information as printed and/or electronic copy. When we republish your code, pages are recomposed to eliminate short pages, pages with blank backs and oddly numbered (point) pages. Following the recomposition, the code is reprinted, and supplement number designations start over with Supplement No. 1.

The anticipated time frame for the conversion and republication project is three to four months, excepting any delays in your return of proofs, and will begin after our receipt of the completed Style Checklist and all necessary material in an editable, electronic format. Within two weeks of shipping the new code, it will be published online in fully robust HTML format.

Republication Timeline

STEP 1	Immediately	**CUSTOMER** sends signed contract and all applicable material. **CIVICPLUS** acknowledges contract, provides a Disposition List of all ordinances/material received.
STEP 2	Within 3 Weeks	**CIVICPLUS** provides a project introduction letter outlining all phases of the project and all material received to date. **CUSTOMER** confirms CivicPlus has all applicable materials. Conversion begins upon receipt of all applicable materials.
STEP 3	Within 3-4 Months	**CIVICPLUS** submits code draft proofs for customer review. **CUSTOMER** to return proofs within 45 days. After the proofs are returned, we will ship the newly printed code volumes within 2-3 weeks and post the code online. Supplementation will begin anew with Supplement No. 1.

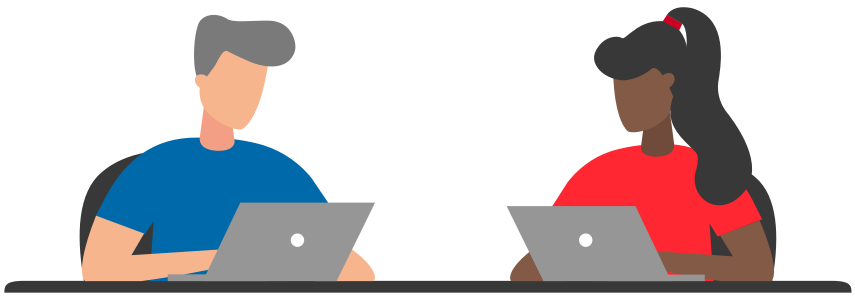
To ensure a successful project completion, style changes requested after approval of the sample will be assessed an additional editorial fee. Legislation added to the project must be approved and received prior to the established cutoff date. Following the delivery of the final code draft for proofing, any extensive changes requested in the code content, and/or any material added to the code that was not previously contemplated, will be subject to an additional proof update fee. Proofs not returned within 45 days may be subject to a proof update fee, if applicable.

THE REPUBLICATION PROCESS INCLUDES:

- Conversion to our codification database
- Removal and replacement of supplement numbers
- Updating of preliminary pages (title page, officials' page, and preface)
- New page numbers
- Editing and proofreading
- 10-point, Times New Roman font, single column format, unless otherwise instructed
- Incorporation of maps, diagrams, charts, and tables
- Preparation of table of contents and updating or creation of an index (if elected)
- Proofs provided for your review
- Posting your newly republished code online

THE REPUBLICATION PROCESS DOES NOT INCLUDE:

- Renumbering and/or reorganizing the structure of your code
- Legal Review by an attorney (quote available upon request)
- Substantive editing or changes to the text



Supplementation Services

Our supplementation process has been designed for timeliness, efficiency, simplicity, and most of all, for our customers' convenience. Supplements will be provided on your chosen schedule, and you will be billed on an annual basis. Color printing and an increase in the desired number of supplement hard copies may result in an increase in the annual fee.

We pride ourselves on a turnaround time of 40 to 45 days for printed supplements and can provide our always-up-to-date electronic update services within 15 days. The online code is updated within three days after shipping the supplement; there is no additional fee for this service. Rush supplements will be assessed an additional one-time fee. A recent analysis of our printed supplement services indicated an editorial error rate of less than 0.1 percent, which is made possible by our attention to detail, ongoing communication with our customers, and strict quality control checks to ensure we continue to produce the best printed and electronic supplements available in our industry. Any errors attributable to CivicPlus during the preparation, printing, and maintenance of the code will be corrected at no cost. The printed supplement process is outlined as follows:

Supplementation Process

1. **Initial Receipt** – The receipt of the new legislation will be acknowledged within 24 hours. Our production support team will record the adoption date, effective date, and ordinance number(s). You will be advised promptly if any pertinent information is missing from your submission. Your material will then be immediately forwarded to our supplement team for codification. If our OrdBank service is elected (advance legislation service), the legislation will be posted online within 48 hours as a PDF under "adopted legislation not yet codified" at this time.

   If you utilize OrdBank and a CivicPlus agenda and meetings management solution, your newly adopted legislation will be posted on the landing page of your online code of ordinances within one minute of sending said legislation to CivicPlus.

Printed Supplementation Process	
	Submission of Materials
	Editorial Review
	Mark Up
	Indexing
	Proofreading
	Corrections
	Printing & Shipping
	Upload to the Internet

2. **Editorial Review** – Our editorial team will review all ordinances received to determine whether the ordinance should be included in your code; where the ordinance should be placed; whether the ordinance conflicts with your existing code format; what material should be removed from your existing code; whether history notes will be added; what tables will be updated; and whether the table of contents in the front of the code and at the chapter/title level should be amended. If any significant errors or numbering issues are noted, your editor will contact you for clarification. Our editorial team will make no substantive changes to your legislation; however, minor typographical errors will be corrected as part of the supplement process. Should the editorial, legal, or proofreading team find discrepancies in your ordinances, we will communicate with you promptly.

   If you utilize OrdBank and our CivicPlus agenda and meetings management solution, the history notes throughout your code of ordinances will be automatically linked to the meeting in which your newly adopted legislation was considered. Your team and your residents will have permanent and instant access to the agenda, minutes, videos, and votes related to your legislation. Further, supplementation services with the OrdBank feature and our meetings and agenda management solutions can enjoy enhanced history notes. Click here to see a short demonstration.

