



City of Mora
Kanabec County, Minnesota
Meeting Agenda
City Council

Mora City Hall
101 Lake St. S
Mora, MN 55051

Tuesday, February 21, 2023

6:30 PM

Mora City Hall

1. **Call to Order/ Pledge of Allegiance**
2. **Roll Call**
3. **Adopt Agenda** *(No item of business shall be considered unless it appears on the agenda for the meeting. Council members may add items to the agenda prior to adoption of the agenda.)*
4. **Consent Agenda** *(Those items listed under Consent Agenda are considered to be routine by the City Council and will be acted upon by one motion under this agenda item. There will be no separate discussion of these items, unless a Council Member so requests, in which event, the item will be removed from the consent agenda and considered immediately after the adoption of the consent agenda.)*
 - a. Minutes
 - b. Claims
 - c. Gambling Permit – Kick Cancer to the Curb
 - d. Accept Firefighter Resignation – Bradley Hollerbach
5. **Open Forum** *(Individuals may address the council about any item not contained on the regular agenda. There is a maximum of fifteen (15) minutes set aside for open forum. A maximum of three (3) minutes is allotted per person. The City Council will take no official action on items discussed at the forum, with the exception of referral to staff for future report.)*
6. **Special Business**
 - a. Mayoral Proclamation – School Board member Appreciation Month
 - b. Mora Area Fire Department - Garage Door Purchase Request
7. **Public Hearings**
 - a. None
8. **New Business**
 - a. Wellness Fund Contribution
 - b. Recommendation for Appointment of Firefighter III – James Hallin
 - c. Small Cities Development Program Grant Amendment
 - d. Northstar RE release of escrow funds
 - e. Library Grant- Letter of Support
 - f. Sick Leave Donation Policy
9. **Old Business**
 - a. Carpet Bids
 - b. 9th Street / Highway 65 Turn Lane MnDOT Cooperative Agreement - Resolution No. 2022-221
 - c. Capital Improvement Street Plan – SEH
10. **Communications**
 - a. KCSO- Monthly Report
 - b. MAFD- Monthly Report
 - c. Airport Board- Meeting Minutes
 - d. Planning Commission- Meeting Minutes
 - e. Economic Development Authority – Meeting Minutes
 - f. Economic Development Authority – Annual Summary of Activities
 - g. 2022 Summary of Construction Activity
11. **Reports**
 - a. City Administrator
 - b. Councilmember Anderson
 - c. Councilmember Broekemeier
 - d. Councilmember Shepard

- e. Councilmember Youngquist
- f. Mayor Mathison

12. Closed Session *In accordance with Minn. Stat. § 13D.03; 13D.05, subd. 3, the City Council may hold a closed session asking price for property, review of confidential appraisals, develop offers or counteroffers.*

13. Adjournment

Pursuant to due call and notice thereof Mayor Jake Mathison called to order the regular meeting of the Mora City Council at 6:30 PM on Tuesday, January 17, 2022 in the City Hall council Chambers.

1. Call to Order/Pledge of Allegiance: 6:30PM

2. Roll Call: Mayor Mathison, Councilmembers Jody Anderson, Kyle Shepard, Sadie Broekemeier and Dave Youngquist.

Staff Present: Glenn Anderson City Administrator, Natasha Segelstrom Administrative Services Director, Joe Kohlgraf Public Works Director, Jeff Krie Parks and Recreation Coordinator.

3. Adopt Agenda: MOTION made by Shepard, seconded by Broekemeier, and unanimously carried to adopt the agenda as presented.

4. Consent Agenda: Mathison brought forward the consent agenda. Councilmember Anderson requested additional information on the claims report for the following: Red fire truck battery and Tanner Business Analytics. Staff stated they would investigate the purchase for the fire truck battery and clarified that the payment to Tanner Business Analytics was the only payment made for the Classification and Compensation Study.

MOTION made by Shepard, seconded by Anderson, and unanimously carried to approve the consent agenda as presented.

- a. Regular Meeting Minutes – January 3, 2023
- b. December 2022 Claims
- c. 2023 Mora Aquatic Center Season
- d. Tobacco License – Dollar General

5. Open Forum: Jon Larson of Vasaloppet USA spoke to the council and thanked the City for support from previous years and requested the City's assistance to place snow on the streets. Larson noted the 51st Vasaloppet weekend would have new activities for the community to include BINGO, wine tastings, band, Vasa Radio Hour, and races.

6. Special Business

- a. Offer of Employment Accountant: The Council reviewed the offer of employment for Kelly Christiansen who was in attendance to the meeting and thanked staff and council for the opportunity. Anderson explained there were seven applicants and three interviewed for the position. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to approve the hire of Kelly Christianson.
- b. Pay Equity Report: The council reviewed the Pay Equity Report and asked if the city was in compliance. Segelstrom stated there were no concerns. MOTION made by

Broekemeier, seconded by Youngquist, and unanimously carried to approve the Pay Equity Report.

7. Public Hearings: There were no public hearings.

8. New Business:

- a. City Hall Offices: The Council reviewed the proposal for carpet in the rear office spaces of City Hall. City Administrator Anderson brought forward the proposal stating that the painted concrete is wearing off, the surface poses a slip hazard when wet and there should have been carpet installed years ago and is a long-term investment. He noted that the space is currently used by Krie, and the quote also included the rear accountant's office. The council further discussed whether the request is a need or a want and how often do community members go into those office spaces. Mathison suggested that staff receive another quote and council suggested alternative methods for resurfacing the floor such as epoxy, carpet tiles and paint. MOTION made by Broekemeier, seconded by Anderson, and unanimously carried to table the purchase and directed staff to obtain quotes for epoxy flooring, all carpet, carpet tile and a quote for the one office space in the rear.

9. Old Business:

- a. 2023 Boards/Appointments: The City Council reviewed the boards and commissions presented at the January 3, 2023 City Council meeting. It was brought to the Council's attention there had not been a formal MOTION to approve the appointments and that a second City Council member must be appointed to the Economic Development Authority per the EDA's bylaws. Mathison appointed Councilmember Anderson as the second Council representative. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to appoint Anderson to the City EDA and approve the boards and appointments as presented (see attached).

10. Communications: The City Council reviewed the monthly communications.

- a. **MAFD Monthly Report – December 2022**
- b. **KCSO Monthly Report - December 2022**
- c. **Park Board Meeting Minutes-** Fox Run Playground Grant is in progress. Councilmember Anderson recommended the Park Board reach out to the Lions Club for assistance with the project.

11. Reports

- a. City Administrator: Stated the License Committee would meet and bring forward additional information later. Extended an invite for March 9th Day on the Hill at the Capital for councilmembers. Provided a brief update on tree removal and pole replacement for the utilities. Kohlgraf provided further detail at Anderson's request.
- b. Councilmember Anderson: Brought forward concern that a small group of people representing the city without the entire council approval for THC and brought forward questions on the hiring process within the city. Mathison explained further detail on the THC committee's approach.

- c. Councilmember Broekemeier: Recapped THC workgroup with Patti Miller, Brian Smith, and Kathi Burski which has looked at pros and cons of a moratorium and legislation proposed. Discussed dispensary and ensuring that compliance and safety considerations were looked at and this information was brought forward to Rep. Nelson and Senator Rarick to address local community options rather than the state. She has gotten a lot of questions on the second Dollar General in the City and why the city doesn't allow other businesses. How can the City and Council get more people involved or get information to the community and process of having a business come to Mora.
- d. Councilmember Shepard: Attended the Lakes Association meeting, noting it was not a formal meeting due to no quorum but in the future, Mora Lake could be added. The Dog Park is doing well and thanked Kohlgraf and the street crew for their snow removal.
- e. Councilmember Youngquist: Thanked City staff and city council, it's been great to work with and agreed with the current process of interviews.
- f. Mayor Mathison: Nothing new to report.

12. Adjournment: MOTION by Shepard, seconded by Broekemeier, and unanimously carried to adjourn at 7:22pm.

Mayor

City Clerk

CITY OF MORA

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 001269 MSRS						
001269	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,094.63
CHECK # 001269 MSRS						\$1,094.63
CHECK # 001270 MSRS						
001270	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$540.00
CHECK # 001270 MSRS						\$540.00
CHECK # 001271 MSRS						
001271	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$820.00
CHECK # 001271 MSRS						\$820.00
CHECK # 001272 TASC-TOTAL ADMIN SERVICE COOP						
001272	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$96.00
001272	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL CONTRIB	\$317.25
001272	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYER CONTR	\$1,000.00
001272	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYEE CONTR	\$418.00
CHECK # 001272 TASC-TOTAL ADMIN SERVICE COOP						\$1,831.25
CHECK # 001273 MN DEPT OF REVENUE						
001273	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE WITHHO	\$2,861.55
CHECK # 001273 MN DEPT OF REVENUE						\$2,861.55
CHECK # 001274 US TREASURY - IRS						
001274	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$1,983.60
001274	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$8,481.58
001274	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FED W/H	\$5,244.82
CHECK # 001274 US TREASURY - IRS						\$15,710.00
CHECK # 001275 MN DEPT OF REVENUE						
001275	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE W/HOLD	\$92.50
CHECK # 001275 MN DEPT OF REVENUE						\$92.50
CHECK # 001276 US TREASURY - IRS						
001276	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	PAYROLL W/HOLDINGS	\$312.24
001276	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	PAYROLL W/HOLDINGS	\$186.67
001276	US TREASURY - IRS	GENERAL FUN		Medicare	PAYROLL W/HOLDINGS	\$73.02
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001278	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$540.00
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CHECK # 001279 MSRS						
001279	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$790.00
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001280	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL CONTRIB	\$317.31
001280	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$96.16
CHECK # 001280 TASC-TOTAL ADMIN SERVICE COOP						\$831.55

