

OPEN MEETING NOTICE
River Falls Public Library
Library Board of Trustees
February 2, 2026 at 6:30 PM
City Hall Studio

***** NOTE: OFFICIAL ACTION MAY BE TAKEN ON ANY AGENDA ITEM *****
All meetings are video recorded.

AGENDA

1. Call to order
2. Establish a quorum
3. Certify compliance with Open Meeting Law
4. Introduce guests
5. Approve agenda
6. Approve minutes from last meeting
7. President's Report & Announcements
8. Director's Report
9. Consent Agenda:
 - Approve March 2, 2026 Library Expense Report (\$31,561.93)
 - Approve Transfer of \$950,000 Capital Campaign funds to Library
 - Approve capital campaign expenditure for HVAC
 - Approve capital campaign expenditure for Humidifier
 - Approve amended Hotspot Policy
10. Next meeting: **March 2, 2026 at 6:30 p.m.** – City Hall Studio
11. Adjournment

River Falls Public Library will attempt to provide accommodations to members of the public who wish to attend meetings, provided reasonable notice of need is given. To request such accommodation, please contact Kim Kiiskinen at (715) 425-0905.

Please join meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/970372861>

You can also dial in using your phone.

United States: [+1 \(224\) 501-3412](tel:+12245013412)

Access Code: 970-372-861

Join from a video-conferencing room or system.

Dial in or type: 67.217.95.2 or inroomlink.goto.com

OPEN MEETING NOTICE
River Falls Public Library
Library Board of Trustees
February 2, 2026 at 6:30 PM
City Hall Studio

Meeting ID: 970 372 861

Or dial directly: [970372861@67.217.95.2](tel:970372861@67.217.95.2) or 67.217.95.2##970372861

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<https://global.gotomeeting.com/install/970372861>

For a digital copy of video recorded Library Board of Trustees meetings in open session, contact the Library Director. Methods of requesting these recordings include a written request delivered in-person, written request by mail, fax or email, or a verbal request in-person. Video recordings of Library Board of Trustees meetings do not exist prior to March 4, 2024. In keeping with Wisconsin Municipal Record Retention Law, these digital recordings will be maintained for a minimum of seven years.

Requests may be mailed or emailed to the following:

River Falls Public Library
Library Director
140 Union St.
River Falls, WI 54022
tmisselt@riverfallslibrary.org

River Falls Library Board of Trustees' Minutes
January 5, 2026

Present: Rebecca Ferguson, Tanya Misselt, Kari Heinselman, Mike Metro, Nick Carow, Amy Peterson, Ann Nelson, Jayne Hoffman, Tiffany Alexander and Jean Ritzinger.

Absent: Lorraine Davis,

1. The meeting was called to order by President Metro.
2. Establish a Quorum: A quorum was established.
3. Compliance with Open Meeting Law: Misselt certified the meeting was properly noticed.
4. Approval of Agenda: A motion was made by Ritzinger, and seconded by Nelson. Motion carried.
5. Approval of Minutes: A motion was made by Alexander, seconded by Heinselman, to approve the minutes. Motion carried.
6. President's Report: Board was encouraged to sign up for 2026 Foundation meetings.
7. Director's Report:
 - Updates on Capital Campaign and Phase 2 of the remodeling project.
 - Reviewed current end of year budget.
8. Consent Agenda: A motion was made by Alexander, seconded by Ritzinger, to accept the consent agenda. Motion carried.
9. Adjournment: A motion to adjourn was made by Ritzinger, seconded by Ferguson to adjourn. Motion carried.

Respectfully submitted, Jean Ritzinger - secretary

Check Date:

