

COUNCIL PROCEEDINGS

Wednesday, July 5, 2023

CALL TO ORDER

This meeting is officially called to order at 5:30 p.m. on July 5, 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 and Aarestad. The following Councilmember was absent: Lorensen. Mayor Holmer chaired the meeting.

PUBLIC FORUM

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION ANNOUNCEMENTS

- Zehlian's Art & Wine Walk Presentation - Carol Ihle & Natasha Reiersen

APPROVE AGENDA

Councilmember Jason Aarestad motioned, being seconded by Councilmember Scott Pream, to approve the agenda with the addition of 8.06 and 8.07.

On vote being taken, the resolution was unanimously passed.

CONSENT AGENDA

RESOLUTION NO. 07.149.23: Approval of June 20, 2023 Council Proceedings

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced Resolution No. 07.149.23, being seconded by Councilmember Anthony Bolduc, that:

THEREFORE, BE IT RESOLVED By the City Council, to approve June 20, 2023 Council Proceedings.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 07.150.23: City of Thief River Falls Bills and Disbursements and Council Per Diems

Presented as part of the Consent Agenda, Councilmember Jason Aarestad introduced Resolution No. 07.150.23, 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 \$ 1,127,018.01 and council per diem in the amount of \$ 422.50. A printout of the approved payments, disbursements are attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

NEW BUSINESS

RESOLUTION NO. 07.151.23: American Legion Post 117 Temporary Intoxicating Liquor License with Addendum July 15, 2023

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 07.151.23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, 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.

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 with Addendum effective July 15, 2023, from 9 pm to 1 am.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 07.152.23: American Legion Post 117 Temporary Intoxicating Liquor License with Addendum July 14, 2023

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 07.152.23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, 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.

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 with Addendum effective July 14, 2023, from 9 pm to 1 am.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 07.156.23: Eagles Temporary Intoxicating Liquor License with Addendum August 17 & 18, 2022

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 07.153.23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, 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.

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 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.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 07.153.23: Approve Municode Codification by Civic Plus Republication and Online Code Hosting Service

Following discussion, Councilmember Scott Pream introduced Resolution No. 07.154.23, being seconded by Councilmember Jason Aarestad, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED Authorize the City Administrator and Mayor to fully execute the contract with Civic Plus for an online code hosting system.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 07.154.23: Approve Replacing Outside Huck Letters (Sign) at the Huck Olson Memorial Civic Center.

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 07.155.23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED Accept the scope of work quoted by Northern Manufacturing and Powder Coating at the Huck Olson Memorial Civic Center.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 07.155.23: Approve to Replace Water Softener in Compressor Room at the Ralph Engelstad Arena.

Following discussion, Councilmember Scott Pream introduced Resolution No. 07.156.23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, 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.

THEREFORE, BE IT RESOLVED Accept the scope of work quoted by Lee Plumbing at the Ralph Engelstad Arena.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 07.159.23: Summary of City of Administrator Performance Review
Delray Sparby presented Summary of City of Administrator Performance Resolution No. 07.159.23.

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 its 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.

RESOLUTION NO. 07.157.23: Approval of Concourse Paint for Ralph Engelstad Arena in Thief River Falls

Following discussion, Councilmember Jason Aarestad introduced Resolution No. 07.157.23, being seconded by Councilmember Anthony Bolduc, that:

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

THEREFORE, BE IT RESOLVED To accept the scope of work quoted by Technical Coating Supply at the Ralph Engelstad Arena.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 07.158.23: Approve to Replace AC Unit Compressor for Air Conditioning in Imperial Room at Ralph Engelstad Arena

Following discussion, Councilmember Anthony Bolduc introduced Resolution No. 07.157.23, being seconded by Councilmember Steve Narverud, that:

WHEREAS, The AC Unit Compressor is currently broken and is at the end of its useful life and needs to be replaced. This AC Unit is for the Imperial Room.

THEREFORE, BE IT RESOLVED To accept the scope of work quoted by Brodin Comfort Systems at the Ralph Engelstad Arena – Imperial Room.

On vote being taken, the resolution was unanimously passed.

Sidewalk/Steps at Arena Discussion

Mayor Holmer led discussion regarding moving forward with obtaining quotes for the sidewalk and steps for the arena. Need to investigate fire code regulations and ADA compliance. Follow up with Greg Hufnagle, Building Official and Rick Beier, Fire Chief.

COUNCIL BOARDS AND COMMISSIONS REPORTS

- Councilmember Scott Pream mentioned Jamie Bakken with the Pioneer Village would like to give a shout out to the Public Works for all the work they do for them.
- Councilmember Jason Aarestad commented the fair is next week, have fun and be careful.

- Mayor Holmer mentioned to council to please sign up for the CGMC Conference. Mayor also mentioned he is now on the LMC Board.
- Travis Giffen, Public Works Director mentioned the NW Corner Street project paving started. Also, signs such as garage sale signs are not allowed in right away. Mosquito spraying will happen before the fair.

UPCOMING MEETINGS

- 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

ADJOURNMENT

There being no further discussion, Councilmember Anthony Bolduc, being seconded by Councilmember Megan Arlt to adjourn at 6:22 p.m. On vote being taken, the Chair declared the motion unanimously carried.

Brian D. Holmer, Mayor

Attest: _____
Angela Philipp, City Administrator