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
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CHECK # 001282 US TREASURY - IRS						
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001282	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$8,769.50
001282	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FEDERAL W/H	\$5,280.25
CHECK # 001282 US TREASURY - IRS						\$16,100.71
CHECK # 001283 TSYS						
001283	TSYS	LIQUOR FUND	LIQUOR STOR	Payment Processin	MONTHLY LIQ STORE CR	\$11,673.37
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CHECK # 001285 MORA MUNICIPAL UTILITIES						
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Water	UTILITIES	\$51.13
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Sewer	UTILITIES	\$36.27
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Storm Water	UTILITIES	\$13.04
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Electricity	UTILITIES	\$537.48
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Electricity	UTILITIES	\$412.72
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Water	UTILITIES	\$30.78
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Sewer	UTILITIES	\$36.27
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Storm Water	UTILITIES	\$13.04
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	STREETS	Electricity	UTILITIES	\$166.31
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	STREET LIGH	Electricity	UTILITIES	\$3,311.48
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Sewer	UTILITIES	\$36.27
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Water	UTILITIES	\$30.78
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Electricity	UTILITIES	\$529.92
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Storm Water	UTILITIES	\$24.03
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Sewer	UTILITIES	\$0.00
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Storm Water	UTILITIES	\$15.80
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Water	UTILITIES	\$0.00
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Electricity	UTILITIES	\$88.09
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Electricity	UTILITIES	\$145.53
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Storm Water	UTILITIES	\$37.77
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Storm Water	UTILITIES	\$98.16
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Sewer	UTILITIES	\$65.04
001285	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Water	UTILITIES	\$57.35
001285	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Water	UTILITIES	\$37.10
001285	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Sewer	UTILITIES	\$43.77
001285	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Electricity	UTILITIES	\$352.99
001285	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Storm Water	UTILITIES	\$18.83
001285	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Electricity	UTILITIES	\$17.08
001285	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Water	UTILITIES	\$0.81
001285	MORA MUNICIPAL UTILIT	DOWNTOWN-F	CAPITAL PROJ	Capital Outlay	UTILITIES	\$13.04
001285	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Water	UTILITIES	\$36.36
001285	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Sewer	UTILITIES	\$36.27
001285	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Storm Water	UTILITIES	\$17.17
CHECK # 001285 MORA MUNICIPAL UTILITIES						\$6,310.68
CHECK # 001287 REVTRAK						
001287	REVTRAK	GENERAL FUN	AQUATIC CEN	Payment Processin	MONTHLY MAC CREDIT C	\$9.95
CHECK # 001287 REVTRAK						\$9.95

CITY OF MORA

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
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001288	MN DEPT OF REVENUE	LIQUOR FUND		Sales Tax Payable	SALES & USE TAX PYMT -	\$39,390.00
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001289	TSYS	LIQUOR FUND	LIQUOR STOR	Rentals	MONTHLY CREDIT CARD	\$80.37
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CHECK # 001292 HIBU						
001292	HIBU	LIQUOR FUND	LIQUOR STOR	Advertising	LIQUOR STORE WEBSITE	\$180.00
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CHECK # 001293 NEIGHBORHOOD NATIONAL BANK						
001293	NEIGHBORHOOD NATION	GENERAL FUN	FINANCE	Miscellaneous	MONTHLY MISC FILE FEE	\$14.24
001293	NEIGHBORHOOD NATION	GENERAL FUN	HUMAN RESO	Payment Processin	MONTHLY BUSINESS ON	\$10.00
001293	NEIGHBORHOOD NATION	GENERAL FUN	HUMAN RESO	Payment Processin	MONTHLY PAYROLL ACH	\$60.00
001293	NEIGHBORHOOD NATION	LIQUOR FUND	LIQUOR STOR	Bad Debts/NSF Ch	MONTHLY RETURNED CH	\$10.00
CHECK # 001293 NEIGHBORHOOD NATIONAL BANK						\$94.24
CHECK # 059585 MN ENERGY RESOURCES CORP						
059585	MN ENERGY RESOURCES	GENERAL FUN		Accounts Payable	NATURAL GAS	\$872.84
059585	MN ENERGY RESOURCES	GENERAL FUN		Accounts Payable	NATURAL GAS	\$2,547.07
059585	MN ENERGY RESOURCES	GENERAL FUN		Accounts Payable	NATURAL GAS	\$715.38
059585	MN ENERGY RESOURCES	GENERAL FUN		Accounts Payable	NATURAL GAS-HANGAR	\$562.84
059585	MN ENERGY RESOURCES	GENERAL FUN		Accounts Payable	NATURAL GAS	\$440.77
059585	MN ENERGY RESOURCES	GENERAL FUN		Accounts Payable	NATURAL GAS-AD BLDG	\$243.77
059585	MN ENERGY RESOURCES	FIRE FUND		Accounts Payable	NATURAL GAS	\$1,783.61
CHECK # 059585 MN ENERGY RESOURCES CORP						\$7,166.28
CHECK # 059586 AMAZON CAPITAL SERVICES						
059586	AMAZON CAPITAL SERVIC	GENERAL FUN	ADMINISTRAT	Small Tools & Equi	WEB CAMERA - GLENN	\$32.92
059586	AMAZON CAPITAL SERVIC	GENERAL FUN	ADMINISTRAT	Office Supplies	DAILY PLANNER - MANDI	\$23.54
059586	AMAZON CAPITAL SERVIC	GENERAL FUN	FINANCE	Office Supplies	PROJECT PLANNER-NATA	\$3.50
CHECK # 059586 AMAZON CAPITAL SERVICES						\$59.96
CHECK # 059587 BEAUDRY OIL & PROPANE						
059587	BEAUDRY OIL & PROPANE	GENERAL FUN	AIRPORT	Motor Fuels	DIESEL FUEL FOR EQUIP	\$1,823.17
CHECK # 059587 BEAUDRY OIL & PROPANE						\$1,823.17
CHECK # 059588 BELLBOY CORPORATION						
059588	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,880.11
059588	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$164.00
059588	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$160.15
CHECK # 059588 BELLBOY CORPORATION						\$8,204.26
CHECK # 059589 BERNICK COMPANIES						
059589	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$317.59
059589	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$5,244.25
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CHECK # 059590 BREAKTHRU BEVERAGE						
059590	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,531.00
059590	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$385.39
059590	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$5,931.40
CHECK # 059590 BREAKTHRU BEVERAGE						\$7,847.79

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
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059591	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MISC	\$272.75
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059591	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$1,106.50
059591	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$126.00
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						\$1,953.25
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059593	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$237.65
059593	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$6,982.87
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						\$7,220.52
CHECK # 059594 DEDOMINCES, CAROL						
059594	DEDOMINCES, CAROL	LIQUOR FUND	LIQUOR STOR	Professional Servic	INVENTORY COUNT	\$97.50
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CHECK # 059594 DEDOMINCES, CAROL						
						\$97.50
CHECK # 059595 FELLAND, MEGAN						
059595	FELLAND, MEGAN	LIQUOR FUND	LIQUOR STOR	Professional Servic	INVENTORY COUNT	\$97.50
						<hr/>
CHECK # 059595 FELLAND, MEGAN						
						\$97.50
CHECK # 059597 JENSEN, PATTI						
059597	JENSEN, PATTI	LIQUOR FUND	LIQUOR STOR	Professional Servic	INVENTORY COUNT	\$97.50
						<hr/>
CHECK # 059597 JENSEN, PATTI						
						\$97.50
CHECK # 059598 JOHNSON BROTHERS LIQUOR						
059598	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,564.23
059598	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,473.04
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						\$10,037.27
CHECK # 059599 KANABEC CO ATTORNEY						
059599	KANABEC CO ATTORNEY	GENERAL FUN	LEGAL	Legal Services	PROSECUTION SERVICES	\$7,250.00
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CHECK # 059599 KANABEC CO ATTORNEY						
						\$7,250.00
CHECK # 059600 MCDONALD DIST CO						
059600	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$19.50
059600	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$9,745.70
059600	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$232.90
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CHECK # 059600 MCDONALD DIST CO						
						\$9,998.10
CHECK # 059601 NORTHERN HOLLOW WINERY, LLC						
059601	NORTHERN HOLLOW WIN	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$655.37
						<hr/>
CHECK # 059601 NORTHERN HOLLOW WINERY, LLC						
						\$655.37
CHECK # 059602 PATTERSON, MAXWELL						
059602	PATTERSON, MAXWELL	LIQUOR FUND	LIQUOR STOR	Professional Servic	INVENTORY COUNT	\$97.50
						<hr/>
CHECK # 059602 PATTERSON, MAXWELL						
						\$97.50
CHECK # 059603 PAUSTIS WINE COMPANY						
059603	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,545.75
						<hr/>
CHECK # 059603 PAUSTIS WINE COMPANY						
						\$1,545.75
CHECK # 059604 PHILLIPS WINE & SPIRITS						
059604	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,475.90
059604	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,548.10
059604	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$114.60
						<hr/>
CHECK # 059604 PHILLIPS WINE & SPIRITS						
						\$6,138.60