Start: 12/1/2025

End: 12/31/2025

Library Board Approval Report



Vendor Link	Invoice	P. O. #	Description	Invoice Date	Invoice Total
ALEXANDER, TIFFANY					
	5321 2025BOARD		2025 LIBRARY BOARD MEMBER PAYMENT - NINE MEETINGS	12/1/2025	\$450.00
ALLINA HEALTH SYSTEM					
	2543 CI00076093		MULTIPLE DEPTS - AED ADULT/CHILD PADS/BATTERY SETS	11/21/2025	\$195.00
APPLE BOOKS					
	3305 119581		LIBRARY 11/13/25 - 12 BOOKS PURCHASED	11/13/2025	\$281.72
	3305 119735		LIBRARY 12/3/25 - ONE BOOK PURCHASED/DEER HUNTING	12/3/2025	\$20.97
	3305 119744		LIBRARY 12/3/25 ONE BOOK PURCHASED-ORIGINALE	12/3/2025	\$58.50
	9915			Total:	\$361.19
CENGAGE LEARNING					
	123 999101750507		LIBRARY 11/26/25 - ONE BOOK PURCHASED/CORRESPONDEN	11/26/2025	\$28.79
	123 999500003722		LIBRARY 11/27/25 - THREE BOOKS PURCHASED	11/27/2025	\$83.17
	246			Total:	\$111.96
CENTURYLINK					
	1796 764309407		NOV2025 OUTGOING LONG DISTANCE FAX LINES/MULTIP	11/30/2025	\$0.06
CINTAS CORPORATION NO 2					
	70 20450847		11/19/25 LIBRARY RUG SERVICE	11/19/2025	\$135.12
	70 20453996		LIBRARY 12/3/25 RUG SERVICE	12/3/2025	\$125.72
	140			Total:	\$260.84
DAVIS, LORRAINE R					
	5323 2025BOARD		2025 LIBRARY BOARD MEMBER PAYMENT - 11 MEETINGS	12/1/2025	\$550.00
EO JOHNSON CO. INC					
	98 40715678		LIBRARY DEC2025 BASE PYMT FOR RICOH COPIER	12/2/2025	\$155.06
FBG SERVICE CORPORATION					
	364 1008172	250105	NOV2025 MONTHLY CLEANING-MULTIPLE BLDG/LOCATION	11/30/2025	\$2,205.60
HEINSELMAN, KARI					
	4347 2025BOARD		2025 LIBRARY BOARD MEMBER PAYMENT - 10 MEETINGS	12/1/2025	\$500.00
HOFFMAN, JAYNE					
	1388 2025BOARD		2025 LIBRARY BOARD MEMBER PAYMENT - 10 MEETINGS	12/1/2025	\$500.00

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 Start: 12/1/2025
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Vendor Link	Invoice	P. O. #	Description	Invoice Date	Invoice Total
HUNT ELECTRIC CORPORATION					
	4460 25101838		LIBRARY-2025 ANNUAL FIRE ALARM INSPECTION	11/18/2025	\$690.00
	4460 25110127		LIBRARY - REPLACE MOTORIZED SERVO ON LL DOORS	12/5/2025	\$1,150.00
	8920			Total:	\$1,840.00
INGRAM LIBRARY SERVICES					
	620 91841667		LIBRARY 11/10/25 - TWO BOOKS PURCHASED	11/10/2025	\$25.92
	620 91841666		LIBRARY 11/10/25 - TWO BOOKS PURCHASED	11/10/2025	\$27.97
	620 91841665		LIBRARY 11/10/25 - ONE BOOK PURCHASED	11/10/2025	\$10.23
	620 91841664		LIBRARY 11/10/25 - FOUR BOOKS PURCHASED	11/10/2025	\$98.27
	620 91841663		LIBRARY 11/10/25 - TWO BOOKS PURCHASED	11/10/2025	\$22.70
	620 91841662		LIBRARY 11/10/25 - SIX BOOKS PURCHASED	11/10/2025	\$93.77
	620 91841661		LIBRARY 11/10/25 - TWO BOOKS PURCHASED	11/10/2025	\$32.11
	620 91841660		LIBRARY 11/10/25 - ONE BOOK PURCHASED/I DANCE	11/10/2025	\$9.04
	620 91946452		LIBRARY 11/13/25 - SIX BOOKS PURCHASED	11/13/2025	\$107.36
	620 91946451		LIBRARY 11/13/25 - SEVEN BOOKS PURCHASED	11/13/2025	\$75.93
	620 91946450		LIBRARY 11/13/25 - ONE BOOK PURCHASED/LITTLE BOOK	11/13/2025	\$9.08
	620 91946449		LIBRARY 11/13/25 ONE BOOK PURCHASED/FODOR ESSENTIA	11/13/2025	\$16.50
	620 91985831		LIBRARY 11/14/25 - ONE BOOK PURCHASED/7 RINGS	11/14/2025	\$25.80
	620 92002157		LIBRARY 11/16/25 TWO BOOKS PURCHASED	11/16/2025	\$42.19
	620 92002156		LIBRARY 11/16/25-TWO BOOKS PURCHASED	11/16/2025	\$26.07
	620 92002155		LIBRARY 11/16/25-FOUR BOOKS PURCHASED	11/16/2025	\$82.73
	620 92002154		LIBRARY 11/16/25-THREE BOOKS PURCHASED	11/16/2025	\$41.83
	620 92002153		LIBRARY 11/16/25-THREE BOOKS PURCHASED	11/16/2025	\$49.65
	620 92014225		LIBRARY 11/17/25-14 BOOKS PURCHASED	11/17/2025	\$219.28
	620 92014224		LIBRARY 11/17/25 ONE BOOK PURCHASED- SECRET NIGHTS	11/17/2025	\$11.50

