

## COUNCIL PROCEEDINGS

September 4, 2007

The City Council of Thief River Falls, Minnesota, met in regular session at 5:00 p.m., on September 4, 2007 in the Council Chambers of City Hall. The following Councilmembers were present: Bendickson, Cullen, Erickson, Holten, Kajewski, Lee, Schmalz, and Mayor Nordhagen. No Councilmembers were absent. Mayor Nordhagen chaired the meeting.

### **RESOLUTION NO. 9-228-07: APPROVAL OF COUNCIL PROCEEDINGS**

The City Council reviewed two sets of Council Proceedings. Following discussion, Councilmember Cullen introduced Resolution No. 9-228-07, being seconded by Councilmember Erickson, that:

RESOLVED, by the City Council, to approve the August 21, 2007 Council Proceedings and the August 28, 2007 Committee of the Whole Proceedings, as presented.

On vote being taken, the resolution was unanimously passed.

### **RESOLUTION NO. 9-229-07: APPROVAL OF PAYMENT OF BILLS**

Councilmembers Kajewski and Schmalz indicated they reviewed the bills prior to the meeting. Following discussion, Councilmember Kajewski introduced Resolution No. 9-229-07, being seconded by Councilmember Schmalz, that:

RESOLVED, by the City Council, to authorize payment of the first half of September bills in the amount of \$347,794.21 and the August 20 - 31, 2007 prepayments in the amount of \$391,298.19. 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. 9-230-07: APPROVAL OF CONCESSION STAND REIMBURSEMENT AGREEMENT BETWEEN THE CITY AND THIEF RIVER FALLS AMATEUR HOCKEY ASSOCIATION**

The City Council reviewed a proposed agreement with the Thief River Falls Amateur Hockey Association for concession stand services at the REA and the HOMCC. Following discussion, Councilmember Lee introduced Resolution No. 9-230-07, being seconded by Councilmember Bendickson, that:

RESOLVED, to authorize and direct the Mayor and City Administrator to execute a reimbursement agreement between the City of Thief River Falls and the Thief River Falls Amateur Hockey Association (TRFAHA) whereby the City shall reimburse TRAHA for services of its members as concession stand workers at the Ralph Engelstad Arena and Huck Olson Memorial Civic Center for a period of August 1, 2007 through July 31, 2008.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 9-231-07: APPROVAL OF DONATION OF ANNIE PARK  
BACKSTOP TO SCHOOL DISTRICT #564 – FRANKLIN MIDDLE SCHOOL BASE-  
BALLFIELD**

Madelyn Vigen, Parks and Recreation Director, presented a request from the TRF Baseball Association with regard to the proposed construction of a little league field at Franklin Middle School. Following discussion, Councilmember Bendickson introduced Resolution No. 9-231-07, being seconded by Councilmember Cullen, that:

WHEREAS, there is not a designated “little league” baseball field in the City of Thief River Falls; and,

WHEREAS, the TRF Baseball Association has received a grant for constructing a little league baseball field on the north end of the Franklin Middle School property; and,

WHEREAS, the City has a backstop that is currently located at Annie Park which does not receive the use it would at the Franklin Middle School site.

THEREFORE, BE IT RESOLVED, by the City Council, to donate the backstop located at Annie Park to School District #564, with the understanding that School District #564 will move the backstop from Annie Park to the proposed little league field construction site at the north end of the Franklin Middle School property.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 9-232-07: ACCEPTING QUOTE FROM DAKOTA ELECTRIC  
SUPPLY FOR LIGHTING FIXTURES AT THE HUCK OLSON MEMORIAL CIVIC  
CENTER**

Arlo Rude, Director of Utilities, presented quotes received for lighting fixtures to be installed at the Huck Olson Memorial Civic Center. Following discussion, Councilmember Lee introduced Resolution No. 9-232-07, being seconded by Councilmember Kojewski, that:

WHEREAS, the following quotes were received for lighting fixtures at the Huck Olson Memorial Civic Center:

	<u>Six Lamp Fixture</u>	<u>Eight Lamp Fixture</u>
Dakota Electric Supply	\$15,463.35	\$15,780.15
Border State Electric	\$13,340.25	\$18,692.10
Dakota Electric Supply	\$14,982.03	\$15,966.09

Conservation Services	\$13,009.50	No Quote
Conservation Services	\$14,805.00	No Quote
WESCO	\$13,507.20	No Quote
WESCO	\$11,306.61	No Quote

WHEREAS, after review of the quotes, the Director of Utilities recommended that the low quote submitted by Dakota Electric Supply in the amount of \$15,780.15 be accepted.