3. **Indexing** – If an Index is elected, your supplement will be sent to our indexing team, where new legislation is indexed and cross-referenced in all appropriate locations.

4. **Proofreading** – The proofreader assigned to your editorial team will then examine your supplement line by line to ensure editorial accuracy, code hierarchy, and layout and confirm that your supplement is grammatically correct and free of errors in spelling and capitalization. Finally, your supplement is examined line by line again to ensure that the improvements made by the editorial team are thorough and accurate. The original ordinance is compared with the newly added text to ensure editorial accuracy.

5. **Posting the Supplement Online** – After your supplement has been completed, your online code will be updated within one to three days, and we will provide any electronic products requested. You will receive a notification that the website has been updated via email. If our CodeBank Compare + eNotify service is elected, subscribers will be notified when the online code is updated. When your code is updated, all internal cross-reference links are updated on our Online Code Hosting system.

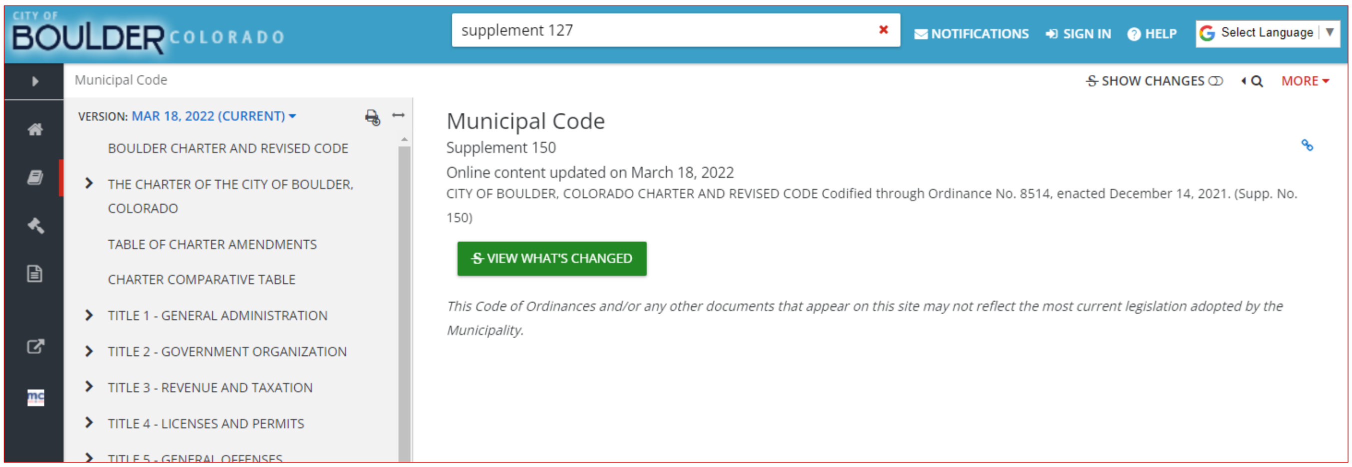
   With our OrdBank feature, each history note will be linked to the ordinance that amended the respective section. With our CivicPlus agenda and meetings management to Online Code Hosting integration, your OrdBank powered history notes will be permanently and automatically linked to the meetings in which the associated legislation was adopted.

6. **Printing and Shipping** – We will print, cut, hole-punch, insert divider tabs (if elected), and ship your supplement to you per your elected schedule.

Online Code Hosting

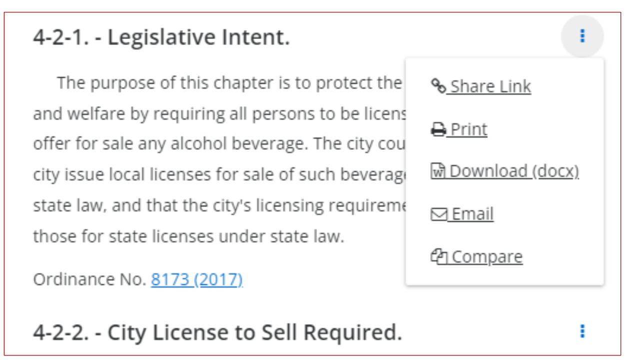
Our Online Code Hosting system is continuously enhanced and improved by our in-house team of Internet Technology professionals. It includes Standard and upgradeable Premium features, designed to provide a wide variety of additional capabilities for researching and navigating your code and preserving its history.

Our system is extremely user-friendly and requires no special training or login information. In addition, we offer a variety of on-demand video tutorials. We can also host a personalized training webinar for you and your staff to demonstrate our online features and capabilities before your new code goes live online.



Online Code Hosting Standard Features

Responsive Design – We designed our intuitive User Interface (UI) to provide easy access to our full suite of features from any device, including a tablet or mobile device running iOS or Android.



Print/Save/Email – With delivery available in Microsoft Word or PDF format, users can share a link, print, download (as a Microsoft Word document), or email files at the section, article, or chapter levels or even non-sequential sections from multiple portions of your code(s).

Not all codification companies enable you to download Microsoft Word documents directly from the website. Being able to do so enhances your ability to draft new legislation.