Check Date:
 Start: 12/1/2025
 End: 12/31/2025

Library Board Approval Report



Vendor Link	Invoice	P. O. #	Description	Invoice Date	Invoice Total
	620 92014223		LIBRARY 11/17/25-ONE BOOK PURCHASED/DORY	11/17/2025	\$10.16
	620 92014222		LIBRARY 11/17/25-THREE BOOKS PURCHASED	11/17/2025	\$47.85
	620 92056151		LIBRARY 11/18/25-ONE BOOK PURCHASED/DIRT	11/18/2025	\$19.07
	620 92056150		LIBRARY 11/18/25-ONE BOOK PURCHASED/VIOLET THISTLE	11/18/2025	\$11.81
	620 92093292		LIBRARY 11/19/25 - ONE BOOK PURCHASED/PARKERS SHOW	11/19/2025	\$26.92
	620 92120375		LIBRARY NOV2025 - 36 BOOKS PURCHASED	11/20/2025	\$546.65
	620 92120374		LIBRARY 11/20/25 - ONE BOOK PURCHASED/SPONGEBOB	11/20/2025	\$14.47
	620 92120373		LIBRARY 11/20/25-TWO BOOKS PURCHASED	11/20/2025	\$32.68
	620 92144873		LIBRARY 11/21/25 - TWO BOOKS PURCHASED	11/21/2025	\$44.84
	620 92190983		LIBRARY 11/24/25 - 15 BOOKS PURCHASED	11/24/2025	\$148.51
	620 92190982		LIBRARY 11/24/25-ONE BOOK PURCHASED/108 ASIAN COOK	11/24/2025	\$22.83
	620 92190981		LIBRARY 11/24/25 ONE BOOK PURCHASED/SONIA & SUNNY	11/24/2025	\$18.21
	620 92212308		LIBRARY 11/24/25 - 16 BOOKS PURCHASED	11/24/2025	\$103.18
	620 92190980		LIBRARY 11/24/25-FIVE BOOKS PURCHASED	11/24/2025	\$57.35
	620 92212307		LIBRARY 11/24/25-SEVEN BOOKS PURCHASED	11/24/2025	\$120.91
	620 92303366		LIBRARY 11/28/25-10 BOOKS PURCHASED	11/28/2025	\$101.30
	620 92303367		LIBRARY 11/28/25-ONE BOOK PURCHASED/MY SISTER	11/28/2025	\$13.70
	620 92303368		LIBRARY 11/28/25-ONE BOOK PURCHASED/FLORA NOUVEAUX	11/28/2025	\$15.97
	620 92303369		LIBRARY 11/28/25-TWO BOOKS PURCHASED	11/28/2025	\$34.03
	620 92303365		LIBRARY 11/28/25-ONE BOOK PURCHASED/DAY IN LIFE	11/28/2025	\$17.13
	620 92303364		LIBRARY 11/28/25-ONE BOOK PURCHASED/BEHIND MIRROR	11/28/2025	\$15.89
	620 92056149		LIBRARY 11/18/25 TWO BOOKS PURCHASED	11/30/2025	\$30.75
	620 92056148		LIBRARY 11/18/25 EIGHT BOOKS PURCHASED	11/30/2025	\$141.96
	620 92584742		LIBRARY 12/8/25-FOUR BOOKS PURCHASED	12/8/2025	\$74.18

Check Date:
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 End: 12/31/2025

Library Board Approval Report



Vendor Link	Invoice	P. O. #	Description	Invoice Date	Invoice Total
	620 92584743		LIBRARY 12/8/25-THREE BOOKS PURCHASED	12/8/2025	\$39.30
	620 92584744		LIBRARY 12/8/25-ONE BOOK PURCHASED/LIVING & DEAD	12/8/2025	\$17.62
	620 92640995		LIBRARY 12/9/25-ONE BOOK PURCHASED/EYEWITNESS DOG	12/9/2025	\$18.51
	29140			Total:	\$2,773.71
METRO, MICHAEL					
	2220 2025BOARD		2025 LIBRARY BOARD MEMBER PAYMENT - 10 MEETINGS	12/1/2025	\$500.00
MIDWEST TAPE					
	409 507978987		LIBRARY 11/3/25 - ONE AUDIOBOOK PURCHASED/TWICE	11/3/2025	\$31.99
	409 508019307		LIBRARY 11/11/25 - ONE AUDIOBOOK PURCHASED	11/11/2025	\$39.99
	409 508019306		LIBRARY 11/11/25 - ONE AUDIOBOOK PURCHASED/WIDOW	11/11/2025	\$55.99
	409 508046114		LIBRARY 11/17/25 - ONE AUDIOBOOK PURCHASED/7 RINGS	11/17/2025	\$44.99
	409 508143115		LIBRARY 12/8/25 - ONE AUDIOBOOK PURCHASED/GONE	12/8/2025	\$45.99
	409 508143117		LIBRARY 12/8/25-TWO AUDIOBOOKS PURCHASED	12/8/2025	\$85.98
	2454			Total:	\$304.93
NELSON, ANN					
	6126 2025BOARD		2025 LIBRARY BOARD MEMBER PAYMENT - NINE MEETINGS	12/1/2025	\$450.00
PYE-BARKER FIRE & SAFETY LLC					
	1260 IVN00361108		PUBLIC LIBRARY-FIVE YR PIPE INTERNAL INSP/ASSESS	11/25/2025	\$2,013.00
RITZINGER, JEAN					
	1371 2025BOARD		2025 LIBRARY BOARD MEMBER PAYMENT - 11 MEETINGS	12/1/2025	\$550.00
RIVER CITY STITCH					
	2526 35466		THROUGH SEPT2025-STAFF CITY LOGOWEAR	11/1/2025	\$385.34
RIVERLAND LASER LLC					
	5501 0043556		LIBRARY - ONE PLASTIC NAME TAG W/MAGNET	11/25/2025	\$15.00