THEREFORE, BE IT RESOLVED, by the City Council, to accept the quote submitted by Dakota Electric Supply in the amount of \$15,780.15 for lighting (eight-lamp fixtures) at the Huck Olson Memorial Civic Center.

It should be noted that three transformers in the amount of \$733.35 will also be purchased. The total estimated project cost to the City, including actual electrical costs of the lighting system is \$17,586.88. The City Council has been informed that \$15,086.88 of Conservation Improvement Program funds will be utilized, along with \$2,500.00 of Parks and Recreation Funds.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 9-233-07: AUTHORIZATION FOR FIRE DEPARTMENT TO PROCEED WITH THREE GRANT APPLICATIONS**

Barry Newton and Jerry Stenseth, Co-Fire Chiefs, informed the Council of an opportunity to apply for grants through three organizations to replace tools and equipment in the Fire Department. Following discussion, Councilmember Erickson introduced Resolution No. 9-233-07, being seconded by Councilmember Schmalz, that:

RESOLVED, by the City Council, to authorize Fire Department personnel to write and submit the following three grant applications:

Red Lake Electric's Operation Roundup Grant: Replacement of pagers that are 15 years old and are no longer repairable;

Enbridge Energy Company's 911 Fund: One 5" x 100' hose; and,

Minnesota DNR 2008 Rural Fire Department Grant: Turnout gear.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 9-234-07: APPROVAL OF INDEPENDENT CONTRACT WITH JOAN ABERCROMBIE FOR SCDP GRANT APPLICATIONS**

Mike Moore, Community Development Director, presented a request to the City Council for assistance in preparation of Small Cities Development Program grant applica-

tions Following discussion, Councilmember Lee introduced Resolution No. 9-234-07, being seconded by Councilmember Bendickson, that:

RESOLVED, by the City Council, to authorize and direct the Mayor to execute a contract for services with Joan Abercrombie for assistance in completion of pre-applications and applications to the Minnesota Department of Employment and Economic Development for Small Cities Development Program grants. The effective date of the contract shall be retroactive from July 2, 2007 through February 28, 2008.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 9-235-07: APPROVAL TO REQUEST PROPOSALS FOR SALE OR LEASE OF CARNEGIE LIBRARY BUILDING**

Jodie Torkelson, City Administrator, discussed the status of the Carnegie Library building being vacated by the Red Lake Watershed District. Following discussion, Councilmember Lee introduced Resolution No. 9-235-07, being seconded by Councilmember Kajewski, that:

WHEREAS, The Red Lake Watershed District has occupied the old Carnegie Library building since 1985. The City deeded them the building until such time as they no longer used the premises for the "District Office of the Red Lake Watershed District"; and,

WHEREAS, the Red Lake Watershed District has given the City notice that they will vacate the building on August 31, 2007; and,

WHEREAS, the City does not appear to have a need for the building and could make the space available to interested parties to either lease or purchase.

THEREFORE, BE IT RESOLVED, by the City Council, to authorize and direct the City Administrator to place a Request for Proposals in area newspapers publicizing the availability of the Carnegie Library building.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 9-236-07: APPROVAL OF CITY ITEMS DECLARED AS SURPLUS AND SALE OF ITEMS AT FUTURE AUCTION**

The City Council reviewed a list of property that is no longer needed by the City. Following discussion, Councilmember Cullen introduced Resolution No. 9-236-07, being seconded by Councilmember Lee, that:

RESOLVED, by the City Council, to declare the following items as surplus property:

AIRPORT

- 1 John Deere 111 lawn tractor – Serial Number M00111S295475
- 4 Centrifugal water pump (military) gasoline engines 125 gallons/minute

AUDITORIUM

- 1 7 ½ foot artificial Christmas tree
- 8 library lounge chairs with orange fabric
- 2 wooden end tables
- 1 wooden octagon tables with 4 padded chairs
- 4 assorted wooden chairs
- 1 desk – black metal with wood laminated top
- 1 desk – beige metal with walnut laminated top
- 1 desk – beige metal with 18" x 36" credenza
- 2 Radio Shack phones – 8 line capability
- 1 Radio Shack answering machine
- 1 orange highback chair

