

COUNCIL PROCEEDINGS

November 22, 2005

The City Council of Thief River Falls, Minnesota, met in regular session at 5:00 p.m., on November 22, 2005 in the Council Chambers of City Hall. The following Councilmembers were present: Blacklance, Carlson, Cullen, Kajewski, Schmalz, and Worker. Councilmember Holten and Mayor Wennberg were absent. Vice-Mayor Carlson chaired the meeting.

APPROVAL OF COUNCIL PROCEEDINGS

The City Council reviewed the November 8, 2005 Council Proceedings. Following discussion, Councilmember Cullen moved, being seconded by Councilmember Worker, to approve the November 8, 2005 Council Proceedings as presented. On vote being taken, the Chairman declared the motion unanimously carried.

RESOLUTION NO. 11-232-05: APPROVAL OF PAYMENT OF BILLS

Councilmembers Cullen and Schmalz indicated they reviewed the bills prior to the meeting. Following discussion, Councilmember Schmalz introduced Resolution No. 11-232-05, being seconded by Councilmember Cullen, that:

RESOLVED, by the City Council, to authorize payment of the second half of November bills in the amount of \$209,344.19 and the November 1 - 18, 2005 prepayments in the amount of \$796,134.95. A printout of the bills approved for payment is attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-233-05: APPROVAL OF CONTRACT WITH WIDSETH, SMITH, NOLTING FOR DESIGN OF PUBLIC LIBRARY SOUTH ENTRANCE

Barbara Jauquet-Kalinoski, Regional Library Director, presented a proposal that was recommended for approval by the Public Works Committee. Following discussion, Councilmember Blacklance introduced Resolution No. 11-233-05, being seconded by Councilmember Cullen, that:

RESOLVED, by the City Council, to accept the Public Works Committee's recommendation to authorize and direct the City Administrator to execute a contract with Widseth, Smith, Nolting to design a south entrance into the Thief River Falls Public Library, not to exceed a cost of \$5,000.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-234-05: APPROVAL OF SUBMITTAL OF ADA GRANT APPLICATION FOR PUBLIC LIBRARY RENOVATIONS

A Public Works Committee recommendation was presented. Following discussion, Councilmember Cullen introduced Resolution No. 11-234-05, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to accept a Public Works Committee recommendation to submit a grant application to the State of Minnesota for Americans with Disabilities Act (ADA) grant funds for renovations and improvements to the Thief River Falls Public Library.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-235-05: APPROVAL OF DESIGNATION OF CAPITAL REVOLVING FUND DOLLARS FOR PUBLIC LIBRARY RENOVATIONS

A Public Works Committee recommendation was presented. Following discussion, Councilmember Schmalz introduced Resolution No. 11-235-05, being seconded by Councilmember Cullen, that:

RESOLVED, by the City Council, to accept a Public Works Committee recommendation to designate \$30,000 of Capital Revolving Funds towards a matching grant through the State of Minnesota – Americans with Disabilities Act grant program for renovations and improvements to the Thief River Falls Public Library.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-236-05: APPROVAL OF CAFÉ RHOMBUS INTOXICATING LIQUOR LICENSE

An Administrative Services Committee recommendation was presented. Following discussion Councilmember Kajewski introduced Resolution No. 11-236-05, being seconded by Councilmember Cullen, that:

RESOLVED, by the City Council, to accept an Administrative Services Committee recommendation to grant Café Rhombus, 1582 Highway 59 SE, Thief River Falls, an Intoxicating Liquor License, effective November 23, 2005 through December 31, 2005.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-237-05: ADOPTION OF ELECTED OFFICIAL OUT-OF-STATE TRAVEL POLICY

An Administrative Services Committee recommendation was presented. Following discussion, Councilmember Schmalz introduced Resolution No. 11-237-05, being seconded by Councilmember Blacklance, that:

WHEREAS, the City of Thief River Falls recognizes that its elected officials may at times receive value from traveling out of the state for workshops, conferences, events, and other assignments.

NOW THEREFORE, BE IT RESOLVED, by the City Council, to accept the Administrative Services Committee's recommendation to adopt the following "Elected Official Out-of-State Travel Policy" guidelines:

1. The event, workshop, conference, or assignment must be approved in advance by the City Council at an open meeting and must include an estimate of the cost of the travel. In evaluating the out-of-state travel request, the City Council will consider the following:
 - A) Whether the elected official will be receiving training on issues relevant to the city or to his or her role as the Mayor or as a council member;
 - B) Whether the elected official will be meeting and networking with other elected officials from around the country to exchange ideas on topics of relevance to the City or on the official roles of local elected officials;
 - C) Whether the elected official will be viewing a city facility or function that is similar in nature to one that is currently operating at, or under consider, by the City where the purpose for the trip is to study the facility or function to bring back ideas for the consideration of the full council;
 - D) Whether the elected official has been specifically assigned by the Council to visit another city for the purpose of establishing a goodwill relationship such as a "sister-city" relationship;
 - E) Whether the elected official has been specifically assigned by the Council to testify on behalf of the City at the United States Congress or to otherwise meet with federal officials on behalf of the City; and/or
 - F) Whether the City has sufficient funding available in the budget to pay the cost of the trip.
2. No reimbursements will be made for attendance at events sponsored by or affiliated with political parties.
3. The City may make payments in advance for airfare, lodging, and registration if specifically approved by the City Council. Otherwise all payments will be made as reimbursements to the elected official.
4. The City will reimburse for transportation, lodging, meals, registration, and incidental costs using the same procedures, limitations, and guidelines outlined in the City's policy for travel by City employees.