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Vendor Link	Invoice	P. O. #	Description	Invoice Date	Invoice Total
SAVATREE LLC					
	772 001491472		LIBRARY 140 UNION ST-TAKE DOWN TREES/HEDGE JUNIPER	11/1/2025	\$1,450.00
	772 001530809		LIBRARY - TWO SPRUCE STUMPS BY FRONT ENTRANCE	11/30/2025	\$350.00
	1544			Total:	\$1,800.00
SCHINDLER ELEVATOR CORP					
	444 4607302505		LIBRARY DEC2025 ELEVATOR PREVENTIVE MAINT SERVICE	12/1/2025	\$259.13
	444 4607302505		LIBRARY DEC2025 ELEVATOR PREVENTIVE MAINT SERVICE	12/1/2025	\$518.26
	888			Total:	\$777.39
ST CROIX VALLEY NATURAL GAS CO					
	255 NOV2025		NOV2025 NATURAL GAS BILL	11/30/2025	\$1,071.32
STAPLES INC					
	1552 44019722		LIBRARY 5/6/25 - FOUR BOXES COPY PAPER	11/30/2025	\$171.96
	1552 44527521		LIBRARY 6/13/25-FOUR BOXES COPY PAPER	11/30/2025	\$151.96
	1552 45305684		LIBRARY 8/13/25 - FOUR BOXES COPY PAPER	11/30/2025	\$175.96
	4656			Total:	\$499.88
STAPLES INC - VT					
	2376 DET10146807/N OV2025		NOV2025 OFFICE SUPPLIES FOR MULTIPLE DEPTS	11/30/2025	\$475.62
THOMPSON, THOMAS					
	5755 20677	250159	Engineering Services for Library HVAC	11/19/2025	\$12,000.00
T-MOBILE USA INC					
	269 952886095/OCT 2025		10/11/25-11/10/25 LIBRARY MOBILE INTERNET CHARGES	11/30/2025	\$344.40
ULINE INC					
	1097 201671223		LIBRARY - TWO PLASTIC AFRAME SIGNS	12/10/2025	\$298.06
UWRF FAST COPY					
	290 INV25-4000		LIBRARY - FOUNDATION ENVELOPES	11/30/2025	\$86.20
WELD RILEY SC					
	301 NOV2025		NOV2025 NEWSPAPER NOTICES-ADV/ORDINANCE/AGENDA/MTG	11/30/2025	\$53.00
WI DEPARTMENT OF REVENUE					
	3 NOV2025SALES TAX		NOV2025 SALES TAX	12/1/2025	-\$0.29

Check Date:
Start: 12/1/2025
End: 12/31/2025

Library Board Approval Report



Vendor Link	Invoice	P. O. #	Description	Invoice Date	Invoice Total
	3 NOV2025SALE S TAX		NOV2025 SALES TAX	12/1/2025	\$34.66
	6			Total:	\$34.37
108436				Grand Total:	\$31,561.93

RIVER FALLS PUBLIC LIBRARY

Director's Report – Tanya Misselt

January 5, 2026 Meeting

Use of Campaign Funds and Library Impact Fees

Expenditure of the FCKBA Foundation and Hugh J. Andersen Foundation donations must align with the list of needed building projects found on grant applications. The Library Foundation, who currently has custody of the FCKBA Foundation and Hugh J. Andersen donations, has approved the transfer of \$950,000 to the Library for the restricted use for items listed in the grant applications. The Library Board of Trustees should also approve the transfer and stipulated grant application usage. The City Finance Department has agreed to manage these funds in a municipal pool account held only for the library building and used only by authorization of the Library Board of Trustees. A new Trust Fund account has been created for this purpose.