BUILDING OFFICIAL

1991 Dodge Dynasty VIN 1B3XC5630MD269927

ELECTRIC

- 1 1987 Chevrolet Impala, VIN# 1G1BL5166HX221601
- 1 1990 Dodge Van, VIN# 2B4FK4539LR594545
- 1 1996 Ford Crown Victoria, VIN# 2FALP71W1TX164423
- Used street light poles, some damaged
- Miscellaneous electrical boxes, parts etc.
- 7 used street light 400 watt luminaries, high pressure sodium lamps
- 1 45 KW , diesel generator on trailer, military, 120-208, 120-240, 460 volts
- 1 1978 Sullair Compressor, Detroit Diesel, 150 ponds @ 650 cfm
- 1 hydraulic pole lifting cylinder
- 1 air compressor with motor, 7.5 hp, 3 phase
- 1 tractor tire, 17.5L -24
- 1 push blade 56" X 17", was used on a trencher
- 2 steel reels from plastic duct, various diameter reels
- 1 portable shelter on wheels
- 1 1986 GMC ¼ Ton Pickup
- 1 1998 Ford Crown Victoria
- 2" aluminum conduit
- Military truck tires
- Pallet of Pickup tires
- Trencher chains
- Christmas decorations
- Jumping Jack
- Old Power Plant motors
- Pallet of street lights

2 Billing Office payment boxes  
2 small round tables  
Plumbing valves  
Wood shelf/bookcase  
Jib Assist for Loraine Crane  
Roll of netting  
Reel trailer #146  
Fiberglass box  
Steel enclosure

#### ENGINEERING TECHNICAL SERVICES

1 7 draw metal desk "Art Metal"  
1 8-ft folding table (hole in top)  
1 L-shaped wood desk set (former Stewart & Walker reception area)  
1 Metal chair with blue plastic seat "Steelcase"  
1 6-ft long wood shelving unit w/countertop  
1 Two unit double door steel locker  
1 White metal cabinet (2 ft x 2 ft)  
1 Silver Reed EX55 electric typewriter  
1 Hewlett Packard Design Jet 200 plotter

#### FIRE

3 14' 10" wide x 13' high insulated overhead garage doors with openers  
18' x 18' folding water tank steel frame  
Military surplus metal shelf  
Tailgate for 1983 Chevrolet pickup

#### GREENWOOD CEMETERY

1 Snapper mower – 25703053  
1 Snapper mower – 25703096  
1 walk behind mower – 556-305-54  
1 Toro Tractor mower – 41-200-E01  
1 Toro 120 mower – 30610490275  
1 Snapper Rider mower – 352-743-99

#### LIBRARY

##### Steel Shelving

14 90" high double face uprights including headers and footers  
49 20"x36" double shelf base units  
11 13"x36" single shelf base units  
224 7" x 36" wide shelves with end brackets

- 37 slanted magazine shelves
- 40 flat magazine shelves
- 3 6"x90" rust-colored end panels
- 9 9"x90" rust-colored end panels
- 1 box wire book supports
- 2 24" Base Unit
- 8 20" Base Unit
- 4 14" Base Unit
- 143 7" shelves
- 20 36" high uprights

Miscellaneous Library Furnishings

- 1 wire paperback rack
- 1 36"x60"x29" high library tables
- 10 wooden chairs
- 5 grey computer chairs
- 1 36"x18-1/2"x34" high 4-slot display unit
- 1 stool
- 1 23-1/2"x14"x14" high 4-slot pamphlet display rack
- 4 36"x42"x30"high double-sided book browser cabinet (6 bins/cabinet –each bin is 15"x13"x7-1/2" deep)
- 1 12' double sided wooden bookcase

LIQUOR STORE

Used counters from Liquor Store

MIS

Type	Manufacturer	Model No.	Serial No./Fixed Asset #
PC	Computers Plus	003537806	3745
PC	Midwest Micro	002938825	
PC	Business Software, Inc.	828H001266	1538
PC	Midwest Micro	002938828	
PC	Computers Plus	003537807	3746
PC	Midwest Micro	003334518	181
PC	Midwest Micro	002938827	2560
PC	Midwest Micro	002938831	2561
PC	Compaq	6B11JGN450LV	3870
PC	Compaq	6B11JGN430FF	3866
PC	Systemax	003538869	3750
PC	Dell	4CT5501 (NWRL)	
PC	Dell	JTNH301 (NWRL)	
PC	Dell	GYWH301 (NWRL)	
PC	Dell	6WWH301 (NWRL)	
Monitor	Digital	PCXCV-VW	1K61425002 (NWRL)
Monitor	Dell	D825HT	8254088 (NWRL)