CITY OF MORA

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059605 QUILL CORPORATION						
059605	QUILL CORPORATION	GENERAL FUN	MAYOR & CO	Other Operating Su	HAND SOAP REFILL	\$2.86
059605	QUILL CORPORATION	GENERAL FUN	MAYOR & CO	Office Supplies	OFFICE SUPPLIES	\$39.79
059605	QUILL CORPORATION	GENERAL FUN	ADMINISTRAT	Office Supplies	OFFICE SUPPLIES	\$64.78
059605	QUILL CORPORATION	GENERAL FUN	ADMINISTRAT	Other Operating Su	HAND SOAP REFILL	\$2.86
059605	QUILL CORPORATION	GENERAL FUN	FINANCE	Other Operating Su	HAND SOAP REFILL	\$2.86
059605	QUILL CORPORATION	GENERAL FUN	FINANCE	Office Supplies	OFFICE SUPPLIES	\$102.10
059605	QUILL CORPORATION	GENERAL FUN	LIBRARY BUIL	Other Operating Su	TRASH BAGS	\$37.99
CHECK # 059605 QUILL CORPORATION						\$253.24
CHECK # 059606 RONS HEATING & REFRIGERATION						
059606	RON'S HEATING & REFRIG	GENERAL FUN	AIRPORT	Repair/Maint - Bldg	AIRPORT HEATER RPR	\$267.00
CHECK # 059606 RONS HEATING & REFRIGERATION						\$267.00
CHECK # 059607 SCHMALZ, ANGEL						
059607	SCHMALZ, ANGEL	GENERAL FUN		Deposits	LIBRARY MEETING ROO	\$50.00
CHECK # 059607 SCHMALZ, ANGEL						\$50.00
CHECK # 059608 SOUTHERN GLAZERS OF MN						
059608	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,189.51
059608	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$775.86
CHECK # 059608 SOUTHERN GLAZERS OF MN						\$4,965.37
CHECK # 059609 SWANSON, SONJA						
059609	SWANSON, SONJA	LIQUOR FUND	LIQUOR STOR	Professional Servic	INVENTORY COUNT	\$97.50
CHECK # 059609 SWANSON, SONJA						\$97.50
CHECK # 059610 THIELEN, HAILEY						
059610	THIELEN, HAILEY	LIQUOR FUND	LIQUOR STOR	Professional Servic	INVENTORY COUNT	\$60.00
CHECK # 059610 THIELEN, HAILEY						\$60.00
CHECK # 059611 VINOCOPIA, INC						
059611	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$129.00
059611	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$954.16
059611	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$203.84
CHECK # 059611 VINOCOPIA, INC						\$1,287.00
CHECK # 059613 WHITED, WAYNE						
059613	WHITED, WAYNE	LIQUOR FUND	LIQUOR STOR	Professional Servic	INVENTORY COUNT	\$97.50
CHECK # 059613 WHITED, WAYNE						\$97.50
CHECK # 059614 WINE MERCHANTS						
059614	WINE MERCHANTS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$463.40
CHECK # 059614 WINE MERCHANTS						\$463.40
CHECK # 059615 AFSCME						
059615	AFSCME	GENERAL FUN		Union Dues-AFSCM	UNION DUES - AFSCME	\$559.74
CHECK # 059615 AFSCME						\$559.74
CHECK # 059616 EQUITABLE FINANCIAL						
059616	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$30.00
CHECK # 059616 EQUITABLE FINANCIAL						\$30.00
CHECK # 059617 MISSIONSQUARE						
059617	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ 457b	\$60.00
059617	MISSIONSQUARE	GENERAL FUN		ICMA	ICMA/MSN SQ ROTH IRA	\$85.00

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059617 MISSIONSQUARE						\$145.00
CHECK # 059618 NCPERS GROUP LIFE INS						
059618	NCPERS GROUP LIFE INS	GENERAL FUN		NCPERS - Life Ins	NCPERS - LIFE	\$272.00
CHECK # 059618 NCPERS GROUP LIFE INS						\$272.00
CHECK # 059619 PERA - MN ST TREASURER						
059619	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,448.64
059619	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,448.64
059619	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$684.41
CHECK # 059619 PERA - MN ST TREASURER						\$9,581.69
CHECK # 059620 HELIE FIRE TRUCKS INC						
059620	HELIE FIRE TRUCKS INC	FIRE FUND	FIRE	Capital Outlay	FIRE TRUCK 2013 INTER	\$95,924.53
CHECK # 059620 HELIE FIRE TRUCKS INC						\$95,924.53
CHECK # 059622 AMAZON CAPITAL SERVICES						
059622	AMAZON CAPITAL SERVIC	GENERAL FUN	MAYOR & CO	Office Supplies	OFFICE SUPPLIES	\$23.18
059622	AMAZON CAPITAL SERVIC	GENERAL FUN	ADMINISTRAT	Office Supplies	OFFICE SUPPLIES	\$23.18
059622	AMAZON CAPITAL SERVIC	GENERAL FUN	ADMINISTRAT	Office Supplies	WHITE BOARD - YODER	\$79.99
059622	AMAZON CAPITAL SERVIC	GENERAL FUN	FINANCE	Office Supplies	OFFICE SUPPLIES	\$40.97
059622	AMAZON CAPITAL SERVIC	GENERAL FUN	LIBRARY BUIL	Repair/Maint - Bldg	DOOR KNOBS	\$123.90
059622	AMAZON CAPITAL SERVIC	GENERAL FUN	STREETS	Office Supplies	OFFICE SUPPLIES	\$127.96
CHECK # 059622 AMAZON CAPITAL SERVICES						\$419.18
CHECK # 059623 ARTISAN BEER CO						
059623	ARTISAN BEER CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$288.00
CHECK # 059623 ARTISAN BEER CO						\$288.00
CHECK # 059624 BANYON DATA SYSTEMS, INC						
059624	BANYON DATA SYSTEMS,	GENERAL FUN	INFORMATIO	Professional Servic	2023 FUND ACCTNG, UTI	\$2,520.00
CHECK # 059624 BANYON DATA SYSTEMS, INC						\$2,520.00
CHECK # 059625 BELLBOY CORPORATION						
059625	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$176.00
059625	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,380.83
059625	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MISC	\$18.00
CHECK # 059625 BELLBOY CORPORATION						\$7,574.83
CHECK # 059626 BERNICK COMPANIES						
059626	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$298.20
059626	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$9,063.37
CHECK # 059626 BERNICK COMPANIES						\$9,361.57
CHECK # 059627 BLOWERS, ERIKA						
059627	BLOWERS, ERIKA	GENERAL FUN		Deposits	REFUND LIBR MTG ROO	\$50.00
CHECK # 059627 BLOWERS, ERIKA						\$50.00
CHECK # 059628 BREAKTHRU BEVERAGE						
059628	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$123.71
059628	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$12,421.59
059628	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$984.00
CHECK # 059628 BREAKTHRU BEVERAGE						\$13,529.30
CHECK # 059629 CARLOS CREEK WINERY						
059629	CARLOS CREEK WINERY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$960.00

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CHECK # 059629 CARLOS CREEK WINERY						\$960.00
CHECK # 059630 DAHLHEIMER DIST CO						
059630	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$218.85
059630	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$14,310.05
CHECK # 059630 DAHLHEIMER DIST CO						\$14,528.90
CHECK # 059632 JOHNSON BROTHERS LIQUOR						
059632	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$10,351.38
059632	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$129.80
059632	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$4,682.91
CHECK # 059632 JOHNSON BROTHERS LIQUOR						\$15,164.09
CHECK # 059633 LEAGUE OF MN CITIES						
059633	LEAGUE OF MN CITIES	GENERAL FUN	HUMAN RESO	Meetings, Training,	2023 SAFETY & LOSS CO	\$20.00
CHECK # 059633 LEAGUE OF MN CITIES						\$20.00
CHECK # 059636 MCDONALD DIST CO						
059636	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$176.60
059636	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$24,894.84
059636	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$439.05
CHECK # 059636 MCDONALD DIST CO						\$25,510.49
CHECK # 059639 PAUSTIS WINE COMPANY						
059639	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,173.75
CHECK # 059639 PAUSTIS WINE COMPANY						\$1,173.75
CHECK # 059640 PHILLIPS WINE & SPIRITS						
059640	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$875.07
059640	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$8,819.70
059640	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$534.86
CHECK # 059640 PHILLIPS WINE & SPIRITS						\$10,229.63
CHECK # 059641 SEGELSTROM, NATASHA						
059641	SEGELSTROM, NATASHA	GENERAL FUN	FINANCE	Meetings, Training,	MILEAGE TO MEET WITH	\$88.75
CHECK # 059641 SEGELSTROM, NATASHA						\$88.75
CHECK # 059642 SHRED-N-GO, INC						
059642	SHRED-N-GO, INC	GENERAL FUN	ADMINISTRAT	Professional Servic	SHREDDING	\$94.08
CHECK # 059642 SHRED-N-GO, INC						\$94.08
CHECK # 059643 SOUTHERN GLAZERS OF MN						
059643	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$2,548.62
059643	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,280.75
059643	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$20.08
CHECK # 059643 SOUTHERN GLAZERS OF MN						\$3,849.45
CHECK # 059644 ST CLOUD STAMP & SIGN						
059644	ST CLOUD STAMP & SIGN	GENERAL FUN	MAYOR & CO	Office Supplies	MATHISON NAME PLATE	\$17.15
059644	ST CLOUD STAMP & SIGN	GENERAL FUN	ADMINISTRAT	Office Supplies	NOTARY STAMP - YODER	\$40.79
059644	ST CLOUD STAMP & SIGN	GENERAL FUN	PLANNING &	Office Supplies	DAHLBERG NAME PLATE	\$14.48
CHECK # 059644 ST CLOUD STAMP & SIGN						\$72.42
CHECK # 059645 TASC-TOTAL ADMIN SERVICE COOP						
059645	TASC-TOTAL ADMIN SERV	GENERAL FUN	HUMAN RESO	Professional Servic	MARCH 2023 PARTICIPA	\$37.43
CHECK # 059645 TASC-TOTAL ADMIN SERVICE COOP						\$37.43