FCKBA Foundation and Hugh J. Andersen Foundations Project Budget (plus Library Impact Fee)	
Revenue Source	Revenue
FCKBA Foundation	\$750,000
Hugh J Andersen Foundation	\$200,000
City Funds from Library Impact Fees	\$218,501
TOTAL Revenue	\$1,168,501

Item Description of Expenditures	Estimated Cost
HVAC materials and labor (plus concrete and fencing)	\$475,000
Solar Roof Southside	\$338,396
Replace Humidifier	\$118,230
Parking lot	\$72,276
Replace three self-check machines	\$32,000
Upgrade to LED Lighting	\$27,000
Security Camera System	\$20,000
Donor Recognition Wall	\$15,000
Window covers and shades	\$15,000
CD (Music/Audio Book) Shelving (might be covered by FFP)	\$11,500
Glass Art Installation	\$10,000
Power Over Ethernet (for room reservation tablets and door counting)	\$10,000
Room Reservation Tablets	\$3,550
Door Count	\$3,000
One refrigerator	\$2,500
Lighting for ten built-in display cases in lower level	\$1,000
Lighting for one mobile display case on main floor	\$1,000
Furniture and misc. stipulated items (TBD after FFP grant is exhausted)	
TOTAL Expenditure (estimate)	\$1,155,452

By law, Library Impact Fees also have limited use for building projects. I recommend that the \$218,501 in Library Impact Fees held by the City of River Falls, go toward much needed updates to our 27-year-old HVAC system.

HVAC

The useful life of the Library HVAC system is 25 years. It is now 28 years old. The best proposal will provide renewal to the current system will add another 20 years to the HVAC and is more than half a million dollars cheaper than the next lowest bid.

In June 2025, the former Facilities Supervisor Dan Murphy completed comprehensive research in search of the best plan and cost for renewal of our HVAC system. He estimated \$550,000 which included a new concrete pad and fence around the exterior HVAC system.

In November 2025, the newly appointed Facilities Supervisor Ken Thill received a proposal of \$460,000 from T2 Engineering. This does not include the concrete pad and fence. I strongly recommend that the Library Board quickly move to accept this proposal.

A copy of an email from Dan Murphy and the proposal are attached, as well as T2 Engineering's proposal and warrantee.

Ken Thill reports that the warranty trade standard is 5 years for a compressor and one year on other parts and labor. He also reports, "The City of River Falls has worked with Tom Thompson of T2 Engineering on several projects within the city. Most recently, he designed a make-up air system with air conditioning for the line crew room, as well as a system for the mechanic lead's office and parts room. Both systems are operating as designed with no issues."

Humidifiers

The library is served by four humidifiers, one on each air handler. The main-level humidifiers are original to the building, and the lower-level humidifier was installed in 2003; all have reached or exceeded their expected useful life and are in need of replacement.

The proposed replacement units are resistive humidifiers, which offer improved reliability, require less routine maintenance, and have a longer cylinder life compared to the existing equipment. Replacing these aging humidifiers will help ensure consistent humidity control throughout the building while reducing maintenance demands and long-term operating costs.

The quotes from Option One Mechanical are a combined \$118,230 plus Ken estimates less than \$2,000 for electrical. The attached quotes from Option One Mechanical are a combined \$56,570 cheaper than the competition and are better quality.

Renew & Inspire Capital Campaign Financial Report

FFP Grant	\$4,080,488
Donations Received	\$1,055,452
RCU Foundation- Pending Check	\$100,000
Confidential Foundation - Pending	\$200,000
Donations Pledged (2026-2027)	\$66,550
<i>**Includes 5K verbal +pledge Tues Club</i>	
Library Impact Fees	\$218,501
Total	\$5,719,465
Percent to \$7.5M Goal	76%

Library Trust Fund and Endowment

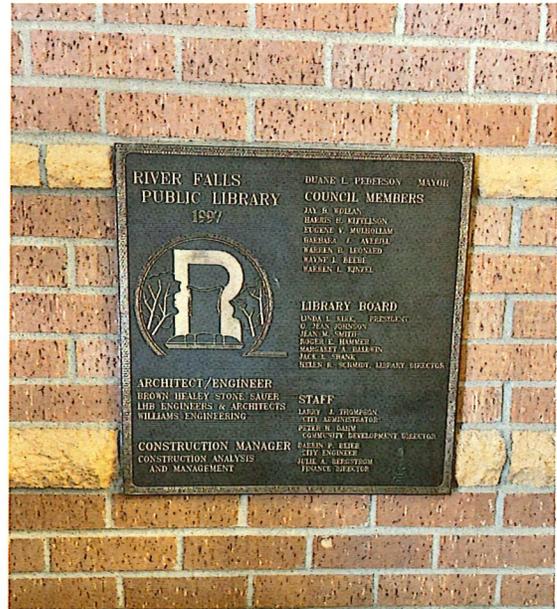
Library Trust Fund 255 – Balance 12/31/2025	
Cash	\$181,929.69
Library Endowment	\$790,779.47
Total	\$972,709.16

Phase 2 Renovation Update

Construction workers found a time capsule circa 1976 behind a wall when the men’s room was being deconstructed. The time capsule was between a dedication plaque in the vestibule on the parking lot side of the library and the men’s room. Among other things, it contained some coins from special historical years in the development of the RFPL (1906, 1958, 1971, 1996), a computer disk of card catalog records, a VHS tape titled “Old River Falls”, a news clipping, capital campaign booklet, bookmark, and library magnet.