Monitor	Mag	DX1595	M133G4124789 (NWRL)
Monitor	Infotel	SRC1502L	57TSB0269838
Monitor	Premio	CTS-28	SV-1012738
Monitor	Hewlett-Packard	D2804A	KR41237649
Monitor	Infotel	SRC1452P	52TSA0039929
Monitor	Hewlett-Packard	D2804A	KR41716636
Monitor	Magitronic	C-SV1448P	4508064
Monitor	Leading Technology, Inc.		1430V00600594
Monitor	CTX International	CVP-5468A	A40-25102137
Monitor	KDS	KD-1440N	1630117534
Monitor	CTX International	CVP-5468A	A40-25102145
Monitor	CTX International	CVP-5468A	A40-24800414
Monitor	Hewlett-Packard	D2804A	KR41021767
Monitor	Digital	PCXBV-PF	3145031268
Printer	Epson	ActionLaser II	4530116740
Printer	Epson	ActionLaser II	4530069204
Printer	Hewlett-Packard	LaserJet Series II	2805A58191
Printer	Hewlett-Packard	LaserJet Series II	2731J27276 2443
Printer	Brother Multifunction Device	U56362G81218449	2553
Plotter	Xerox 2240ij	3071246328	2547
Keyboards (47)			
Mice (approx. 25)			
Various 3.5" floppy drives and older CD-ROM and tape drives			
Scanner	Microtek ScanMaker X6 EL		88523124371524
AS/400	IBM	9404-002	10-18160 1474
Terminal	IBM	3197	88-CL981 1481
Terminal	IBM	3476	88-N6526 2466
Terminal	IBM	3476	88-B4904 1559
Terminal	IBM	3477	88-31289 1488
Terminal	IBM	3477	88-31291 1489
Remote Unit	IBM	5394	23-36244 1477

## PARKS AND RECREATION

### Vehicles

- 1 1982 Ford Pickup, VIN# 1FTDF15E4CPA49420
- 1 1983 Ford Ranger 4x4, VIN# 1FTCR11A5DUB64441
- 1 1993 Ford Crown Victoria, VIN# 2FACP71W5PX155472
- 1 1993 Polaris 350 4x4 ATV, #W918139

### Mower

- 1 1985 Toro 327 with 72" deck & canopy (transmission leaks), #30781-50708

### Miscellaneous

- Christmas decorations – deer/trees/etc.
- Tennis nets (used)
- Hand rails (miscellaneous lengths)

## Platforms

### Misc. lockers

- 1 green machine back pack blower
- 6 boat dock floats
- 4 park gates
- 20 2x4x36 steel studs
- 4 4x8 oak trophy cases
- 2 ITN box rails
- 1 bike rack
- 1 ATV estate rake
- 4 8" rink board lights
- 18 8' benches
- 16 insulated boxes
- 2 large rolls of 1' plastic pipe
- 2 Evaporative Condensers @ HOMCC 1969 BAC (Baltimore) Model UNC-70  
Serial # 73-7738
- 1973 Recalled QDS-3112 Serial # D-15118

## POLICE

### Vehicles

- 1991 Chev Corsica LT, 4dr Sedan, white, Vin: 1G1LT53G9MY125508
- 1988 Mercury Marquis Grand LS, 4dr, white, Vin: 2MEBM75F7JX704216
- 1987 Ford Escort, 4dr, red, Vin: FABP2594HW155317
- 1998 Oldsmobile Bravada, 4dr wagon, Vin: 1GHDT13W0W272207
- 1995 Ford Escort LX Sport, 2dr, red, Vin: 1FASP11J1SW286125
- 1993 Buick Regal Custom, 4dr, green, Vin: 2G4WB54TXP1487630
- 1992 Ford F150 PU, maroon, Vin: 2FTDF15Y2NCA58311
- 1991 GMC Jimmy, 4dr, white, 4x4, Vin: 1GKDT13Z8M2521779
- 1988 Ford Ranger XLT, PU, silver, Vin: 1FTBR10T8JUC17160
- 1998 Ford PU, Black, Vin: 2FTZF07W9WCA26033, Lic/155DR2 TX
- 1995 Chev GEO Prism, 4dr, red, Vin: 1Y1SK526XSZ075008
- 1995 Honda, 2dr, gray, Vin: 1HGEJ2124SL002528, Lic/HND923 ND
- 1992 Buick LeSabre, 4dr, green, Vin: 1G4HP53L7NH540418, Lic/CZF267
- 1992 Pontiac Sunbird, 2dr, red, Vin: 1G2JB14H2N7500717, Lic/GPK419 MN
- 1990 Pontiac Sunbird, 2dr, mar, Vin: 1G2JB14K7L7505159, Lic/MDT543 MN
- 1987 Pontiac Grand AM, 2dr, gray, Vin: 1G2NW14L2HC926266, Lic/112SSB WA
- 1984 Ford XLT PU, red, Vin: 1FTEF15F2EPA09191, Lic/TKG010 MN
- 1983 Olds, 4dr, red, Diesel, Vin: G3AY69N3DM867440
- Pontiac, 2dr, blue, Vin: (can't get correct one) Lic. on vehicle 12273 White Earth