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CHECK # 059646	VINOPIA, INC					
059646	VINOPIA, INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$767.78
CHECK # 059646	VINOPIA, INC					\$767.78
CHECK # 059647	WELIA HEALTH					
059647	WELIA HEALTH	GENERAL FUN	HUMAN RESO	Professional Servic	RANDOM DRUG SCREENI	\$42.30
CHECK # 059647	WELIA HEALTH					\$42.30
CHECK # 059648	WINE MERCHANTS					
059648	WINE MERCHANTS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$611.90
CHECK # 059648	WINE MERCHANTS					\$611.90
CHECK # 059649	CARDMEMBER SERVICE					
059649	CARDMEMBER SERVICE	GENERAL FUN		Surcharge - Buildin	4TH QTR 2022 BLDG PER	\$103.75
059649	CARDMEMBER SERVICE	FIRE FUND	FIRE	Motor Fuels	FUEL-CENEX	\$91.05
CHECK # 059649	CARDMEMBER SERVICE					\$194.80
CHECK # 059650	CENTURYLINK					
059650	CENTURYLINK	GENERAL FUN	AIRPORT	Telephone	FUEL PHONE	\$63.67
059650	CENTURYLINK	GENERAL FUN	AIRPORT	Telephone	A/D BLDG PHONE	\$57.56
CHECK # 059650	CENTURYLINK					\$121.23
CHECK # 059651	DEARBORN LIFE INSURANCE CO					
059651	DEARBORN LIFE INSURAN	GENERAL FUN		Life Insurance	FEB 2023 GROUP LIFE IN	\$304.70
CHECK # 059651	DEARBORN LIFE INSURANCE CO					\$304.70
CHECK # 059652	DELTA DENTAL					
059652	DELTA DENTAL	GENERAL FUN		Delta Dental	FEB 2023 GROUP DENTA	\$858.45
CHECK # 059652	DELTA DENTAL					\$858.45
CHECK # 059653	MN PEIP					
059653	MN PEIP	GENERAL FUN		Group Health Insur	FEB 2023 GROUP HEALT	\$23,827.83
CHECK # 059653	MN PEIP					\$23,827.83
CHECK # 059656	C & L DISTRIBUTING					
059656	C & L DISTRIBUTING	LIQUOR FUND		Accounts Payable	BEER	\$373.15
CHECK # 059656	C & L DISTRIBUTING					\$373.15
CHECK # 059657	KANABEC CO AUDITOR/TREASURER					
059657	KANABEC CO AUDITOR/T	GENERAL FUN		Accounts Payable	CITY'S PORTION OF 202	\$208.76
CHECK # 059657	KANABEC CO AUDITOR/TREASURER					\$208.76
CHECK # 059658	EQUITABLE FINANCIAL					
059658	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$30.00
CHECK # 059658	EQUITABLE FINANCIAL					\$30.00
CHECK # 059659	MISSIONSQUARE					
059659	MISSIONSQUARE	GENERAL FUN		ICMA	ICMA/MSN SQ ROTH IRA	\$85.00
059659	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ 457b	\$60.00
CHECK # 059659	MISSIONSQUARE					\$145.00
CHECK # 059660	PERA - MN ST TREASURER					
059660	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,471.44
059660	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,471.44
059660	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$687.92
CHECK # 059660	PERA - MN ST TREASURER					\$9,630.80

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059661 AMAZON CAPITAL SERVICES						
059661	AMAZON CAPITAL SERVIC	GENERAL FUN	MAYOR & CO	Small Tools & Equi	YOUNGQUIST IPAD & CA	\$469.97
059661	AMAZON CAPITAL SERVIC	GENERAL FUN	ADMINISTRAT	Small Tools & Equi	WIRELESS MOUSE - G AN	\$13.99
059661	AMAZON CAPITAL SERVIC	GENERAL FUN	ADMINISTRAT	Office Supplies	DRY ERASE MARKERS	\$14.98
059661	AMAZON CAPITAL SERVIC	GENERAL FUN	FINANCE	Small Tools & Equi	PRINTING CALCULATOR -	\$108.96
059661	AMAZON CAPITAL SERVIC	GENERAL FUN	FINANCE	Small Tools & Equi	BLUETOOTH HEADPHON	\$37.99
059661	AMAZON CAPITAL SERVIC	GENERAL FUN	STREETS	Other Operating Su	SAFETY GLASSES	\$152.20
						\$798.09
CHECK # 059661 AMAZON CAPITAL SERVICES						
CHECK # 059662 BELLBOY CORPORATION						
059662	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,295.94
						\$4,295.94
CHECK # 059662 BELLBOY CORPORATION						
CHECK # 059663 BERNICK COMPANIES						
059663	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$5,709.40
059663	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$46.06
						\$5,755.46
CHECK # 059663 BERNICK COMPANIES						
CHECK # 059664 BREAKTHRU BEVERAGE						
059664	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$184.00
059664	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$3,894.27
059664	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$27.26
						\$4,105.53
CHECK # 059664 BREAKTHRU BEVERAGE						
CHECK # 059665 C & L DISTRIBUTING						
059665	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$316.25
059665	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MISC	\$116.20
059665	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$86.00
						\$518.45
CHECK # 059665 C & L DISTRIBUTING						
CHECK # 059666 DAHLHEIMER DIST CO						
059666	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$320.00
059666	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$8,101.58
						\$8,421.58
CHECK # 059666 DAHLHEIMER DIST CO						
CHECK # 059667 JOHNSON BROTHERS LIQUOR						
059667	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$2,783.46
059667	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$247.24
059667	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$3,496.83
						\$6,527.53
CHECK # 059667 JOHNSON BROTHERS LIQUOR						
CHECK # 059668 KANABEC CO RECORDER						
059668	KANABEC CO RECORDER	SNAKE RIVER	CAPITAL PROJ	Professional Servic	RECORDING OF SNAKE R	\$46.00
						\$46.00
CHECK # 059668 KANABEC CO RECORDER						
CHECK # 059669 KNIFE LAKE TOWNSHIP						
059669	KNIFE LAKE TOWNSHIP	FIRE FUND	FIRE	Miscellaneous	SHELDON FRATZKE FIRE	\$500.00
						\$500.00
CHECK # 059669 KNIFE LAKE TOWNSHIP						
CHECK # 059671 MCDONALD DIST CO						
059671	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$55.95
059671	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$12,432.06
059671	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$233.35
						\$12,721.36
CHECK # 059671 MCDONALD DIST CO						
CHECK # 059672 MED COMPASS						

