

## COUNCIL PROCEEDINGS

November 17, 2009

The City Council of Thief River Falls, Minnesota, met in regular session at 5:00 p.m. on November 17, 2009 in the Council Chambers of City Hall. The following Councilmembers were present: Bendickson, Erickson, Holten, Lee, Schmalz, and Mayor Nordhagen. Councilmembers Kajewski and Cullen were absent. Mayor Nordhagen chaired the meeting.

### **PRESENTATION OF CONVENTION AND VISITORS BUREAU BUDGET AND YEARLY RECAP OF ACTIVITIES**

Laura Anderson, CVB Executive Director, and Larry Rohlf, CVB President, presented the 2010 Convention and Visitors Bureau budget and presented a written summary of the 2009 activities.

### **APPROVAL OF AGENDA**

Councilmember Bendickson motioned, being seconded by Councilmember Lee, to approve the agenda with revisions. On vote being taken, the motion was unanimously approved and the agenda adopted.

### **RESOLUTION NO. 11-258-09: APPROVAL OF COUNCIL PROCEEDINGS**

Presented as part of the Consent Agenda, Councilmember Holten introduced Resolution No. 11-258-09, being seconded by Councilmember Lee, that:

RESOLVED, by the City Council, to approve the November 3, 2009 Council Proceedings and the November 10, 2009 Special Council Proceedings, as presented.

On vote being taken, the resolution was unanimously passed.

### **RESOLUTION NO. 11-259-09: APPROVAL OF PAYMENT OF BILLS**

Presented as part of the Consent Agenda, Councilmember Holten introduced Resolution No. 11-259-09, being seconded by Councilmember Lee, that:

RESOLVED, by the City Council, to authorize payment of bills and disbursements in the total amount of \$1,319,704.10. 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. 11-260-09: ACCEPTANCE OF OPERATION ROUND-UP GRANTS FROM RED LAKE ELECTRIC**

Presented as part of the Consent Agenda, Councilmember Holten introduced Resolution No. 11-260-09, being seconded by Councilmember Lee, that:

RESOLVED, by the City Council, to accept the following two grants from Red Lake Electric:

- \$1,000 grant for Fire Department pagers; and,
- \$500 grant for Parks and Recreation Department Safety Camp

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 11-261-09: APPROVAL OF CONVENTION AND VISITORS BUREAU 2010 BUDGET**

The City Council reviewed information presented by the Convention and Visitors Bureau earlier in the meeting. Following discussion, Councilmember Lee introduced Resolution No. 11-261-09, being seconded by Councilmember Erickson, that:

WHEREAS, the TRF Convention and Visitors Bureau (CVB) provides the marketing of the City through a portion of the lodging tax proceeds collected by the City;

WHEREAS, the bylaws of the CVB state that their budget shall be approved by the City Council each year in November for the succeeding year.

WHEREAS, the CVB's proposed 2009 budget has been reviewed by the City Administrator and it is recommended that the budget be approved.

THEREFORE, BE IT RESOLVED, by the City Council, to approve the TRF Convention and Visitors Bureau (CVB) 2010 budget, as presented.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 11-262-09: APPROVAL TO FILL VACANT PATROL OFFICER POSITION**

Chief Murphy requested that the Police Department be authorized to fill a vacancy. Following discussion, Councilmember Bendickson introduced Resolution No. 11-262-09, being seconded by Councilmember Erickson, that:

WHEREAS, as a result of the action taken by Resolution No. 11-257-09, a vacancy has been created in the Police Department for a patrol officer and it has been determined that the position is needed to be filled.