5. Any exceptions to this policy shall be made by City Council resolution.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-238-05: APPROVAL OF MMUA SAFETY TRAINING CONTRACT

An Administrative Services Committee recommendation was presented. Following discussion, Councilmember Cullen introduced Resolution No. 11-238-05, being seconded by Councilmember Worker, that:

RESOLVED, by the City Council, to accept an Administrative Services Committee recommendation to authorize and direct the City Administrator to execute a contract with Minnesota Municipal Utilities Association (MMUA) to administer the City's Safety and Compliance Management Program effective January 1, 2006 through December 31, 2006 at a cost of \$20,000 to the City.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-239-05: APPROVAL OF TAX ABATEMENT POLICY

An Administrative Services Committee recommendation was presented. Following discussion, Councilmember Cullen introduced Resolution No. 11-239-05, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to accept the Administrative Services Committee's recommendation to adopt a Tax Abatement Policy involving the City of Thief River Falls and Pennington County.

On vote being taken, the resolution was passed by a five yes, one (Schmalz) vote.

RESOLUTION NO. 11-240-05: APPROVAL OF WATER RATE INCREASE

A Public Utilities Committee recommendation was presented. Following discussion, Councilmember Schmalz introduced Resolution No. 11-240-05, being seconded by Councilmember Kajewski, that:

WHEREAS, the City of Thief River Falls owns and operates a municipal water utility;
and

WHEREAS, the City Council sets the rates for the sale of water to retail customers; and

WHEREAS, the City Council uses the revenue from the sale of water to retail customers for operation, maintenance, installation of water distribution system, financing loans and bonds, and other expenses of the Water Department; and

WHEREAS, the City Council has determined that a change in water rates is needed.

THEREFORE, BE IT RESOLVED, by the City Council, that the existing water utility rates shall be in effect only for billings up to and including December 31, 2005, and

BE IT FURTHER RESOLVED, that the following water utility rates shall be in effect for billings from and after January 1, 2006, until thereafter amended:

WATER UTILITY RATES EFFECTIVE JANUARY 2006 BILLING

Determination of Rate: As provided by City Ordinance, the City shall determine the rate at which a customer is charged.

State Sales Tax: Where applicable, the water utility rates shown below are subject to state sales tax.

Monthly Service Charge: The monthly service charge is the minimum charge and is in addition to any volume charge. A customer served by more than one meter shall be billed a service charge for each meter.

Monthly Service Charge:

Service Size	Charge
5/8" & 3/4"	\$10.75
1"	\$21.50
1-1/4"	\$34.00
1-1/2"	\$48.00
2"	\$85.00
3"	\$192.00
4"	\$340.00
6"	\$766.00

Volume Charge per 1,000 gallons: The volume charge, to be billed monthly, is as follows:

Usage	Charge
First 10,000 gallons	\$2.55 per 1,000 gallons
10,001 to 2,000,000 gallons	\$2.65 per 1,000 gallons
More than 2,000,001 gallons	\$2.35 per 1,000 gallons

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-241-05: APPROVAL OF CERTIFICATE OF SURVEY FOR JERRY UNRUH, PROPERTY LOCATED ALONG 1000 BLOCK OF SOUTH ELEVENTH STREET

A Planning Commission recommendation was presented. Following discussion Councilmember Kajewski introduced Resolution No. 11-241-05, being seconded by Councilmember Schmalz, that:

WHEREAS, pursuant to proper notice, the Planning Commission conducted a public hearing to consider a Certificate of Survey submitted by Jerry Unruh, owner of property located along the 1000 block of South Eleventh Street, and,

WHEREAS, the Planning Commission recommends that the City Council approve the Certificate of Survey as submitted; and,

WHEREAS, after a recommendation by the Public Works Director, the City Council indicated it would approve a Certificate of Survey with amended boundary lines.

THEREFORE, BE IT RESOLVED, by the City Council, to accept the Planning Commission's recommendation and approve a Certificate of Survey, with amendments to the boundary lines, on property legally described in an attachment to these Council Proceedings.

On vote being taken, the resolution was unanimously passed.

ADJOURNMENT

There being no further discussion, Councilmember Cullen moved, being seconded by Councilmember Kajewski, to adjourn the meeting. On vote being taken, the Chairman declared the motion unanimously carried and the meeting adjourned until November 29, 2005 at 5:00 p.m.

Dave Carlson, Vice-Mayor

Attest: _____
Jodie R. Torkelson, City Administrator