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059672	MED COMPASS	GENERAL FUN	STREETS	Professional Servic	ANNUAL HEARING TESTS	\$238.00
059672	MED COMPASS	GENERAL FUN	STREETS	Professional Servic	ANNUAL HEARING TEST-	\$32.72
059672	MED COMPASS	STORM WATER	STORM WATE	Professional Servic	ANNUAL HEARING TEST-	\$2.98
CHECK # 059672 MED COMPASS						\$273.70
CHECK # 059673 MIDCO						
059673	MIDCO	GENERAL FUN	INFORMATIO	Telephone	INTERNET	\$88.39
059673	MIDCO	GENERAL FUN	CITY HALL BU	Telephone	PHONE/INTERNET	\$616.91
059673	MIDCO	GENERAL FUN	STREETS	Telephone	PHONE/INTERNET	\$118.75
059673	MIDCO	GENERAL FUN	AQUATIC CEN	Telephone	PHONE/INTERNET	\$7.38
059673	MIDCO	FIRE FUND	FIRE	Telephone	INTERNET	\$75.39
059673	MIDCO	LIQUOR FUND	LIQUOR STOR	Telephone	PHONE/INTERNET	\$390.45
CHECK # 059673 MIDCO						\$1,297.27
CHECK # 059675 PAUSTIS WINE COMPANY						
059675	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,135.95
CHECK # 059675 PAUSTIS WINE COMPANY						\$2,135.95
CHECK # 059676 PHILLIPS WINE & SPIRITS						
059676	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$644.10
059676	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$198.50
059676	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$3,877.09
CHECK # 059676 PHILLIPS WINE & SPIRITS						\$4,719.69
CHECK # 059677 SOUTHERN GLAZERS OF MN						
059677	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$1,237.50
059677	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$254.00
CHECK # 059677 SOUTHERN GLAZERS OF MN						\$1,491.50
CHECK # 059678 ST CLOUD STATE UNIVERSITY						
059678	ST CLOUD STATE UNIVER	GENERAL FUN	FINANCE	Meetings, Training,	MCFOA ANNUAL CONFER	\$177.50
059678	ST CLOUD STATE UNIVER	GENERAL FUN	HUMAN RESO	Meetings, Training,	YODER TO CLERK & FINA	\$185.00
CHECK # 059678 ST CLOUD STATE UNIVERSITY						\$362.50
CHECK # 059681 SCOTTS LAWN & LANDSCAPES						
059681	SCOTTS LAWN & LANDSC	LIQUOR FUND		Accounts Payable	NOV 2022 PLOW, SHOVE	\$2,819.75
059681	SCOTTS LAWN & LANDSC	LIQUOR FUND		Accounts Payable	DEC 2022 PLOW, SHOVE	\$3,427.50
CHECK # 059681 SCOTTS LAWN & LANDSCAPES						\$6,247.25
CHECK # 059683 DE LAGE LANDEN FINANCIAL SERV						
059683	DE LAGE LANDEN FINANC	GENERAL FUN	INFORMATIO	Rentals	COPIER LEASE	\$179.55
CHECK # 059683 DE LAGE LANDEN FINANCIAL SERV						\$179.55
CHECK # 059684 EAST CENTRAL ENERGY-ELECT						
059684	EAST CENTRAL ENERGY-E	GENERAL FUN	PARKS	Electricity	JAN ELECTRICITY	\$70.91
059684	EAST CENTRAL ENERGY-E	GENERAL FUN	AIRPORT	Electricity	JAN ELECTRICITY	\$852.66
059684	EAST CENTRAL ENERGY-E	LIQUOR FUND	LIQUOR STOR	Electricity	JAN ELECTRICITY	\$2,104.91
CHECK # 059684 EAST CENTRAL ENERGY-ELECT						\$3,028.48
CHECK # 059685 KANABEC CO ART ASSOCIATION						
059685	KANABEC CO ART ASSOCI	GENERAL FUN		Deposits	LIBRARY MTG ROOM KEY	\$50.00
CHECK # 059685 KANABEC CO ART ASSOCIATION						\$50.00
CHECK # 059686 KANABEC CO SHERIFF						
059686	KANABEC CO SHERIFF	GENERAL FUN	LAW ENFORC	Professional Servic	FEBRUARY 2023 LAW EN	\$53,550.25
CHECK # 059686 KANABEC CO SHERIFF						\$53,550.25

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CHECK # 059687 MN COMPUTER SYSTEMS, INC						
059687	MN COMPUTER SYSTEMS,	GENERAL FUN	INFORMATIO	Repair/Maint - Bldg	COPIER CHARGE	\$266.98
059687	MN COMPUTER SYSTEMS,	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	COPIER CHARGE	\$28.21
						\$295.19
CHECK # 059688 MN ENERGY RESOURCES CORP						
059688	MN ENERGY RESOURCES	GENERAL FUN	CITY HALL BU	Natural Gas - Heat	JAN NATURAL GAS	\$749.61
059688	MN ENERGY RESOURCES	GENERAL FUN	LIBRARY BUIL	Natural Gas - Heat	JAN NATURAL GAS	\$571.28
059688	MN ENERGY RESOURCES	GENERAL FUN	GARAGE	Natural Gas - Heat	JAN NATURAL GAS	\$1,997.25
059688	MN ENERGY RESOURCES	GENERAL FUN	AQUATIC CEN	Natural Gas - Heat	JAN NATURAL GAS	\$372.65
059688	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	JAN NATURAL GAS-HANG	\$446.14
059688	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	JAN NATURAL GAS-A/D B	\$199.03
059688	MN ENERGY RESOURCES	FIRE FUND	FIRE	Natural Gas - Heat	JAN NATURAL GAS	\$1,531.30
						\$5,867.26
CHECK # 059689 MN PEIP						
059689	MN PEIP	GENERAL FUN		Group Health Insur	MARCH 2023 GROUP HE	\$24,028.29
						\$24,028.29
CHECK # 059690 TR COMPUTER SALES, LLC						
059690	TR COMPUTER SALES, LL	GENERAL FUN	INFORMATIO	Professional Servic	MONITORING, LICENSIN	\$1,636.50
						\$1,636.50
CHECK # 059691 VASALOPPET INC						
059691	VASALOPPET INC	GENERAL FUN		Deposits	EVENT DEPOSIT REFUND	\$100.00
						\$100.00
CHECK # 059692 VERIZON WIRELESS						
059692	VERIZON WIRELESS	GENERAL FUN	ADMINISTRAT	Telephone	CELL/IPAD	\$0.00
059692	VERIZON WIRELESS	GENERAL FUN	PLANNING &	Telephone	CELL	\$28.80
059692	VERIZON WIRELESS	GENERAL FUN	CITY HALL BU	Telephone	CELL	\$4.11
059692	VERIZON WIRELESS	GENERAL FUN	BUILDING	Telephone	CELL	\$45.25
059692	VERIZON WIRELESS	GENERAL FUN	STREETS	Telephone	CELL/IPAD	\$94.85
059692	VERIZON WIRELESS	GENERAL FUN	AQUATIC CEN	Telephone	CELL	\$28.80
059692	VERIZON WIRELESS	GENERAL FUN	PARKS	Telephone	CELL/IPAD	\$38.17
059692	VERIZON WIRELESS	GENERAL FUN	AIRPORT	Telephone	CELL	\$8.17
059692	VERIZON WIRELESS	STORM WATER	STORM WATE	Telephone	CELL/IPAD	\$19.76
059692	VERIZON WIRELESS	CEMETERY FU	CEMETERY	Telephone	CELL/IPAD	\$8.17
059692	VERIZON WIRELESS	LIQUOR FUND	LIQUOR STOR	Telephone	CELL	\$41.14
						\$317.22
CHECK # 059693 ACE HARDWARE						
059693	ACE HARDWARE	GENERAL FUN	LIBRARY BUIL	Cleaning Supplies	SWIFFER REFILLS	\$11.99
059693	ACE HARDWARE	GENERAL FUN	GARAGE	Small Tools & Equi	WRENCH	\$11.99
						\$23.98
CHECK # 059694 ALLIANCE PARTS-BOYER TRUCKS						
059694	ALLIANCE PARTS-BOYER	GENERAL FUN	STREETS	Repair/Maint - Bldg	TRUCK MUFFLER	\$2,211.55
						\$2,211.55
CHECK # 059695 AMERICAN BOTTLING CO. INC						
059695	AMERICAN BOTTLING CO.	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$324.02
						\$324.02
CHECK # 059696 ARAMARK						