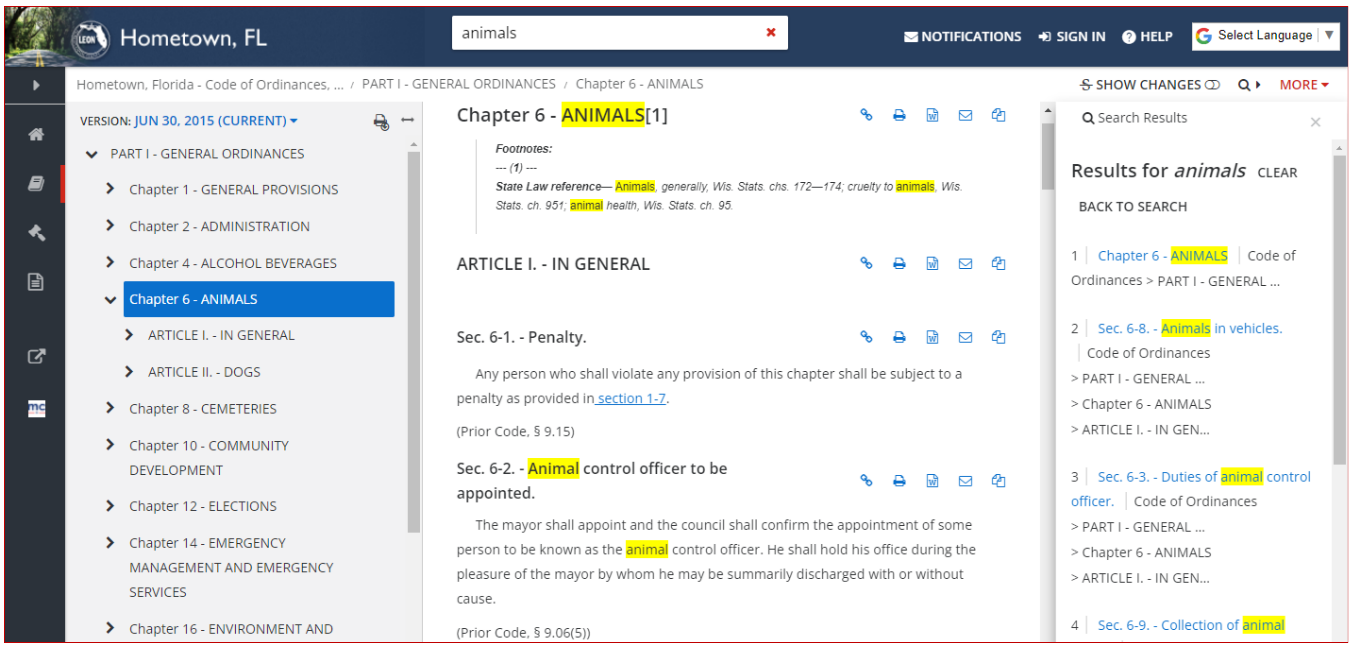
Social Media Sharing – You and your users can share code sections via Facebook and Twitter. This functionality makes it easier for you and your team to utilize social media to engage your community and enhance your level of transparency.

Browsing – Online Code Hosting provides a persistent breadcrumb trail when browsing or searching and a Previous/Next button at the top and bottom of any document you're viewing. The table of contents and content pane also sync as you scroll to deliver the most intuitive reading experience possible.

Ease of Navigation – Our collapsible table of contents, continuous next-hit feature, and internal and external hyperlinking and cross-referencing features simplify and enhance the navigation of your online code, allowing your staff and residents the capability of simultaneously searching your code, ordinances, minutes, resolutions, budgets, and more.

Searching – Our powerful search engine allows users to easily search the code using keywords or phrases and print, download, or email any portion of your code. Search starts on a dedicated page, then moves to a persistent right-hand sidebar as you cycle through the results, which enables a user to quickly move through search results and view results simultaneously. The section also indexes your code, returning more accurate, granular results. Search results can be sorted by relevance or book order.

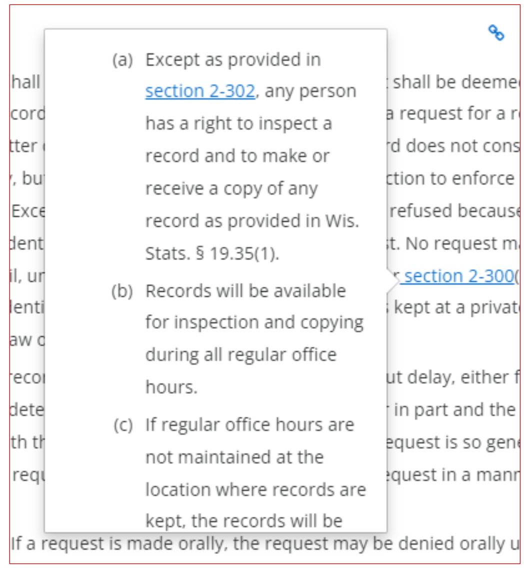
- **Advanced Searching** – Conduct searches using Natural Language (think Google) or Boolean Logic, including simple or advanced



searches supporting stemming, wildcards, proximity searches, and a global synonym list.

- **Multiple Publications** – Multiple publications (e.g., code, zoning) incorporated into the Online Code Hosting system will be searchable from one interface.
- **Narrow Searching** – Search terms can be applied to the entire code or narrowed within specific chapters or sections with the ability to sort results by relevance or book order.
- **Stored Searching** – Online Code Hosting allows all search result listings to be bookmarked under your browser's bookmark tabs; users need only conduct a search and press Ctrl+D to add the search result listing to your browser's tabs.
- **Searchable Ordinances** – With our OrdBank service, ordinances posted pre- and post-codification are full-text searchable.
- **Search All Content Types** – If you use our OrdBank or MuniDocs service, you can search any combination of your code, ordinances, and MuniDocs simultaneously; Search results are labeled for easy identification.

Internal Cross-Reference Linking – Cross-references within your code are linked to their respective destination article, chapter, or section.



Mouseover (clue tips) – Navigate to your code, and any linked cross-reference will quickly display in the pop-up preview window.

Collapsible TOC – The table of contents collapses, providing additional real estate with which you may view your code. Easily view your maps, graphs, and charts by enlarging the item.