### Bicycles

Approximately 29 bicycles

## STREET

- 1 Gardner Denver air compressor – model #AD-60-6E Serial #166398
- 1 Miller Trailblazer 1-5 portable welder on trailer – Serial #R404190

- 1 1988 Ford 150 Pickup – VIN# FTEF 15Y5JPA62320
- 1 Oliver Tractor – Model 100 Engine #18522
- 1 Allis-Chalmers Vibra Packer – Serial #PU 197171-B
- 1 Red 12-ft metal gates
- 1 J-Craft metal truck snow box
- 1 Quincy air compressor – Serial # 310-21-310965L
- 1 Champion cement saw – Model #CS500, Serial #CS13-55-5
- 1 HEIV-Wener Co. 10-ton floor jack type V112CL2, Serial #4910-289-7233
- 1 Wisconsin/Midland water pump on wheels – engine model # VH4D, Serial # 1854568
- 1 Transmission Jack – Blackhawk Model G7552
- 1 Graco paint gun
- 1 Hiniker salt spreader

**WASTEWATER**

- 1 Sewer vacuum machine, trailer mounted, Rockwell 16V Flexivac, 500 gl. tank
- 1 Rodder Machine
- 1 Sewer Sucker
- 1 Flail mower

**WATER**

- 1 1995 Ford, Crown Victoria, VIN#2FALP71W1SX174870
- 1 Cannon copier

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 9-237-07: APPROVAL OF CITY OF THIEF RIVER FALLS PRELIMINARY 2007 BUDGET**

Lisa Johnson, Finance Director, presented the 2008 proposed preliminary budget and tax levy. Following discussion, Councilmember Lee introduced Resolution No. 9-237-07, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to adopt the City of Thief River Falls Preliminary 2008 Budget. A summary of the 2008 revenue and expenditures is as follows:

	2008	2008	TRANSFERS TO OR USE OF FUND
	<u>REVENUE</u>	<u>EXPENSE</u>	<u>RESERVES</u>
General Fund	\$ 6,563,622	\$ 6,522,122	\$ 41,500
Liquor Dispensary	\$ 3,665,263	\$ 3,658,734	\$ 6,529
Water Utility Fund	\$ 1,680,333	\$ 1,585,553	\$ 94,780
Electric Utility Fund	\$ 8,814,030	\$ 8,789,669	\$ 24,361
Wastewater Utility Fund	\$ 603,435	\$ 600,265	\$ 3,170
Sanitation Utility Fund	\$ 767,900	\$ 756,550	\$ 11,350
Airport	\$ 442,970	\$ 401,030	\$ 41,940

Storm Water Utility Fund	\$ 157,500	\$ 103,945	\$ 53,555
Police Relief Pension Fund	\$ 24,040	\$ 32,000	<\$ 7,960>
Cemetery	\$ 64,622	\$ 60,232	\$ 4,390
CDAB Revolving Loan Fund	\$ 117,900	\$ 117,900	\$ 0
Debt Service Fund	\$ 236,570	\$ 381,000	<\$ 144,430>
TOTAL	\$23,138,185	\$23,009,000	\$ 129,185

BE IT FURTHER RESOLVED, to approve the 2008 proposed tax levy at a two percent (2%) decrease from the 2007 Tax Levy of \$1,675,430 for a total proposed Tax Levy for 2008 of \$1,641,922. Breakdown of the proposed tax levy is as follows:

Base Levy	\$ 1,205,074
Regional Library Maintenance	\$ 145,348
City Hall Lease Payment	\$ 113,760
Mosquito Control	\$ 21,785
Bonded Indebtedness	\$ 141,000
Public Pension Liability	\$ 14,955
TOTAL 2008 PROPOSED TAX LEVY	\$ 1,641,922

On vote being taken, the resolution was unanimously passed.

**ADJOURNMENT**

There being no further discussion, Councilmember Lee moved, being seconded by Councilmember Kajewski, to adjourn the meeting at 5:20 p.m. On vote being taken, the Chair declared the motion unanimously carried and the meeting adjourned until September 10, 2007 at 7:00 a.m.

\_\_\_\_\_  
Steve Nordhagen, Mayor

Attest: \_\_\_\_\_  
Jodie R. Torkelson, City Administrator