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
059696	ARAMARK	GENERAL FUN	CITY HALL BU	Laundry/Rugs	CITY HALL RUGS	\$65.11
059696	ARAMARK	GENERAL FUN	LIBRARY BUIL	Laundry/Rugs	LIBRARY RUGS & TOWEL	\$108.17
059696	ARAMARK	GENERAL FUN	GARAGE	Other Operating Su	GARAGE TOWELS	\$103.32
CHECK # 059696 ARAMARK						\$276.60
CHECK # 059697 AUTO VALUE MORA						
059697	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	MUD FLAP	\$25.16
059697	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	TRUCK RPR PARTS	\$61.99
059697	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	PLOW FITTINGS	\$12.48
059697	AUTO VALUE MORA	GENERAL FUN	GARAGE	Repair/Maint - Bldg	WELDING SUPPLES	\$17.98
059697	AUTO VALUE MORA	GENERAL FUN	GARAGE	Small Tools & Equi	GREASE GUN RETURN	-\$36.17
059697	AUTO VALUE MORA	GENERAL FUN	GARAGE	Small Tools & Equi	POWER TOOLS	\$85.98
059697	AUTO VALUE MORA	GENERAL FUN	GARAGE	Lubricants & Additi	FUEL ADDITIVE	\$8.67
CHECK # 059697 AUTO VALUE MORA						\$176.09
CHECK # 059699 CAMPBELL KNUTSON, P.A.						
059699	CAMPBELL KNUTSON, P.A.	GENERAL FUN	LEGAL	Legal Services	MISC LEGAL SERVICES-S	\$142.00
CHECK # 059699 CAMPBELL KNUTSON, P.A.						\$142.00
CHECK # 059701 CRYSTAL SPRINGS ICE						
059701	CRYSTAL SPRINGS ICE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	ICE	\$270.40
CHECK # 059701 CRYSTAL SPRINGS ICE						\$270.40
CHECK # 059702 EARL F ANDERSON						
059702	EARL F ANDERSON	GENERAL FUN	STREETS	Street Signs	STREET SIGNS	\$337.35
CHECK # 059702 EARL F ANDERSON						\$337.35
CHECK # 059704 EAST CENTRAL SOLID WASTE COMM						
059704	EAST CENTRAL SOLID WA	GENERAL FUN	GARAGE	Garbage Removal	MISC TRASH DISPOSAL	\$63.53
CHECK # 059704 EAST CENTRAL SOLID WASTE COMM						\$63.53
CHECK # 059707 GOPHER STATE ONE-CALL INC						
059707	GOPHER STATE ONE-CALL	GENERAL FUN	STREETS	Professional Servic	2023 ANN'L FACILITY OP	\$10.00
059707	GOPHER STATE ONE-CALL	GENERAL FUN	STREETS	Professional Servic	JAN LOCATES	\$2.70
059707	GOPHER STATE ONE-CALL	STORM WATER	STORM WATE	Professional Servic	2023 ANN'L FACILITY OP	\$10.00
059707	GOPHER STATE ONE-CALL	STORM WATER	STORM WATE	Professional Servic	JAN LOCATES	\$2.70
CHECK # 059707 GOPHER STATE ONE-CALL INC						\$25.40
CHECK # 059711 JEFFS MACHINE & WELDING LLC						
059711	JEFFS MACHINE & WELDI	GENERAL FUN	STREETS	Repair/Maint - Bldg	PLOW REPAIR	\$195.40
CHECK # 059711 JEFFS MACHINE & WELDING LLC						\$195.40
CHECK # 059712 JOHNSONS HARDWARE & RENTAL						
059712	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Repair/Maint - Bldg	PLOW CHAIN, SPRAY APP	\$49.96
059712	JOHNSONS HARDWARE &	GENERAL FUN	GARAGE	Repair/Maint - Bldg	PLUMBING RPR PARTS	\$34.26
059712	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Repair/Maint - Bldg	SNOWBLOWER RPR PAR	\$4.99
059712	JOHNSONS HARDWARE &	FIRE FUND	FIRE	Repair/Maint - Bldg	BATTERIES & CAR WASH	\$74.95
CHECK # 059712 JOHNSONS HARDWARE & RENTAL						\$164.16
CHECK # 059713 KANABEC PUBLICATIONS, INC						
059713	KANABEC PUBLICATIONS,	GENERAL FUN	HUMAN RESO	Office Supplies	BUSINESS CARDS-YODER	\$38.50
059713	KANABEC PUBLICATIONS,	GENERAL FUN	HUMAN RESO	Advertising	ACCOUNTANT JOB ADS	\$77.64
059713	KANABEC PUBLICATIONS,	GENERAL FUN	PLANNING &	Office Supplies	BUSINESS CARDS- FAURI	\$53.90
059713	KANABEC PUBLICATIONS,	GENERAL FUN	PLANNING &	Advertising	PUBLISH ORD #489-REZ	\$92.25
059713	KANABEC PUBLICATIONS,	GENERAL FUN	BUILDING	Office Supplies	BUSINESS CARDS- FAURI	\$7.70
059713	KANABEC PUBLICATIONS,	GENERAL FUN	PARKS	Advertising	AERATOR NOTICE	\$75.40

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
059713	KANABEC PUBLICATIONS,	LIQUOR FUND	LIQUOR STOR	Advertising	LIQ ADS	\$218.00
CHECK # 059713	KANABEC PUBLICATIONS, INC					\$563.39
CHECK # 059714	KWIK TRIP - GAS PURCHASES					
059714	KWIK TRIP - GAS PURCHA	GENERAL FUN	STREETS	Motor Fuels	FUEL	\$6,002.73
059714	KWIK TRIP - GAS PURCHA	GENERAL FUN	PARKS	Motor Fuels	FUEL	\$433.01
059714	KWIK TRIP - GAS PURCHA	FIRE FUND	FIRE	Motor Fuels	FUEL	\$434.29
CHECK # 059714	KWIK TRIP - GAS PURCHASES					\$6,870.03
CHECK # 059716	MID-MN INSPECTIONS LLC					
059716	MID-MN INSPECTIONS LL	GENERAL FUN	BUILDING	Professional Servic	JANUARY INSPECTIONS	\$188.70
CHECK # 059716	MID-MN INSPECTIONS LLC					\$188.70
CHECK # 059717	MILLER TRUCKING INC					
059717	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	PRODUCT DELIVERY	\$736.98
059717	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	PRODUCT DELIVERY	\$43.02
059717	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	PRODUCT DELIVERY	\$176.20
CHECK # 059717	MILLER TRUCKING INC					\$956.20
CHECK # 059718	MRI SOFTWARE LLC					
059718	MRI SOFTWARE LLC	GENERAL FUN	HUMAN RESO	Professional Servic	CHRISTIANSON BACKGR	\$41.95
CHECK # 059718	MRI SOFTWARE LLC					\$41.95
CHECK # 059721	QUALITY DISPOSAL					
059721	QUALITY DISPOSAL	GENERAL FUN	CITY HALL BU	Garbage Removal	GARBAGE	\$63.23
059721	QUALITY DISPOSAL	GENERAL FUN	LIBRARY BUIL	Garbage Removal	GARBAGE	\$36.04
059721	QUALITY DISPOSAL	GENERAL FUN	STREETS	Garbage Removal	GARBAGE	\$106.82
059721	QUALITY DISPOSAL	GENERAL FUN	GARAGE	Garbage Removal	GARBAGE	\$169.88
059721	QUALITY DISPOSAL	LIQUOR FUND	LIQUOR STOR	Garbage Removal	GARBAGE	\$234.23
CHECK # 059721	QUALITY DISPOSAL					\$610.20
CHECK # 059722	RED BULL DISTRIBUTION COMPANY					
059722	RED BULL DISTRIBUTION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	ENERGY DRINK	\$175.86
CHECK # 059722	RED BULL DISTRIBUTION COMPANY					\$175.86
CHECK # 059726	SEH					
059726	SEH	GENERAL FUN	ADMINISTRAT	Professional Servic	TA GRANT FOR WOOD S	\$216.50
059726	SEH	GENERAL FUN	ADMINISTRAT	Professional Servic	TRAIL MAP REDLINES FO	\$282.22
059726	SEH	GENERAL FUN	ADMINISTRAT	Professional Servic	TH 65 BIKE TRAIL EXTEN	\$2,005.39
059726	SEH	GENERAL FUN	PLANNING &	Professional Servic	RESEARCH ZONING, SHO	\$251.29
059726	SEH	HWY 65 & 9TH	CAPITAL PROJ	Engineering	FINAL DESIGN TH65 LEF	\$3,784.91
059726	SEH	HWY 65 & 9TH	CAPITAL PROJ	Professional Servic	TH 65 CORRIDOR STUDY	\$216.50
CHECK # 059726	SEH					\$6,756.81
CHECK # 059727	SPECTRUM SUPPLY					
059727	SPECTRUM SUPPLY	LIQUOR FUND	LIQUOR STOR	Other Operating Su	REGISTER TAPE	\$85.83
059727	SPECTRUM SUPPLY	LIQUOR FUND	LIQUOR STOR	Cleaning Supplies	CLEANING SUPPLIES	\$107.51
059727	SPECTRUM SUPPLY	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	BAGS	\$114.16
CHECK # 059727	SPECTRUM SUPPLY					\$307.50
CHECK # 059729	VIKING COKE					
059729	VIKING COKE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$884.42
CHECK # 059729	VIKING COKE					\$884.42
CHECK # 059731	WATSON CO., INC					
059731	WATSON CO., INC	LIQUOR FUND	LIQUOR STOR	Other Operating Su	PAPER TOWELS	\$37.01

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059731	WATSON CO., INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	TOBACCO, JUICE, ETC	\$8,670.19
CHECK # 059731 WATSON CO., INC						\$8,707.20
						\$615,460.84



CITY OF MORA
COUNCIL CHECK LIST

THE DECEMBER 2022 - FEBRUARY 2023 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

MAYOR

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

CITY CLERK

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: TLC on Kanabec County Previous Gambling Permit Number: X- 94003
 Minnesota Tax ID DBA Kick Cancer to the Girls Federal Employer ID Number (FEIN), if any: [REDACTED]
 Mailing Address: 2867 Rainbow St
 City: Brook Park State: MN Zip: 55007 County: Kanabec
 Name of Chief Executive Officer (CEO): Dan Troupe
 CEO Daytime Phone: [REDACTED] CEO Email: [REDACTED]
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): [REDACTED]

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- ☐ **A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767
- ☒ **IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- ☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Kev's Depot
 Physical Address (do not use P.O. box): 118 Railroad Ave NE, Mora, MN
 Check one: Mora City: Mora Zip: 55051 County: Kanabec
☐ Township: _____ Zip: _____ County: _____
 Date(s) of activity (for raffles, indicate the date of the drawing): April 15, 2023

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

Mandi Yoder

From: fire.chief
Sent: Monday, February 6, 2023 8:07 PM
To: Mandi Yoder
Subject: Fwd: Brad Hollerbach - Resignation Letter

MCY FEB - 7 2023

Get [Outlook for Android](#)

From: Brad Hollerbach <[REDACTED]>
Sent: Monday, January 16, 2023 6:19:18 PM
To: fire.chief <fire.chief@cityofmora.com>
Subject: Brad Hollerbach - Resignation Letter

To whom it may concern:

It is with great regret that I must resign from my firefighter duty. Due to the progression of autoimmune disease and symptoms, my rheumatologist has advised against heavy lifting or lifting and twisting. Unfortunately, this will prevent me from fulfilling my duties.