Translation – Google Translate allows users to view our hosted codes in over 100+ languages.

Static Linking – Copy links of any section, chapter, or title to share via email or social media.

Scrolling Tables and Charts – Headers stay fixed while you scroll through the table/chart.

GIS – We can provide a permalink to any code section and assist staff in creating a link from your GIS system to relevant code sections.

In-line Images and PDFs – We take great care to ensure that your images match online and in print and are captured at the highest quality possible. Our online graphics can be enlarged by hiding the table of contents to maximize the image. CivicPlus can also incorporate PDFs of certain portions of the code that have particular viewing and layout requirements.

Public Notes – Post public notes or documents within the online code to inform residents about current issues pertinent to any specific section of your code.

Website Accessibility – The User Interface and all HTML content viewed via our Online Code Hosting System's web application are WCAG 2.1 Level AA compliant. While we take several steps to improve the accessibility of PDF documents uploaded to the Online Code Hosting System, we cannot guarantee full ADA compliance of PDF documents. If a fully ADA compliant PDF document is uploaded to our Online Code Hosting System, it will remain compliant while stored in our system. Each PDF document uploaded to our system is OCR scanned and document title, primary language, and other PDF metadata fields, and base level of tags for screen readers are set.

Hosting and Security – Our tech stack includes HTML5 and CSS3, Javascript (AngularJS), and a RESTful API written in C# running on .Net Core. All content is rendered in standard HTML and is viewable in all modern browsers, including PC: Microsoft Internet Explorer 10 or later, Firefox 3.6 or later, macOS®: Safari™ 5.0 or later, and Chrome 18 or later. We host our Online Code Hosting System in Microsoft's Azure Government secure cloud environment and guarantee an SLA of 99.95 percent uptime. SSL encryption is used by default to secure access to the site, and the entire system is backed up to multiple geographic locations within the Azure Government cloud ecosystem.

Support – Phone, email, and web support for residents and staff: 24-hour email response; phone support from 7 a.m. to 8 p.m. CT. We offer a variety of video tutorials, and we are always available to host a personalized webinar for you and your staff to demonstrate our online features.

Online Code Hosting Premium Features

There are multiple premium features available to enhance your staff and residents' experience using and searching through your code – most available for purchase in our Premium Bundle or à la carte.

Premium Bundle

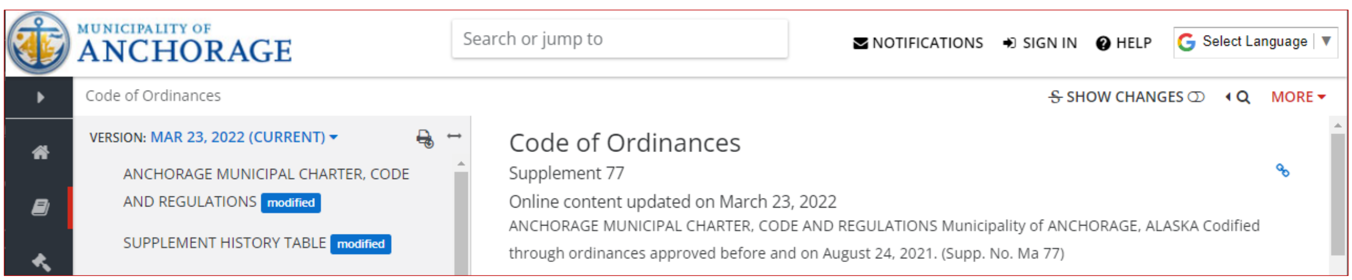
We recommend our Premium Bundle for the most transparent and feature-rich code possible at the best cost savings. The bundle includes our annual online code hosting and maintenance service along with each of the following features:

- Custom Banner
- CodeBank
- CodeBank Compare + eNotify
- OrdBank
- MuniPRO Service

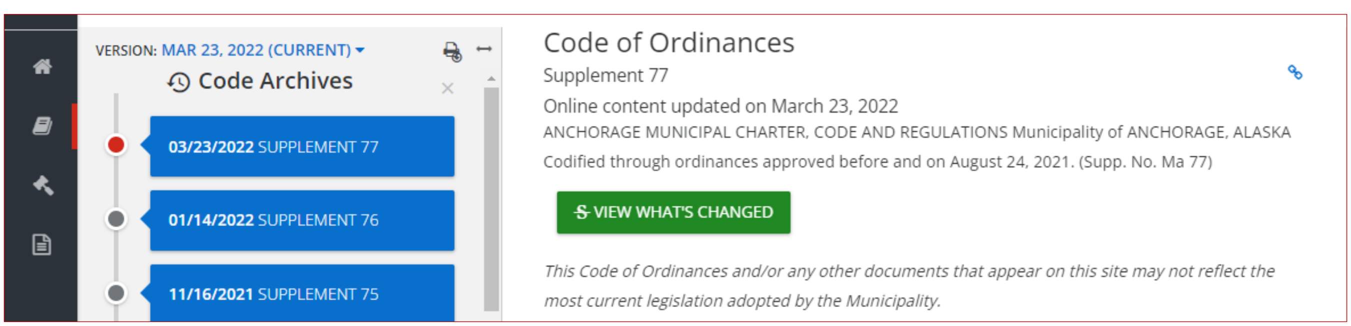
OrdLink and MuniDocs can be added to a Premium Bundle, if desired.

Summary of All Premium Features

Custom Banner – We can customize the look and feel of your code to match your website more closely.