Construction workers find time capsule, circa 1996!



Time capsule located behind plaque.



Children’s Area lofted ceiling area painted sky blue. Some accent walls painted green.



Blue accent wall in Teen Area



Expanded Board Room with mustard accent wall.



Framed out for glass wall between Mtg. Room A & B off lobby.

Meeting Room A & B were going to be separated by a folding wall, but after inspecting the ceiling and the way a folding wall would occupy the space when open, it was mutually agreed that a glass wall with locking glass double doors that opened 180 degrees would be a better option.

Procedure for Potential Immigration and Customs Enforcement (ICE) Visit

While we have no specific information that ICE will visit the Library, local libraries are preparing for such an event. The attached procedure was developed by the Library Director after research and input from the IFLS Library System. This procedure has been approved by the City Attorney and submitted to both the City Clerk and Police Chief. This is a step-by-step procedure that follows existing laws and not a policy that outlines organizational values or philosophies. Formal Library Board approval of internal procedures is not required. While policies are posted on our website, internal procedures are not. A copy of the procedure is attached.

Trustees Assigned to 2026 Foundation Meetings

January 28 – Tiffany Alexander
February 25 – Mike Metro
March 25 – Nick Carow
April 29 – Kari Heinselmann
May 27 – Ann Nelson
June 24 – Jean Ritzinger

New Foundation Board of Trustee Members

- Patricia La Rue
- Mary Baumgartner
- Anna Zalusky

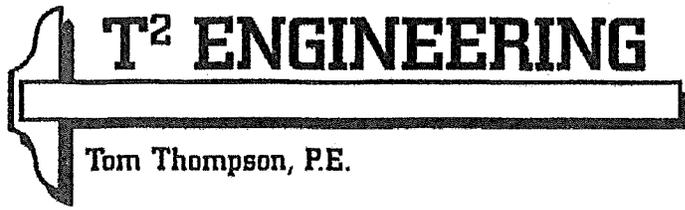
- Mary Torgerson
- Theresa De Rusha

Foundation Board of Directors Assigned to 2026 Board of Trustee Meetings

February 2 – Patricia LaRue

March 2 – Callie Trautmiller

April 6 – Linda Jacobson



November 21, 2025

City of River Falls

222 Lewis St.

River Falls, WI 54022

Attn: Ken thill

Re: Library Air Conditioning

Ken:

I have put together a budget price for the replacement of 5 air conditioning units at the library including new condensing unit and new indoor coils. This includes the replacement of the existing refrigeration piping and the reuse of the existing pipe sleeves.

- | | |
|--|--------------|
| a. Materials including condensing units, coils, refrigeration piping in the mechanical room and at the condensing units and refrigerant. | \$295,000.00 |
| b. Labor and Crane work | \$130,000.00 |
| c. Electrical and Controls | \$35,000.00 |
| d. Total | \$460,000.00 |

This work does not include the removal and replacement of the fence at the condensing units, the landscaping in the enclosures or the concrete work for the extension of the pads. I would budget about \$4,000.00 for the concrete work

Sincerely:

Tom Thompson PE

3570 Kosec Drive Red Wing, MN 55066 (651)380-4173

1062 Dodd Road
West St. Paul, MN 55118

Tel. 6519556369



QUOTATION NO. 132

Date: 12/02/2025
Site: Library
Site Address: River Falls WI 54022
Salesperson:
Valid For: 30 Day(s)
Valid Until: 12/31/2025

City Of River Falls
222 Lewis Street
River Falls WI 54022



Job Scope; Provide & replace (2) VFD's serving separate AHU's with new Yaskawa VFD's.

- Disconnect and remove existing VFD's.
- Fasten new VFD's to wall.
- (1) 10HP VFD Yaskawa VFD
- (1) 5HP VFD Yaskawa VFD
- Land Low voltage wire
- Commission
- Start-up

Plus electric of about \$2,000

Exclusions: High voltage electrical work and any conduit.

Installation

Sub-Total ex Tax	\$7,594.90
Tax	\$0.00
Total inc Tax	\$7,594.90

Sub-Total ex Tax	\$7,594.90
Tax	\$0.00
Total inc Tax	\$7,594.90



QUOTATION NO. 151

City Of River Falls
222 Lewis Street
River Falls WI 54022

Date: 12/17/2025
Site: Library
Site Address: River Falls WI 54022
Salesperson:
Valid For: 30 Day(s)
Valid Until: 01/16/2026

Job Scope: Replace four existing humidifiers with new Condair resistive units and RO system with water softener.