I want to thank everyone at the city department and MAFD for everything that they have done for me. Thank you to each and every member of MAFD. I appreciate the opportunity that was given to me and I will cherish the training and memories forever.

If you need any follow up, my contact details will be at the bottom of this email.

Thank you,

Brad Hollerbach
[REDACTED]

The City of Mora

A Proclamation of the Mayor

Recognizing Minnesota School Board Recognition Month

Whereas, recognizes the importance of public education in our community; and

Whereas, appreciates the vital role played by those individuals who, as local school board members, establish policies to ensure an efficient, effective school system; and

Whereas, school board members serve as a voice that enables our community to preserve local management and control of our public schools; and

Whereas, school board members are charged with representing our local education interests to state and federal governments and ensuring compliance with state and federal laws; and

Whereas, school board members selflessly devote their knowledge, time and talents as advocates for our schoolchildren;

Whereas, local school board members are strong advocates for public education and responsible for communicating the needs of the school district to the public and the public's expectations to the district;

Whereas, recognizes and salutes the members of Independent School District #332- Mora Public Schools School Board by proclaiming February 2023 as School Board Recognition Month.

THEREFORE, BE IT RESOLVED that, I, Jake Mathison, by virtue of the authority vested in me as mayor of the City of Mora, do hereby recognizes and salutes the members of Independent School District #332- Mora Public Schools School Board by proclaiming February 2023 as School Board Recognition Month.

Proclaimed this 21th day of February 2022.

The honorable Jake Mathison, Mayor
City of Mora, Kanabec County, Minnesota





MEMORANDUM

Date: February 21, 2023
To: Mayor and City Council
From: Brett Anderson, Fire Chief
RE: Garage Door Purchase Request Fire Hall

SUMMARY

MAFD garage door for the Fire Hall is damaged beyond repair and in need of replacement.

BACKGROUND INFORMATION

The cost to purchase a new garage door and have matching doors. The bid is just under \$9,000.

OPTIONS & IMPACTS

Approve the purchase of the garage door for the Fire Department.

RECOMMENDATIONS

Motion to approve purchase of garage door for the Mora Area Fire Department.

Attachments



MEMORANDUM



Date: 2/17/2023
To: City Council
From: Natasha Segelstrom, Administrative Services Director
RE: Wellness Fund Contribution

ITEM SUMMARY

The PUC will consider a contribution to the Steering Committee's Wellness Fund.

BACKGROUND INFORMATION

The Steering Committee consists of City and Utility Staff, a PUC Commissioner, and a seat from the City Council. The Committee's purpose is "To work together to promote workplace wellness and teamwork through employee engagement and to discuss and attempt to resolve issues of mutual concern." The wellness committee meets the six times per year to discuss employee recognition, staffing updates, and to coordinate wellness activities that encourages healthy habits and an active lifestyle.

In the past, wellness funds have gone towards the employee recognition dinner and wellness activity reimbursements up to \$25.00 per employee such as registration for the Snake River Canoe Race or membership to the Welia Health Center to access the walking track.

RECOMMENDATIONS

Staff requests the PUC considers making a Motion to approve a \$500 contribution to the wellness fund.



MEMORANDUM

Date February 21, 2023
To Mayor and City Council
From Administration and Department Head Staff
RE Approve Hire of MAFD Firefighter

SUMMARY

The City Council will review staff recommendations for the consideration to fill a vacant firefighter III position and hire one (1) firefighter.

BACKGROUND INFORMATION

With a recent resignation, one vacancy was created on the fire department roster.

One application was received, and staff conducted an interview on Wednesday, February 8, 2023 at the fire hall.

Staff recommends making a conditional offer of employment for the Firefighter III position to James Hallin.

This offer is conditional upon the successful completion of a background check and physical examination.

OPTIONS IMPACTS

This action would bring the department strength back up to 30 out of the authorized 31 staff.

RECOMMENDATIONS

For the City Council to consider a MOTION to make a conditional offer of employment for the Mora Area Fire Department to James Hallin.

Attachments: conditional offer letter of employment



CITY OF MORA MORA AREA FIRE DEPARTMENT

101 Lake Street South
Mora, MN 55051-1588

ci.mora.mn.us



320.679.1511

Fax 320.679.3862

June 21, 2022

James M. Hallin
835 Nelson Ave
Mora, MN 55051

Dear Mr. Hallin:

Congratulations! We are pleased to offer to you a position with the Mora Area Fire Department as a Firefighter III. This offer is conditional upon the satisfactory results of a background investigation and physical exam (see below). Below are some of the details of your employment for your reference.

- **Start Date.** Pending the background investigation and physical exam results, your start date will be Monday, March 20, 2023. If you have any questions in the meantime, feel free to contact Chief Brett Anderson at 320-282-9200 or Mandi Yoder at 320-225-4804.
- **Physical Examination & Drug Test.** Included is a physical examination and pulmonary function test form. Please see your physician as soon as possible and have the form completed by the physician. A pre-employment drug test is also required, and a Titters test is offered. Contact Mandi Yoder to arrange these tests. We would like to have your physical exam, pulmonary function, drug, and Titters tests completed by Monday, March 20, 2023. If this is not possible for you, please contact Mandi Yoder. The city will pay the cost of the examination, Titters, and drug tests not covered by any insurance.
- **Background Investigation.** Enclosed you will find a background investigation packet. Complete and return the forms to city hall. Forms can be notarized at city hall at no charge to you. You will be contacted when the background investigation is complete. If satisfactory you will be instructed to come to city hall to complete the new hire paperwork.
- **Training Period.** You will serve a twelve (12) month probationary period. During this time, you will be evaluated for your suitability for the position.
- **Compensation.** Your wage will be \$10 per hour for response to an emergency at the scene, \$10 per hour for response to the station, meetings, drills, etc.
- **Status/Hours.** This position is classified as paid-on-call. Generally, you will be paged to respond to emergencies based on the needs of the department. In addition, regularly scheduled meetings, drills, and training are required. This position requires daytime, evening, and weekend work.

Other benefits and conditions of employment are explained in the city's personnel policy and the fire department policy provided to you. To summarize the steps you need to take:

- Indicate whether you accept this conditional offer of employment by signing below and promptly returning a copy of this letter to city hall.

- Complete and return the background investigation forms with the signed offer of employment letter.
- Contact Mandi Yoder to arrange to have a pre-employment drug test, physical, pulmonary test, and Titters test scheduled and administered.
- Return the physical exam form and vaccination declination statement to city hall as soon as it is completed, but no later than Friday, March 10, 2023.
- Schedule a time with Mandi Yoder for onboarding paperwork at city hall.

Please acknowledge your acceptance of this conditional offer in writing by signing below and return a copy of this letter to city hall as soon as possible. If you have any questions, please contact Mandi Yoder at 320-225-4804 or by email at m.yoder@cityofmora.com

Sincerely,

Brett Anderson
Chief, MAFD

*Enclosures: Physical Examination Form
 Vaccination Declination Statement
 Background Investigation Forms*

Cc: Personnel File

The foregoing conditional offer of employment is hereby accepted:

Employee Name - Printed

Date

Employee Signature



MEMORANDUM

Date February 21, 2023
 To Mora City Council
 From Kirsten Faurie, Community Development Director
 RE Small Cities Development Program Grant Amendment Request

SUMMARY

The City Council will consider recommending approval of a request to the Minnesota Department of Employment and Economic Development to amend how grant funds are utilized.

BACKGROUND

In June 2020, the Minnesota Department of Employment and Economic Development (DEED) awarded the city a grant of \$393,300 through the Small Cities Development Program (SCDP). The program is being administered by Central Minnesota Housing Partnership (CMHP).

The grant funds can be used for the rehabilitation of residential properties including owner-occupied homes within certain target areas, and rentals. Eligible projects include repairs to improve health and safety (plumbing, heating, electric, and lead hazards); installation or repair of handicap accessible ramps, doors, and bathroom fixtures; or repairs to building structure (foundation, windows, doors, siding, roofing).

The grant money was divided among four different kinds of projects:

1. Owner-occupied	Budget: \$132,000	Remaining: \$12,667.12
2. Single-family rental	\$88,000	\$74,680.00
3. Duplex rental	\$25,000	\$24,395.00
4. Multi-family rental	\$100,000	\$100,000.00

Funds that are not used by completion of the program (September 2023) are forfeited back to DEED.

City staff and representatives from CMHP noted a lack of response and interest in rental projects. In the interest of making the best use of available funds, staff proposes re-allocating some rental project funds to be used for owner-occupied projects. There is currently a waitlist for owner-occupied projects; three of which are pre-approved and ready to go pending available funding, plus eight more homeowners who have expressed interest.

The proposed reallocation of funds includes:

- \$24,395 of Duplex Rental funds to owner-occupied projects
- \$75,000 of Multifamily Rental to owner-occupied projects

This reallocation will make \$99,395 available for use on owner-occupied home projects. The original goal was to rehabilitate 6 owner-occupied homes; with these transfers the program could impact 9-10 homes.

Memorandum

There is currently a 4-unit multi-family rental project approved which will be bid this spring and three single-family rental projects in-process.