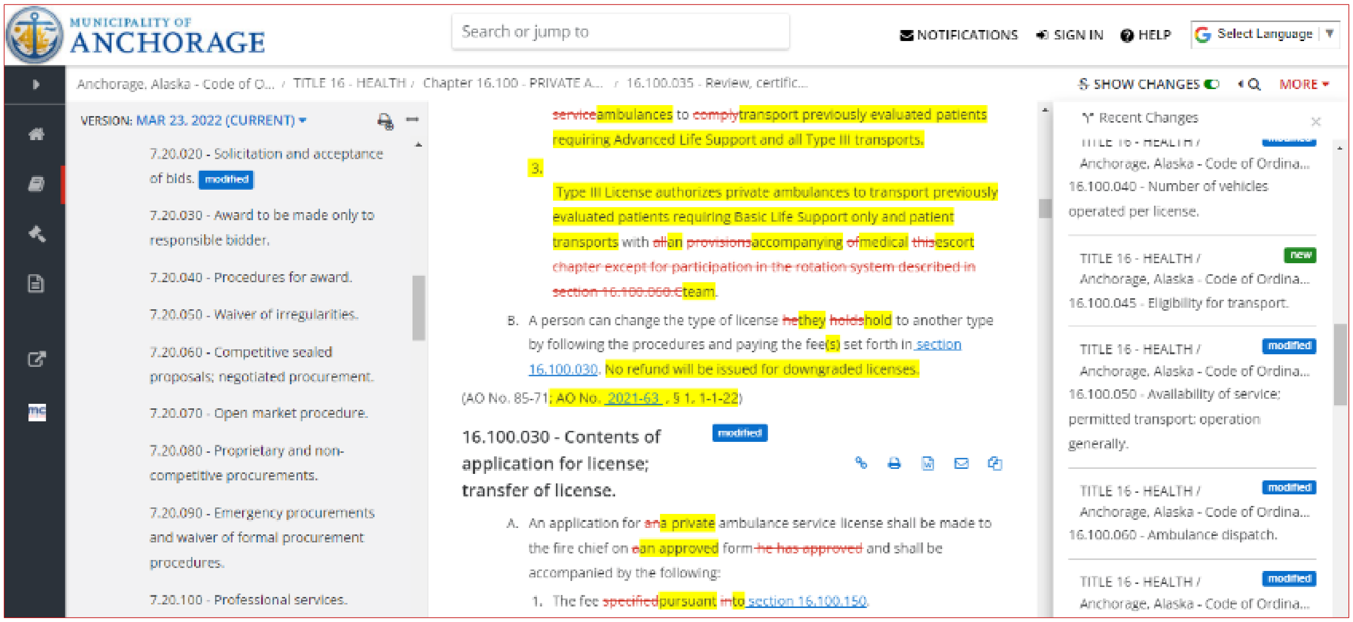


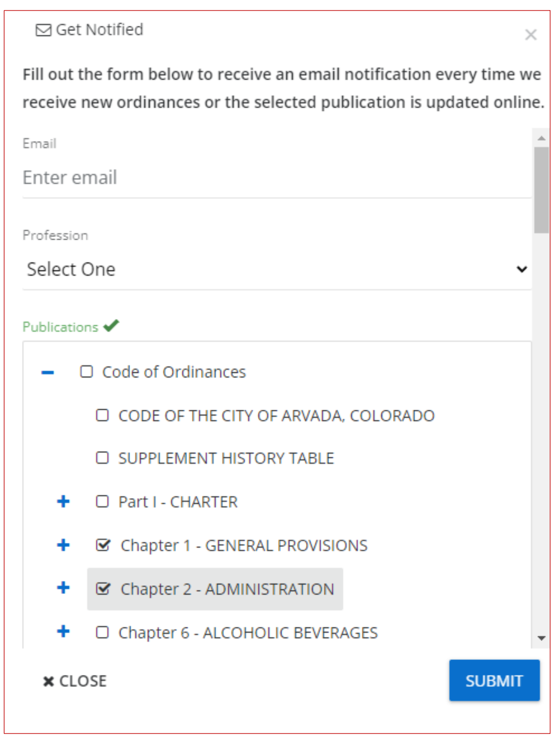
CodeBank – Our CodeBank feature provides an online archival system for previous supplements of your code. Empower your staff and residents to access every previous code version with one click.



CodeBank Compare + eNotify – Our CodeBank Compare service is a powerful feature that allows users to select a past version of your online code and compare it to any other version. The differences will be shown via highlights (added material) or strikethrough (deleted material). Users will be notified of the changes in the table of contents and within the text of the code via “modified,” “new,” or “removed” badges. Users can also select an option to view all of the changes in a single view, complete with strikethrough and highlights showing the specific textual changes made. In addition, the CodeBank Compare service will show all amendments to your code that were implemented during the most recent update. Please note that the CodeBank feature is required to access CodeBank Compare.

