

COUNCIL PROCEEDINGS

November 28, 2006

The City Council of Thief River Falls, Minnesota, met in regular session at 5:00 p.m., on November 28, 2006 in the Council Chambers of City Hall. The following Councilmembers were present: Blacklance, Cullen, Holten, Kajewski, Schmalz, Worker, and Acting Mayor Carlson. No Councilmembers were absent. Acting Mayor Carlson chaired the meeting.

APPROVAL OF COUNCIL PROCEEDINGS

The City Council reviewed the November 14, 2006 Council Proceedings. Following discussion, Councilmember Cullen moved, being seconded by Councilmember Kajewski, to approve the November 14, 2006 Council Proceedings as presented. On vote being taken, the Chairman declared the motion unanimously carried.

RESOLUTION NO. 11-220-06: APPROVAL OF PAYMENT OF BILLS

Councilmember Blacklance and Acting Mayor Carlson indicated they reviewed the bills prior to the meeting. Following discussion, Councilmember Blacklance introduced Resolution No. 11-220-06, 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 \$352,381.81 and the November 1 - 22, 2006 prepayments in the amount of \$1,119,065.26. 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. 11-221-06: APPROVAL OF SCDP COMMERCIAL REHAB PROJECTS FOR BEAUTIFUL BEGINNINGS AND DANNY'S PIZZA

Mike Moore, Community Development Director, presented a Community Development Advisory Board recommendation. Following discussion, Councilmember Cullen introduced Resolution No. 11-221-06, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to approve a Community Development Advisory Board recommendation to grant Beautiful Beginnings a \$25,000 SCDP loan and Danny's Pizza a \$25,000 SCDP loan to complete remodeling projects.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-222-06: AUTHORIZING THAT AN ARCHAEOLOGICAL STUDY BE CONDUCTED AT THE PROPOSED GREENWOOD STREET BRIDGE SITE

A Public Works Committee recommendation was presented. Following discussion, Councilmember Schmalz introduced Resolution No. 11-222-06, being seconded by Councilmember Cullen, that:

WHEREAS, the State of Minnesota has indicated that, because the area proposed for the Greenwood Street Bridge may contain archaeological sites, an archaeological study must be completed.

THEREFORE, BE IT RESOLVED, by the City Council, to accept the Public Works Committee's recommendation to authorize and direct the Minnesota Department of Transportation to select a contractor, and administer the contract, for an archaeological study of the area proposed for construction of the Greenwood Street Bridge.

BE IT FURTHER RESOLVED, that the City of Thief River Falls shall be responsible for 20% of the study cost, with Mn/DOT responsible for the remaining 80% of the cost.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-223-06: APPROVAL OF CONTRACT WITH SRF CONSULTING GROUP FOR TRAFFIC NOISE ASSESSMENT – GREENWOOD STREET BRIDGE PROJECT

A Public Works Committee recommendation was presented. Following discussion, Councilmember Schmalz introduced Resolution No. 11-223-06, being seconded by Councilmember Kajewski, that:

WHEREAS, the following quotes were obtained for a traffic noise assessment study at the proposed Greenwood Street Bridge site:

David Braslau Associates, Inc.	Not to Exceed	\$10,900
HDR Engineering, Inc.	Not to Exceed	\$ 7,000
SRF Consulting Group, Inc.	Not to Exceed	\$ 4,500

THEREFORE, BE IT RESOLVED, by the City Council, to accept the Public Works Committee's recommendation to enter into an agreement with SRF Consulting Group, Inc., to conduct a Traffic Noise Assessment Study for the Greenwood Street Bridge project. The City shall be billed on an hourly basis, with the cost to the City not to exceed \$4,500.00.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-224-06: APPROVAL OF RATES FOR STREET DEPARTMENT FEES

A Public Works Committee recommendation was presented. Following discussion, Councilmember Worker introduced Resolution No. 11-224-06, being seconded by Councilmember Cullen, that:

RESOLVED, by the City Council, to accept a Public Works Committee recommendation to establish the following fees, effective January 1, 2007:

Aggregate Base Street Cut	\$425.00
Aggregate Surfaced Street Cut	\$325.00
Bituminous Repair	\$400.00
Gravel Alley	\$200.00
Snow Hauling	\$ 19.00 per load
Motor Grader with Operator	\$ 58.00 per hour
Case Loader with Operator	\$ 58.00 per hour
Tandem Truck with Operator	\$ 48.00 per hour

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-225-06: ADOPTING CITY'S SNOW REMOVAL POLICY

A Public Works Committee recommendation was presented. Following discussion, Councilmember Black-lance introduced Resolution No. 11-225-06, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to accept a Public Works Committee recommendation to adopt the City of Thief River Falls' Snow Plowing Policy, a policy outlining the current equipment available and guidelines/procedures established for the removal of snow in the City. Said policy shall include revisions as directed by the City Council.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-226-06: ACCEPTANCE OF RESIGNATION OF DOUGLAS STACK, PART-TIME PUBLIC WORKS MAINTENANCE (AIRPORT) EMPLOYEE

A Public Works Committee recommendation was presented. Following discussion, Councilmember Worker introduced Resolution No. 11-226-06, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to accept a Public Works Committee recommendation to accept the resignation of Douglas Stack, part-time Public Works Maintenance (Airport) employee, effective November 16, 2006.