(1) Condair (formerly Nortec) RS 130/208/3 Resistive Steam Humidifier with: Tag: NHMC100
-RO/DI Water Supply, Microprocessor controls, BACnet MSTP, 0-10V Digital Duct Humidistat pkg, Switch Air Proving (duct airflow safety interlock), Steam Distributor CSD 24

(1) Condair (formerly Nortec) RS 020/208/3 Resistive Steam Humidifier with: Tag: NHMC020
-RO/DI Water Supply, Microprocessor controls, BACnet MSTP, 0-10V Digital Duct Humidistat pkg, Switch Air Proving (duct airflow safety interlock), Steam Distributor ASD 12

(1) Condair (formerly Nortec) RS 065/208/3 Resistive Steam Humidifier with: Tag: NHMC050
-RO/DI Water Supply, Microprocessor controls, BACnet MSTP, 0-10V Digital Duct Humidistat pkg, Switch Air Proving (duct airflow safety interlock), Header mini SAM-e 12", 3" ctr, 1.75" tube

(1) Condair (formerly Nortec) RS 045/208/3 Electrode Steam Humidifier with: Tag: VM99-12
-RO/DI Water Supply, Microprocessor controls, BACnet MSTP, 0-10V Digital Duct Humidistat pkg, Switch Air Proving (duct airflow safety interlock), Steam Distributor ASD 42

(1) Condair (formerly Nortec) Reverse Osmosis Treatment system, including: Tag: RO
-Kinetico cc206c Softener
-Dechlorinator 1100
-Flexwave Steel RO Tank, 15 gal
-Cable RO-E to Humidifier
-Scala2 Booster pump

(1) Water feed line to mechanical room piped in pex tubing (existing copper line cannot be utilized)

INCLUDES: Factory test & start-up and 1st Year labor warranty (if any components fail under manufacture warranty)

EXCLUDES: Electrical

Installation

Sub-Total ex Tax	\$110,634.80
Tax	\$0.00
Total inc Tax	\$110,634.80

River Falls Public Library Wi-Fi Hotspot Policy

Approved: 12/7/2015, 1/4/2016, 8/1/2016, 7/13/2020, 10/17/2022, 02/02/2026

Overview:

The River Falls Public Library has Wi-Fi hotspots available for checkout.

Loan Period: ~~14 days~~ 30 days

Renewals: No renewals.

Wi-Fi Hotspots must be reserved using the MORE catalog. Wi-Fi Hotspots may not be renewed. Limit one Wi-Fi Hotspot per household. Members of the same household are asked to wait one week between Wi-Fi Hotspot check-outs due to high demand.

Customers must be 18 and over to check out a Hotspot and have a library card for 30 days.

Wi-Fi Hotspots must be checked out from and returned to the desk at the River Falls Public Library. No courier to other libraries is available. Do not place in book drop.

Fee for Damage or Loss: The library reserves the right to charge fees for damage or loss of the Wi-Fi Hotspot, up to and including the current replacement cost.

Do not attempt repairs, adjustments or alterations of any kind.
Fees may also be charged for loss of package parts.

Current replacement price:

Wi-Fi Hotspot- \$110

Carrying case - \$20.00

Power cord - \$15.00

User's guide - \$2.00

Library staff will check to see that all equipment is functioning properly upon return.

Wi-Fi Hotspots connect to the internet using a G4/G5 mobile connection. If you live in an area without good mobile phone coverage, the Wi-Fi Hotspot may not work in your location.

If the Wi-Fi Hotspot is lost, stolen or not returned within 7 days after the due date, it will be deactivated and will no longer have a cellular connection.

By checking out a library Wi-Fi Hotspot, you agree to follow the Library Internet Use Policy. The library is not responsible for any loss of personal information/data or identify fraud that may result from using a library Wi-Fi Hotspot.

Sunset Clause:

Effective December 1, 2028, the loan period will revert from 30 days to 15 days following the expiration of the two-year service contract for 30 hotspots, which runs from January 2026 through December 2028.

River Falls Public Library
Procedure for Immigration and Customs Enforcement (ICE) Visits to the Library
(updated 1/23/2026)

ICE AGENTS VISITING PUBLIC AREAS OF RIVER FALLS PUBLIC LIBRARY

Public Areas Defined: Public areas include the vestibules, entry, public bathrooms, meeting rooms, study rooms, programming rooms, stacks, space in front of public service desks. While some construction areas that are normally considered public are not currently held open to the public, they are public areas.

ICE agents may enter public areas of the library without permission.

Treat them the same as our local police and other law enforcement officers. Be polite.

Notify the Director or Librarian in Charge (LIC) of any ICE agents entering public areas.