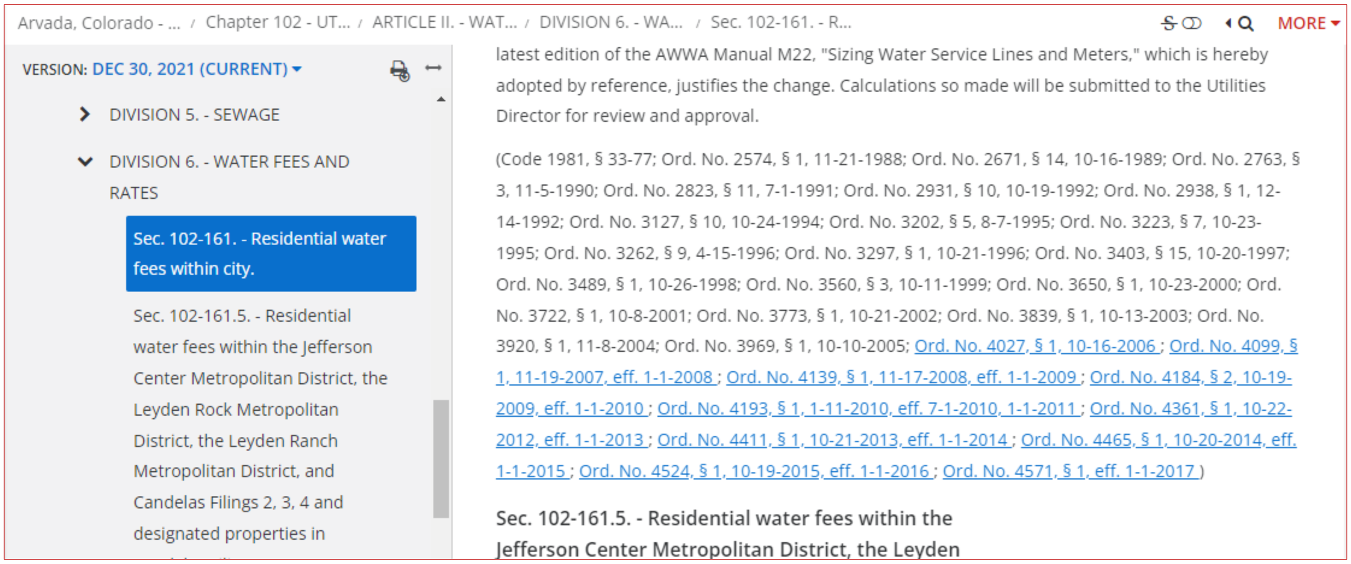
Our eNotify service allows users to enroll online and receive email notifications each time the online code is updated. Please note that



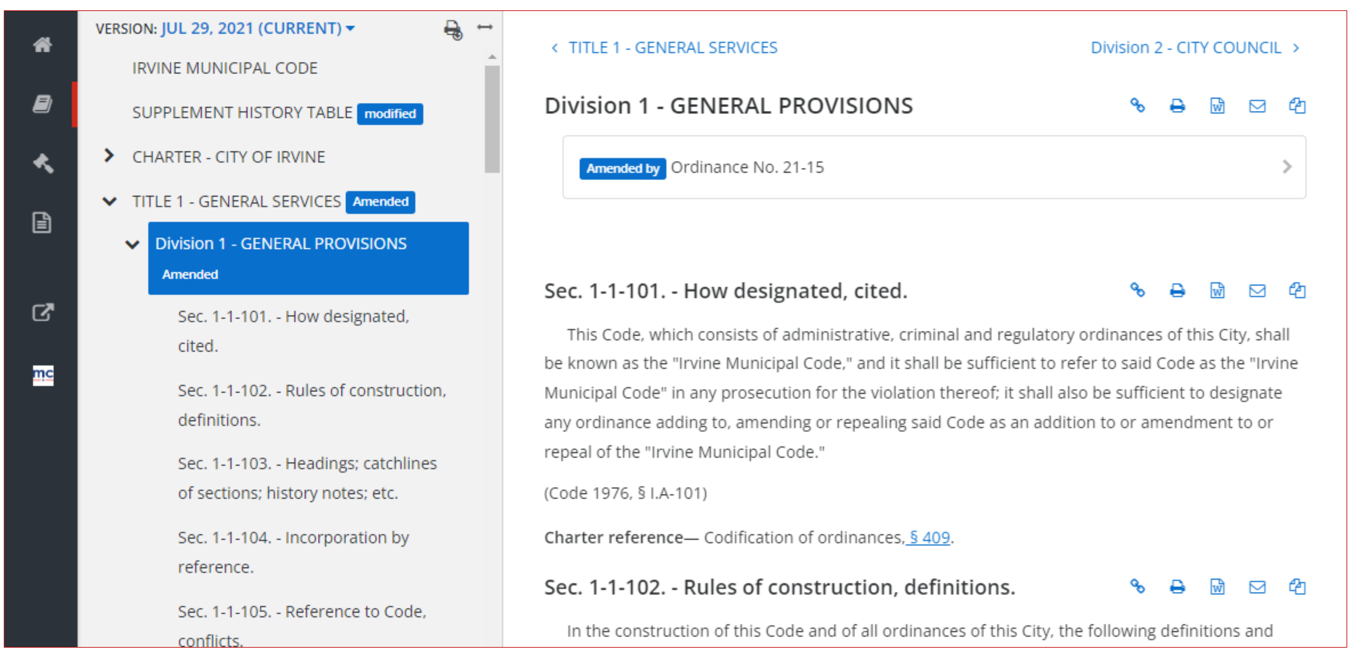


the CodeBank Compare feature is required to utilize the eNotify service.

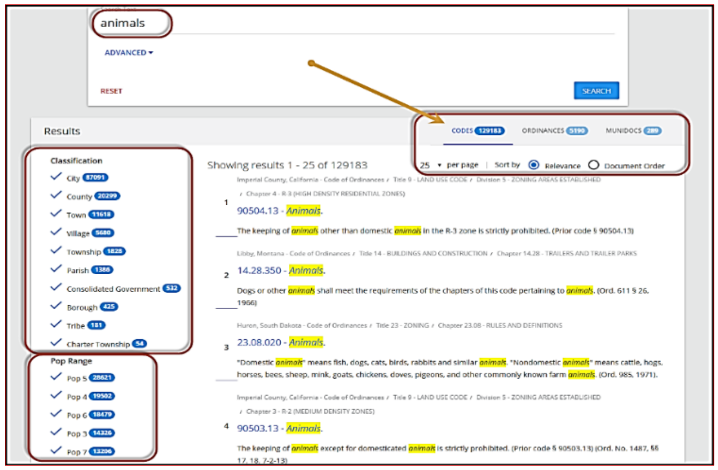
OrdBank – With our OrdBank solution, newly adopted, amendatory legislation will be posted online between supplements. Upon completion of your supplement, the ordinances will be linked in your history notes and stored in your OrdBank Repository under the "OrdBank" tab. All ordinances for codification and all ordinances for linking via our OrdBank feature can be emailed to us at municodeords@civicplus.com.



