

COUNCIL PROCEEDINGS

July 7, 2009

The City Council of Thief River Falls, Minnesota, met in regular session at 5:00 p.m. on July 7, 2009 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.

PRESENTATIONS

- Molly MacGregor, MPCA, and Beth Kluthe, MN Department of Health, on designating the Thief River as a drinking water source for the City of Thief River Falls
- Brian Malone, Pennington County Soil and Water Conservation, on improvements to the Jerome Street river bank.
- Roy Lunde, Brady Martz, on the City's 2008 Audit.

APPROVAL OF AGENDA

Councilmember Cullen motioned, being seconded by Councilmember Bendickson, to approve the agenda as presented. On vote being taken, the motion was unanimously approved and the agenda adopted.

RESOLUTION NO. 7-152-09: APPROVAL OF COUNCIL PROCEEDINGS

Presented as part of the Consent Agenda, Councilmember Bendickson introduced Resolution No. 7-152-09, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to approve the June 16, 2009 Council Proceedings and the June 24, 2009 Special Council Proceedings, as presented.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 7-153-09: APPROVAL OF PAYMENT OF BILLS

Presented as part of the Consent Agenda, Councilmember Bendickson introduced Resolution No. 7-153-09, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to authorize payment of bills and disbursements in the total amount of \$1,513,791.38. A printout of the approved payments and disbursements is attached hereto and made a part hereof.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 7-154-09: APPROVAL TO PAY THE THIEF RIVER FALLS BASEBALL ASSOCIATION TO DISPLAY FLAGS DURING DESIGNATED HOLIDAYS

Presented as part of the Consent Agenda, Councilmember Bendickson introduced Resolution No. 7-154-09, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to accept an Administrative Services Committee recommendation to authorize and direct the Mayor and City Administrator to execute an agreement with the Thief River Falls Baseball Association to display flags on City streets during designated holidays/special occasions. The Thief River Falls Baseball Association shall be reimbursed \$540.00 annually for their services to the City.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 7-155-09: APPROVAL OF IN-KIND SERVICES FOR THE JEROME STREET RIVERBANK IMPROVEMENT PROJECT AND LETTER OF SUPPORT

The City Council discussed the information that was presented at the beginning of the Council Meeting by Brian Malone with regard to the Jerome Street Riverbank Project. Following discussion, Councilmember Cullen introduced Resolution No. 7-155-09, being seconded by Councilmember Bendickson, that:

RESOLVED, by the City Council, to authorize that the City of Thief River Falls will provide in-kind support for the Jerome Street Riverbank Improvement Project. The City shall provide 2,000 yards of clay and, if schedule allows, hauling and dumping of the clay.

BE IT FURTHER RESOLVED, that the City shall submit a letter of support to go forward with the project as proposed.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 7-156-09: APPROVAL OF FEDERAL AVIATION ADMINISTRATION GRANT REQUEST FOR AIRPORT IMPROVEMENTS

The City Council reviewed possible grant funding of three proposed projects at the Thief River Falls Regional Airport. Following discussion, Councilmember Lee introduced Resolution No. 7-156-09, being seconded by Councilmember Kajewski, that:

RESOLVED, by the City Council, to authorize and direct the City Administrator and City Attorney to execute all necessary documents to execute the Federal Aviation Administration grant request for the following improvements at the Thief River Falls Regional Airport: Runway 13/31 Engineering Study, Apron Repairs, and Wildlife Hazard Assessment.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 7-157-09: APPROVAL OF WATER SYSTEMS SUPERVISOR GRADE LEVEL EVALUATION AND APPOINTMENT OF STEVEN SWANSON TO POSITION

A Public Utilities Committee recommendation was presented. Following discussion, Councilmember Kajewski introduced Resolution No. 7-157-09, being seconded by Councilmember Schmalz, that:

RESOLVED, by the City Council, approve the Water Systems Supervisor's job description as a Grade Level 8 Management, Administration, Professional, and Supervisory (MAPS) position and appoint Steven Swanson as the Water Systems Supervisor, effective July 8, 2009. Mr. Swanson's wage shall be at the designated Grade Level 8 salary.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 7-158-09: APPROVAL OF WATER SYSTEMS OPERATOR JOB DESCRIPTION AND APPOINTMENT OF PERSONNEL TO POSITION

A Public Utilities Committee recommendation was presented. Following discussion, Councilmember Cullen introduced Resolution No. 7-158-09, being seconded by Councilmember Schmalz, that:

WHEREAS, the Water and Wastewater Departments were merged into the Water Systems Department effective July 1, 2009; and,

WHEREAS, the Water/Wastewater Operator is a current job description for the City of Thief River Falls and is proposed to be renamed the Water Systems Operator with minor revisions; and,

WHEREAS, there is a less than a 20% change to the Water/Wastewater Operator's job description and therefore, no re-evaluation of the position shall be done and the position shall remain as a Grade Level 4/Pay Range 5 position.

THEREFORE, BE IT RESOLVED, by the City Council, to approve the Water Systems Operator job description as presented and, due to the restructuring of the departments, the following employees shall be transferred to the position of Water Systems Operator effective July 8, 2009: Mitch Hams, Gary Anderson, Kent LeMoine, and Jason Kempert.

It should be noted that any of the above listed employees who do not have the required licensing for the Water Systems Operator position shall be given 36 months to obtain the proper licensing.

On vote being taken, the resolution was unanimously passed.

RESOLUTION NO. 7-159-09: APPROVAL OF REVISIONS TO WATER TREATMENT CHEMIST AND WATER PLANT OPERATOR JOB DESCRIPTIONS

A Public Utilities Committee recommendation was presented. Following discussion, Councilmember Lee introduced Resolution No. 7-159-09, being seconded by Councilmember Erickson, that:

WHEREAS, the Water and Wastewater Departments were merged into the Water Systems Department effective July 1, 2009; and,

WHEREAS, due to the merger and also as a result of recent Teamster Union #320 negotiations, minor revisions need to be made to the Water Treatment Chemist and Water Plant Operator job descriptions to reflect the restructure of the Water Systems Department.

THEREFORE, BE IT RESOLVED, by the City Council, to approve the updates and revisions to the Water Treatment Chemist job description and the Water Treatment Plant Operator job descriptions as proposed.

It should be noted that changes less than 20% were made to the job descriptions; therefore no re-evaluation of the positions will occur.

On vote being taken, the resolution was unanimously passed.

UPCOMING MEETINGS

- Capital Acquisitions Committee Meeting – July 13, 2009 at 4:30 p.m.
- Budget/Finance Committee Meeting – July 14, 2009 at 4:30 p.m.
- Long Range Planning/Annexation Committee Meeting – July 15, 2009 at 4:30 p.m.
- Personnel/Labor Committee Meeting – July 16, 2009 at 4:30 p.m.
- Planning Commission Meeting – July 20, 2009 at 7:00 p.m.
- Residential Housing Rehab Program Hearing – July 21, 2009 at 4:45 p.m.
- City Council Meeting – July 21, 2009 at 5:00 p.m.

ADJOURNMENT

There being no further discussion, Councilmember Cullen moved, being seconded by Councilmember Lee, to adjourn the meeting at 6:00 p.m. On vote being taken, the Chair declared the motion unanimously carried and the meeting adjourned until 4:45 p.m. on July 21, 2009.

Steve Nordhagen, Mayor

Attest: _____
Jodie R. Torkelson, City Administrator