Remember:

- At any time, the LIC may ask the agent(s) why they are there or if you can help.
- At any time, the LIC may ask to see their badge and identification card
- It is always good to have another staff member in the area observing
- Local police may be called at the discretion of any staff member at any time.

Do not impede their access to public areas or interfere with the visit, unless ICE Agents are disruptive as defined by our Safety and Rules Policy. In which case, the LIC may request that disruptive behavior be discontinued.

Write a report and file it with the Director.

SEARCHES AND ACCESS TO NONPUBLIC AREAS

Nonpublic Areas Defined: Spaces that are nonpublic include, but are not limited to, staff offices, staff workroom, staff breakroom, staff bathroom, lockers used by staff, storage spaces, locked cabinets in public areas, mechanical rooms, and custodial closets.

The LIC should contact the Library Director regarding any request and/or search or access to nonpublic areas.

Tanya Misselt

xxx-xxx-xxxx (cell phone)

xxx-xxx-xxxx (alternative number)

Remember:

Law enforcement cannot enter nonpublic areas of the library unless they have consent, a judicial warrant, or there are exigent circumstances.

In the absence of the Director (meaning you have tried to reach me but cannot), the LIC, or any Librarian, can grant or deny permission for law enforcement to enter non-public areas.

Only the Director, or a Librarian, can give consent to enter nonpublic areas of the library.

Director or Librarian in absence of the Director, should:

Contact the City Attorney

Christopher B. Gierhart, Attorney

Weld Riley, S.C.

Phone: xxx-xxx-xxxx

Fax: xxx-xxx-xxxx

E-mail:

Ask the agent(s) to see their badge and identification card. Record their name, badge number, and contact information.

Explain that they do not have consent to enter the nonpublic areas of the library without a judicial warrant signed by a judge.

If an agent decides to search your library's nonpublic areas, **do not resist**, but tell them: "I do not consent to a search."

If agents try to enter a private area, you may say: "This is a private, staff-only area. You cannot enter without a judicial warrant. Do you have a judicial warrant?"

If agents say they have a judicial warrant, ask for a copy and read it. A judicial warrant must be signed by a federal or state judge or magistrate. This should be printed on the document, generally at the top.

Retain a copy of the warrant.

KNOW THIS: An administrative warrant, which is issued by an administrative agency, alone does **not** give agents the right to enter private areas without your permission. Administrative warrants are not from a court. ICE/Immigration administrative warrants generally list "Department of Homeland Security" and are on Forms I- 200 (Warrant for Arrest of Alien) or I-205 (Warrant Of Removal/Deportation) – these forms may authorize agents to arrest individuals, but not to access non-public areas of public libraries.

Write a detailed report and file it with the Director.

REMOVAL OF LIBRARY USER BY ICE AGENT

Removal Defined: This is a situation in which an ICE agent(s) tries to detain and/or leave the library facility with the individual(s) against their will or by force.

Director or LIC in the absence of the Director should:

Ask to see the agent(s) badge, and identification card.

Record their name, badge number, and contact information.

Do not impede the agents.

Do not assist the individual(s) in escaping or hiding, including using a backdoor or other staff only exit.

Do not make a false statement to the ICE agent(s)

Do write a detailed report and file it with the Director.

REQUEST FOR ACCESS TO RECORDS OR BORROWER/CUSTOMER INFORMATION

Library User Information: Records of any library which is in whole or in part supported by public funds, including the records of a public library system, indicating the identity of any individual borrower or users of library documents or other materials, resources, or services. (Please interpret this definition in the broadest sense and refer to supporting documents below. Including, but not limited to, the River Falls Public Library Confidentiality Policy.)

When the ICE agents visit the library, they may be seeking an individual but may also ask for documentation that includes library user information.

The Director or LIC in absence of the Director, should:

Ask the ICE agent to see their badge and identification card. Record their name, badge number, and contact information.

Ask the agent for a judicial subpoena or judicial warrant.

Contact the City Attorney.

Library employees will not attempt to determine the validity of any legal documents. Wait for consultation with the City Attorney before releasing library user information.

Retain a copy of the legal documents and make a copy of any records that are released.

Supporting Documents

Confidentiality of Library Records Wis. Stat. §43.30:

<https://docs.legis.wisconsin.gov/statutes/statutes/43/30?view=section>

General Duties of Public Officials - Personal Information Practices Wis. Stat. §19.62 and §19.80:

<https://docs.legis.wisconsin.gov/statutes/statutes/19/iv/62>

River Falls Public Library Confidentiality Policy:

<https://riverfallspubliclibrary.org/wp-content/uploads/2023/02/Confidentiality-Policy-2019.pdf>

River Falls Public Library Safety and Rules Policy:

<https://riverfallspubliclibrary.org/wp-content/uploads/2023/02/Safety-and-Rules-of-the-Library-Policy-2017.pdf>