OrdLink – Before incorporating the ordinances into your code via supplementation, the OrdLink feature can hyperlink newly adopted amendatory ordinances to the amended code section. Linked sections are highlighted in the table of contents, and links are created from the amended sections to the new ordinances. Once the linked ordinances are incorporated into your code, they are added to your OrdBank repository and hyperlinked to your history notes. This service lets everyone know that new ordinances have been adopted. OrdLink must be purchased with OrdBank or as an addition to the Premium Bundle.



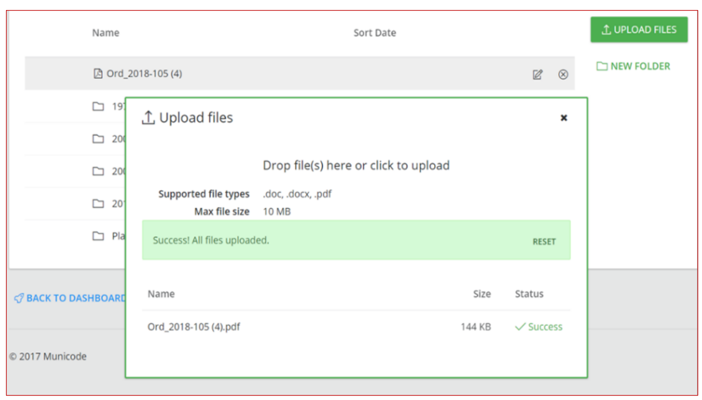
MuniPRO Services – MuniPRO searching allows you to search the over 4,000 codes we host (the entire country, a single state, or individually selected codes of your choosing). MuniPRO searches are ideal for researching local regulations of interest or discovering how other communities are dealing with similar issues. In addition, MuniPRO provides subscribers with the following tools:



- Multiple Code Search – Search all codes within one state, multiple codes within one state, or search all codes in the U.S. hosted by CivicPlus; search results are sorted by relevancy and indicate the source publication, showing excerpts and keyword highlighting.
- MuniPRO Saved Searches – Save frequently used or complex searches for easy retrieval from the MuniPRO Dashboard.
- MuniPRO Notes – Create a note and attach it to any section in any publication; note icons are present when viewing the section, alerting the user to a previously written note; a global listing of notes can be accessed and managed from the MuniPRO Dashboard.
- MuniPRO Drafts – Begin a new ordinance draft to keep track of pending legislation.
    - Draft icons are present when viewing the section, alerting the user to a previously created draft.
    - A global listing of drafts can also be accessed and managed from the MuniPRO Dashboard.

MuniDocs – MuniDocs allows you to upload many types of documents to browse and search alongside your online code and is fully searchable and filterable. After users log in, they are presented with a dashboard that allows them to upload new documents and manage previously uploaded documents. When uploaded, users can pick from a list of predefined document types.

Uploading a document is as simple as dragging and dropping the document from your computer into the upload dialog box on the admin dashboard. Uploaded documents are immediately converted to PDF and indexed for search. Users may upload .rtf, .doc, .docx, and .pdf documents and organize these documents by nested folders. The public can then browse and search these documents immediately.



Your MuniDocs files can also serve as storage for archived ordinances within MuniDocs. Unlike our online OrdBank feature, these self-loaded archived ordinances will not be linked to the legislation within the online code.

Investment Proposal

CivicPlus can appreciate the monetary constraints facing our governments each day. To help ease these concerns and assist with budgeting and planning, our proposed project and pricing is valid for 90 days from June 8, 2023.

Republication

- Conversion of code through December 2018
- single column, 10-point font pages
- Includes Zoning
- Removal of supplement numbers
- Updating of preliminary pages (title page, officials' page, and preface)
- New page numbers
- Standardizing text style for consistency from provided options
- Incorporation of graphics and tabular matter
- One printed copy of the new code with divider tabs (freight invoiced upon shipment)
- Current code can be posted online as a PDF during conversion and republication project

Online Code Hosting

- Mobile friendly site with full functionality and optimal screen resolution on all devices
- In-line images with scrolling tables and charts
- Narrow, pinpoint, and advanced (including Boolean) searching
- Previous and hit buttons
- Persistent breadcrumb trail
- Print or save as formatted Word (DOCX)
- Premium Bundle – Custom Banner, CodeBank, CodeBank Compare + eNotify, OrdBank, and MuniPro Service

Supplementation

- Supplementation of legislation permanent and general in nature (omitted legislation not included)
- Includes Land Usage
- Acknowledgment of material
- Editorial work, proofreading, and updating the index
- Updating online code upon completion of each supplement
- Printing up to three black and white copies per print schedule elected, includes instruction sheet and checklist of up-to-date pages
- Freight for supplements
- Images, graphics, and tabular matter

Investment	One-Time	Renewable
Republication	$0.00	N/A
Supplementation	N/A	$2,500
Online Code Hosting	N/A	$550
Total	$0.00	$3,050

Standard Invoicing

Additional Fees

- Sales tax will be applied, if applicable
- Actual freight costs will be submitted for initial code delivery, but excluded from annual supplement cost
- Inclusion of adopted legislation

Invoicing

- An initial term shall commence upon contract signing and continue for 12 months
- The initial invoice will be sent four months from contract signing
- Annual recurring services shall be invoiced at the start of each one-year renewal term and be subject to a 5% increase beginning in Year 3 of your contract
- Any additional fees incurred during the republication and conversion project (“Conversion”) phase will be invoiced separately upon the completion of the Conversion

Proposal as Non-Binding Document

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract.

Optional Enhancements

We are confident in the ability of our proposed project to meet your main needs. However, we recommend the following options that could positively impact your experience and goals.