THEREFORE, BE IT RESOLVED, by the City Council, to approve posting the position of patrol officer for filling in the Thief River Falls Police Department.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 11-263-09: SUPPORT OF SUBMISSION OF CARNEGIE LIBRARY RESTORATION GRANT APPLICATION TO THE MINNESOTA HISTORICAL SOCIETY**

The City Council reviewed a proposed grant application regarding the Carnegie Library building. Following discussion, Councilmember Lee introduced Resolution No. 11-263-09, being seconded by Councilmember Bendickson, that:

WHEREAS, the Carnegie Library is owned by the City of Thief River Falls and listed on the National Register of Historic Places; and,

WHEREAS, concerned citizens have expressed a strong interest in restoring the library to reflect its original appearance while bringing it up-to-date to meet contemporary standards for public and office spaces including an elevator for handicapped access to all levels; and,

WHEREAS, the Minnesota State Historical Society is accepting applications through November 23, 2009 for its Cultural Heritage Grants program which is funded through the monies dedicated in the 2008 approved constitutional amendment to "...preserve Minnesota's history and cultural heritage."; and,

WHEREAS, the City is supportive of private efforts to restore and preserve the Carnegie Library for future generations and as the owner of the building must submit the grant application.

THEREFORE, BE IT RESOLVED, that the City Council supports submitting a grant application to the Minnesota Historical Society for the restoration of the Carnegie Library and authorizes the Mayor and City Administrator to execute any and all paperwork necessary for the submission of this application.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 11-264-09: APPROVAL OF WATER RATE INCREASE EFFECTIVE WITH JANUARY 2010 BILLING**

The City Council reviewed a proposed increase to the water rates. Following discussion, Councilmember Bendickson introduced Resolution No. 11-264-09, being seconded by Councilmember Lee, that:

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

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

WHEREAS, for 2010 there is an increase of \$115,291 for operation expense; and;

WHEREAS, in 2009 a bonding was completed for water system improvements in the amount of \$640,000 requiring an annual debt service payment \$47,000 for twenty years; 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, 2009; and,

BE IT FURTHER RESOLVED, that the following water utility rates shall be in effect for billings from and after January 1, 2010 until thereafter amended:

WATER UTILITY RATES EFFECTIVE JANUARY 2010 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:

<u>Service Size</u>	<u>Charge</u>
5/8" & 3/4"	\$ 13.25
1"	\$ 26.45
1-1/4"	\$ 41.00
1-1/2"	\$ 59.00
2"	\$105.00
3"	\$235.00
4"	\$417.00
6"	\$940.00

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

<u>Usage</u>	<u>Charge</u>
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Up to 10,000 gallons	\$3.15 per 1,000 gallons
10,001 to 2,000,000 gallons	\$3.25 per 1,000 gallons
More than 2,000,000 gallons	\$2.82 per 1,000 gallons

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 11-265-09: ACCEPTANCE OF O'DAY EQUIPMENT QUOTE FOR AIRPORT CREDIT CARD FUEL MANAGEMENT SYSTEM**

The City Council reviewed quotes reviewed for a credit card fuel management system. Following discussion, Councilmember Schmalz introduced Resolution No. 11-265-09, being seconded by Councilmember Erickson, that:

WHEREAS, the following two quotes were obtained for a credit card fuel management system at the Thief River Falls Regional Airport:

O'Day Equipment, LLC	Base Bid	\$14,626.00
	Encoder	\$ 520.00
	Smart Card	\$ 4.06 each
Determan Brownie, Inc.	Base Bid	\$15,319.00
	Transaction Printer	\$ 595.00
	Encoder	\$ 495.00
	Smart Cards	\$ 38.00 (per ten)

THEREFORE, BE IT RESOLVED, by the City Council, to accept a Public Works Committee recommendation and approve the low quote submitted by O'Day Equipment, LLC for a Fuelmaster credit card fuel management system at the Thief River Falls Regional Airport in the amount of \$14,626.00 plus the option to purchase the encoder and smart cards. This project is eligible for a 50% State grant.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 11-266-09: ACCEPTANCE OF O'DAY EQUIPMENT QUOTE FOR AIRPORT FUEL TANKS PIPING REPAIR**

The City Council reviewed quotes reviewed for repairs of the airport's fuel tanks. Following discussion, Councilmember Erickson introduced Resolution No. 11-266-09, being seconded by Councilmember Schmalz, that:

RESOLVED, by the City Council, to accept a Public Works Committee recommendation and accept the quote submitted by O'Day Equipment in the amount of \$8,372.00 to repair the piping from the fuel tanks at the Thief River Falls Regional Airport. This project is eligible for a 50% State grant.