BE IT FURTHER RESOLVED, to post a vacancy announcement internally and externally to fill this position.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-227-06: APPROVAL OF PROGRESSION RAISE FOR BRIAN JACOBSON, SYSTEMS MANAGER

A Public Utilities Committee recommendation was presented. Following discussion, Councilmember Kajewski introduced Resolution No. 11-227-06, being seconded by Councilmember Cullen, that:

RESOLVED, by the City Council, to accept the Public Utilities Committee recommendation to grant Brian Jacobson, Systems Manager, a progression raise. Mr. Jacobson shall progress to the Step 9 of the Systems Manager's salary schedule, retroactive to November 14, 2006.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-228-06: APPROVAL OF POLICE OFFICER REIMBURSEMENT RATE

A Public Safety Committee recommendation was presented. Following discussion, Councilmember Cullen introduced Resolution No. 11-228-06, being seconded by Councilmember Schmalz, that:

RESOLVED, by the City Council, to accept the Public Safety Committee's recommendation and approve a reimbursement rate increase to \$40.00 per hour for police officers at special events.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-229-06: APPROVAL OF REIMBURSEMENT AGREEMENT WITH THE TRANSPORTATION SECURITY AGENCY AT TRF REGIONAL AIRPORT

A Public Safety Committee recommendation was presented. Following discussion, Councilmember Worker introduced Resolution No. 11-229-06, being seconded by Councilmember Cullen, that:

WHEREAS, the City provides on-site law enforcement personnel at the Thief River Falls Regional Airport in compliance with requirements provided by the Transportation Security Agency; and,

WHEREAS, an agreement for reimbursement to the City previously agreed upon in October of 2003, has been revised therefore requiring approval by the City.

THEREFORE, BE IT RESOLVED, by the City Council, to accept the Public Safety Committee's recommendation and approve a revised Reimbursement Agreement between the Transportation Security Administration and the City of Thief River Falls for police services at the TRF Regional Airport, effective immediately.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-230-06: DECLARING BALLISTIC VEST AS SURPLUS PROPERTY AND DONATION TO MUNICIPIO DE LOS RAMONES

A Public Safety Committee recommendation was presented. Following discussion, Councilmember Cullen introduced Resolution No. 11-230-06, being seconded by Councilmember Blacklance, that:

RESOLVED, by the City Council, to accept the Public Safety Committee's recommendation to declare 10 ballistic vests as surplus property and to donate those vests to the Municipio De Los Ramones law enforcement agency.

BE IT FURTHER RESOLVED, that the City of Thief River Falls shall not incur any expense in the delivery of the vests to Municipio De Los Ramones and that a Release Document shall be signed which holds the City harmless and that all applicable state and federal rules shall be followed.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-231-06: APPROVAL OF DISCONTINUANCE OF 11:00 P.M. CURFEW SIREN

A Public Safety Committee recommendation was presented. Following discussion, Councilmember Kajewski introduced Resolution No. 11-231-06, being seconded by Councilmember Worker, that:

RESOLVED, by the City Council, to accept the Public Safety Committee's recommendation to discontinue the use of the 11:00 p.m. curfew siren, effective immediately, with the understanding that this action shall be reviewed periodically to determine if the siren's discontinuance has any effect on the community.

On vote being taken, the resolution was passed by a four-yes, three-no (Carlson, Schmalz, Cullen) vote..

RESOLUTION NO. 11-232-06: APPROVAL OF TRF CONVENTION AND VISITOR'S BUREAU 2007 BUDGET

An Administrative Services Committee recommendation was presented. Following discussion, Councilmember Worker introduced Resolution No. 11-232-06, being seconded by Councilmember Cullen, that:

RESOLVED, by the City Council, to accept the Administrative Services Committee's recommendation to approve the TRF Convention and Visitor's Bureau (CVB) 2007 budget, as required by the agreement with the Convention and Visitor's Bureau. The CVB provides tourism and marketing of the City through lodging tax proceeds.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-233-06: APPROVAL OF CONFLICT OF INTEREST POLICY

An Administrative Services Committee recommendation was presented. Following discussion, Councilmember Worker introduced Resolution No. 11-233-06, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to accept the Administrative Services Committee's recommendation to adopt a Conflict of Interest Policy, whereby public officials, designated employees, and independent contractors annually file a Disclosure of Financial Interest with the City Administrator.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 11-234-06: APPROVAL OF CERTIFICATION OF UNPAID GRASS MOWING CHARGES

An Administrative Services Committee recommendation was presented. Following discussion, Councilmember Schmalz introduced Resolution No. 11-234-06, being seconded by Councilmember Worker, that:

RESOLVED, by the City Council, to accept the Administrative Services Committee's recommendation to authorize the certification of the following unpaid grass mowing charges to the Pennington County Auditor as a special assessment on the property owner's 2007 property tax statement:

Daniel Huber	25-003-446-80	\$149.50
James Sletten	25-004-040-70	\$ 73.08
Mark Larson	25-006-304-70	\$ 41.50
Robert Holmgren	25-048-009-00	\$ 43.51

Richard Semrud	25-048-018-00	\$ 88.81
Roy Runnestrand	25-059-002-00	\$223.81
State of Minnesota	25-059-004-00	\$186.00
Arden Comstock	25-062-019-00	\$ 76.00
Toni Magnellor	25-062-049-00	\$ 41.62
Carol Neys	25-062-067-00	\$149.50

On vote being taken, the resolution was unanimously passed.

ADJOURNMENT

There being no further discussion, Councilmember Worker moved, being seconded by Councilmember Cullen, to adjourn the meeting at 6:18 p.m. On vote being taken, the Chairman declared the motion unanimously carried and the meeting adjourned until December 11, 2006 at 7:00 a.m. for a City Council/Pennington County Board of Commissioners meeting.

David B. Carlson, Acting-Mayor

Attest: _____
Jodie R. Torkelson, City Administrator