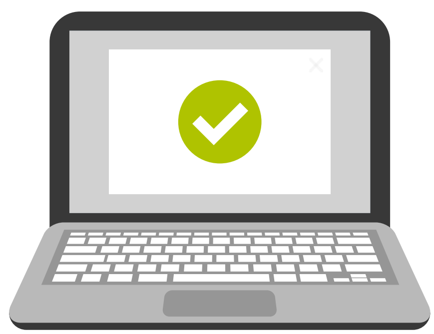
Optional Services & Tools	One-Time	Annual
Republication		
Reorganization, renumbering, or legal review of code content	Quote upon request	N/A
3-post expandable binder, with stamping	$70 each	N/A
3-ring vinyl binders, stamping not available	$20 each	N/A
Additional tabs	$35 per set	N/A
Supplementation		
Upgrade to Full-Service Schedule Plus: Schedule increased to monthly print or monthly electronic	N/A	$1,500
Code in Microsoft Word (DOCX) (sent via email download)	N/A	$200
Adobe PDF of the complete code (sent via email download)	N/A	$200
Adobe PDF of each supplement (sent via email download)	N/A	$200
State Statute Linking	$75/hour	$450
Additional copies, reprints, binders, and/or tab orders	Quote upon request	
Legal services, creation of fee schedules, gender neutral review/implementation, and/or external linking	Quote upon request	
Codifying a: • Complete replacement of complex subject matter such as, but not limited to, Zoning (or equivalent) • New adopted full Chapter/Title Appendix • Newly adopted term change legislation	Quote upon request	N/A
The addition of Manuals, Policies, Procedures, Comprehensive Plans, Land Use, Unified Codes, Zoning (or equivalent).	Quote upon receipt of material	
Online Code Hosting		

Online Code Hosting Only	N/A	$550
Custom Banner	$250	N/A
CodeBank	N/A	$175
CodeBank Compare + eNotify	N/A	$275
OrdBank	N/A	$550
OrdLink (must be purchased with OrdBank)	N/A	$175
MuniPRO Service	N/A	$350
MuniDocs (includes 25GB of storage)	N/A	$400
Premium Bundle: Custom Banner, CodeBank, CodeBank Compare + eNotify, OrdBank, and MuniPRO Service	N/A	$1,375

Additional Solutions & Services

Our Civic Experience Platform provides a bridge between residents and governments for positive interactions. We offer the following solutions and services for our customers:

- Municipal Websites
- Meetings and Agenda Management
- Codification
- Emergency and Mass Notifications
- Parks and Recreation Management
- 311 and Citizen Relationship Management
- Process Automation and Digital Services
- Public Works
- Fire and Life Safety Inspections
- Planning, Permitting, Licensing, and Code Enforcement
- Web Governance and ADA Remediation (ADA Compliance, Quality Assurance, Internal Policy Compliance, Site Functionality Optimization)
- Social Media Archiving
- FOIA Management



Visit our website or reach out to your Account Executive for additional information, to schedule a demo, or to obtain a quote.

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: 7/5/2023

SUBJECT: #8.2 Replace Outside Huck Letters (Sign) at the Huck Olson Memorial Civic Center.

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

MOTION TO: Accept the scope of work quoted by Northern Manufacturing and Powder Coating at the Huck Olson Memorial Civic Center.

BACKGROUND: The Letters on the Outside of the Huck Arena have fallen off the building and need to be replaced. The plastic letters have been on backorder for almost a year. All Huck Olson Memorial Civic Center Letters would be replaced by using 12-gauge sheet metal providing lifetime longevity for the letters on the outside of the building.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The quote from Northern Manufacturing and Powder Coating is listed at $3,002.51 and would be paid for using arena bond funds.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Collins, Executive Director, VenuWorks of TRF, LLC

ATTACHMENTS:
None

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: 7/5/2023

SUBJECT: #8.3 Approve to Replace Water Softener in Compressor Room at the Ralph Engelstad Arena.

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

MOTION TO: Accept the scope of work quoted by Lee Plumbing at the Ralph Engelstad Arena.

BACKGROUND: The Water Softener is currently leaking and is at the end of its useful life and needs to be replaced. The life expectancy for this current model is 10 to 15 years.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The quote from Lee Plumbing is listed at $8,375 and would be paid for using arena bond funds.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Collins, Executive Director, VenuWorks of TRF, LLC

ATTACHMENTS:
None

Summary of Performance Evaluation of Angie Philipp, City Administrator

At the June 20, 2023 meeting of the City Council, the meeting was closed by the council to evaluate the job performance of Angie Philipp, City Administrator. 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.

As a summary of it's conclusions, the council found that Ms. Philipp:

1. Has made efforts to have more meetings with her staff and that communication is key.

2. That the council has received no complaints and it is good to see steps taken to move forward.

3. That if the Administrator needs help, she should reach out to administrative services or committee chairs.

4. That some procedural issues may benefit from better direction from the Council and there may be a need to more clearly define the supervision structure and who reports to whom.

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: 7/5/2023

SUBJECT: #8.5 Concourse Paint for Ralph Engelstad Arena in Thief River Falls.

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

MOTION TO: To accept the scope of work quoted by Technical Coating Supply at the Ralph Engelstad Arena.

BACKGROUND: The concourse at Ralph Engelstad Arena is experiencing excessive wear and tear to its concourse paint and needs to be repaired.

KEY ISSUES:

FINANCIAL CONSIDERATIONS: The quote from Technical Coating Supply is listed at an expense of up to $5,000 and would be paid for using arena bond funds.

LEGAL CONSIDERATION:

DEPARTMENT/RESPONSIBLE PERSON: Travis Collins, Executive Director, VenuWorks of TRF, LLC

ATTACHMENTS:
None