It should be noted that the City did contact one other company requesting a quote for the repair, but that company did decline.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 11-267-09: ACCEPTANCE OF NORTHERN TECHNOLOGIES QUOTE FOR GEOTECHNICAL INVESTIGATION FOR THE GREENWOOD STREET UNDERPASS BRIDGE AND SHOO-FLY RAILROAD TRACK DESIGN**

The City Council reviewed quotes reviewed for repairs of the airport's fuel tanks. Following discussion, Councilmember Bendickson introduced Resolution No. 11-267-09, being seconded by Councilmember Erickson, that:

WHEREAS, the following two quotes were submitted to the City for a geotechnical investigation for the Greenwood Street Underpass Bridge and the shoo-fly railroad track design:

Northern Technologies, Inc.	\$5,700.00 plus CP Rail Flagger @ \$600 per day for two days totals \$6,900.00
Midwest Testing	\$10,250.00

WHEREAS, Widseth Smith Nolting & Associates, Inc. have reviewed the quotes and has recommended that the quote of Northern Technologies be accepted.

THEREFORE, BE IT RESOLVED, by the City Council, to accept the Public Works Committee recommendation to accept the quote submitted by Northern Technologies, Inc. in the amount of \$5,700.00 plus two days of CP Rail Flagger for a total quote of \$6,900.00 for a geotechnical investigation for the Greenwood Street Underpass Bridge and shoo-fly railroad track design.

On vote being taken, the resolution was unanimously passed.

**RESOLUTION NO. 11-268-09: APPROVAL TO CALL FOR FEASIBILITY STUDY FROM ULTEIG ENGINEERING FOR MULTI-PURPOSE HANGAR AT REGIONAL AIRPORT**

The City Council reviewed information relating to the proposed multi-purpose hangar at the airport. Following discussion, Councilmember Lee introduced Resolution No. 11-268-09, being seconded by Councilmember Erickson, that:

WHEREAS, Ulteig is the current engineering consultant for the City of Thief River Falls Regional Airport; and,

WHEREAS, a feasibility study needs to be prepared for submission along with final state bonding bill requests.

THEREFORE, BE IT RESOLVED, by the City Council, to accept a Public Works Committee recommendation to request that a feasibility study, estimated to cost \$5,000.00, be prepared by Ulteig Engineering for a multi-purpose hangar at the Thief River Falls Regional Airport.

On vote being taken, the resolution was unanimously passed.

### **FIRST READING OF WIND ENERGY CONVERSION SYSTEMS ORDINANCE**

The City Council was presented with a proposed ordinance regarding wind energy conversion systems. Following discussion, Councilmember Schmalz moved, being seconded by Councilmember Bendickson, to call for the first reading of a wind energy conversion systems ordinance. On vote being taken, the Chair declared the motion unanimously carried.

The first reading of the ordinance was conducted by City Attorney Ihle. The proposed ordinance will be again presented at the next Council meeting.

### **CITY COUNCIL COMMITTEE REPORTS**

- Public Utilities Committee
- Parks and Recreation Committee/Public Safety
- Administrative Services Committee
- Public Works Committee

### **UPCOMING MEETINGS**

- Public Utilities Committee – November 16, 2009 at 4:30 p.m.
- City Council – December 1, 2009 at 5:00 p.m.

### **ADJOURNMENT**

There being no further discussion, Councilmember Schmalz moved, being seconded by Councilmember Lee, to adjourn the meeting at 6:10 p.m. On vote being taken, the Chair declared the motion unanimously carried and the meeting adjourned.

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Steve Nordhagen, Mayor

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