On February 7, the City EDA voted to recommend approval of the grant amendment request.

OPTIONS IMPACTS

1. Recommend approval of the grant amendment request, making more funds available for use on owner-occupied rehabilitation projects which are demonstrating higher demand than rental projects.
2. Do not make the request, leaving funds as originally allocated for rental rehabilitation projects. Unused funds will be forfeited back to DEED.

RECOMMENDATIONS

Approve the DEED grant amendment request as presented

Attachments

Map of SCDP target areas

DEED Grant Amendment Request

SCDP Owner Occupied Rehabilitation Target Areas



SMALL CITIES DEVELOPMENT PROGRAM STATE OF MINNESOTA

GRANT AMENDMENT REQUEST FORM

INSTRUCTIONS

- 1 Determine if this grant amendment request is for an extension or budget adjustment.
- 2 Provide a narrative for this request in the appropriate column.
- 3 For extension request, remember to attach a revised timeline.
(Allow 45 days for extension request to process)
- 4 For budget adjustments, complete the budget adjustment section.
- 5 Request must be signed by staff or elected official who signed the local government resolution for the application, or their successor.
- 6 Scan the request and submit to the DEED representative assigned to the project.

GRANT #

CDAP-19-0021-O-FY20

GRANTEE NAME

City of Mora

GRANT EXTENSION

NEW END DATE REQUESTED

(mm/dd/yy)

AND/OR

REQUEST FOR BUDGET ADJUSTMENT

(Explain in narrative section and complete budget adjustment table below)

NARRATIVE SECTION

DESCRIBE THE REASON WHY THE AMENDMENT IS BEING REQUESTED. IF A GRANT EXTENSION IS BEING REQUESTED, ATTACH A REVISED TIMELINE CORRESPONDING WITH THE NEW EXTENSION DATE REQUESTED.
(PLEASE REFER TO THE GRANT AGREEMENT CHAPTER OF SCDP A-Z GUIDE FOR ADDITIONAL INFORMATION)

Due to lack of response and interest, we have decided to allocate the Duplex Rental funds to the Owner-Occupied activity. In the same context, we have also decided to allocate a portion of the Multi-Family Rental funds to the Owner-Occupied activity. We currently have a 4-unit Multi-Family Rental approved and will be bid this Spring. However, we have had a lack of interest after some initial applicants qualified but withdrew from the program due to the requirements (fair market rents for life of repayment agreement). We have sent out 10 letters to interested Owner-Occupied projects on our waitlist to begin the application process and fund additional needed rehabilitation projects in Target Area A and Plan B.

COMPLETE THIS SECTION ONLY IF A BUDGET ADJUSTMENT IS BEING REQUESTED

(PLEASE INCLUDE ALL GRANT ACTIVITIES IN BUDGET AND NOT JUST THOSE BEING ADJUSTED)

IDIS Activity Number	Activity	Current Budget			Adjustment Requested			Adjusted Budget			Goals	
		SCDP	Other	Total	SCDP	Other	Total	SCDP	Other	Total	Current Goal	Revised Goal
10300	Owner-Occupied	132,000.00	0.00	132,000.00	99,395.00	0.00	99,395.00	231,395.00	0.00	231,395.00	6	10
10302	Single-Family Rental	88,000.00	0.00	88,000.00	0.00	0.00	0.00	88,000.00	0.00	88,000.00	4	4
10304	Duplex Rental	25,000.00	0.00	25,000.00	-24,395.00	0.00	-24,395.00	605.00	0.00	605.00	2	0
10306	Multifamily Rental	100,000.00	0.00	100,000.00	-75,000.00	0.00	-75,000.00	25,000.00	0.00	25,000.00	8	4
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Totals		345,000.00	0.00	345,000.00	0.00	0.00	0.00	345,000.00	0.00	345,000.00		

Signature of Authorized City Official

Date

Signature of SCDP Representative

Date

Signature of SCDP Manager

Date



MEMORANDUM

Date February 21, 2023
To Mayor and City Council
From Kirsten Faurie, Community Development Director
RE Northstar RE release of escrow funds

SUMMARY

The Council will consider taking steps to releasing escrow funds owed to the city by Northstar RE

BACKGROUND

In 2018, the City of Mora entered a purchase agreement with Northstar RE for Lot 4, Block 3 of the Mora Industrial Park 2nd addition. The terms of that agreement included job creation goals of 14 FTE jobs by Dec. 18, 2022. As of January 2023, Northstar RE is short 8 jobs of that goal. According to the terms of the agreement and promissory note, Northstar RE owes the city payment of \$2,816.96 for each missing job for a total of \$22,535.68.

Northstar RE is aware that they are short of their job creation goal. On Aug. 18, 2022, Derek Carlson representing Northstar spoke to the City Council regarding his goals for the business and need to seek additional funding. To receive that funding, Carlson requested the city approve a subordination agreement. Following the advice of the city attorney, the council approved the subordination agreement contingent upon Northstar RE placing the repayment amount to the city in an escrow.

Those funds are currently being held in escrow and will be released upon certification by the city that the job creation obligations have not been satisfied.

During its Feb. 7 meeting, the Mora EDA recommended following the terms of the agreement and proceed to release the funds held in escrow by certifying Northstar RE's job creation goals have not been met.

RECOMMENDATIONS

Motion to proceed with steps necessary to release the funds owed to the city from escrow.

Attachments
Escrow Agreement
Release Statement Letter

ESCROW AGREEMENT

File#: ORTE748567
Property Address: 1200 N Industrial Road
Mora, MN 55051

LEGAL:

Lot 4, Block 3, Mora Industrial Park 2nd Addition, Kanabec County, Minnesota

Abstract Property

THIS AGREEMENT made and entered this 16 day of Sept, 2022 by and among, City of Mora, Sellers, and NorthStar RE, LLC, Purchasers and the Old Republic National Title Insurance Company.

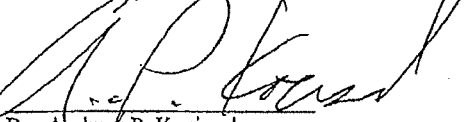
It is agreed that the sum of \$39,437.50 plus the \$250 escrow fee will be held in escrow until the following conditions have been met:

Job creation obligations per attached Note

Escrow Agent will then disburse said escrow monies as follows: to City based on the calculation specified in the attached Note if job creation goals are not met, and to NorthStar Re. LLC, upon certification by the City that the job creation obligations per the attached Note have been satisfied.

At the time of disbursement of the monies Escrow Agent may withhold its escrow fee of \$250.00. It is understood and agreed that any money deposited herewith shall be held in a non-interest bearing fiduciary account. Sellers and Purchasers do hereby indemnify and hold harmless Escrow Agent against any costs, damages, expenses and liabilities that Escrow Agent might incur while administering this Escrow Agreement, including but not limited to attorney's fees for declaratory judgments and defense and prosecution of suits to enforce this agreement which they may incur or sustain by reason of any action taken in good faith and with due care in connection with the escrow created hereby, or any Court Action arising therefrom.

Northstar RE, LLC

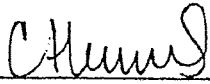


By: Andrew P. Kocisak
Its: Member



By: Derek Carlson
Its: Member

Old Republic National Title Insurance Company



Christeen Hennes

February __, 2023

Old Republic National Title Insurance Co.

“Escrow Agreement Dated September 16, 2022”

RE: **City of Mora / Northstar RE, LLC**
1200 North Industrial Road, Mora, Minnesota
Lot 4, Block 3, Mora Industrial Park 2nd Addition
File No. ORTE748567

Dear Sir/Madam:

Pursuant to the attached Escrow Agreement between Northstar RE, LLC (“Purchaser”), City of Mora (“Seller”), and Old Republic National Title Insurance Company (“Escrow Agent”), regarding the above matter, the City of Mora hereby requests that the following disbursements and demands immediate payment as follows:

- (1) Payment in the amount of Twenty-two Thousand Five Hundred Thirty-five and 68/100ths (\$22,535.68) Dollars payable to the City of Mora;
- (2) Payment in the amount of Sixteen Thousand Six Hundred Fifty-one and 82/100ths (\$16,651.82) Dollars payable to Northstar RE, LLC; and
- (3) Payment in the amount of Two Hundred Fifty and 00/100ths (\$250.00) Dollars payable to Old Republic National Title Insurance Company (escrow fee).

Should you have any questions, please call me directly at (320) 225-4806.

Very truly yours,

CITY OF MORA

By: _____
Glenn Anderson
City Administrator

JJJ/jmo

Enclosures

NORTHSTAR RE, LLC

By _____
_____ [print name]
Its _____ [title]

By _____
_____ [print name]
Its _____ [title]



MEMORANDUM

Date: February 21, 2023
To: Mayor and City Council
From: Jeff Krie, Activities & Recreation Coordinator & , Glenn Anderson, City Administrator
RE: Letter of Support Request for Grant

SUMMARY

Kizzy Hamilton, Alison Holland with the Friends of the Library are requesting a “letter of support” to apply for a “Call for Proposal” grant from a non-profit, The Department of Public Transformation.

BACKGROUND INFORMATION

On February 3, 2023 staff was contacted by Alison Holland to see if staff would be interested in writing a letter of support for a grant through “Call for Proposals” for a two-year grant to benefit the young teens in the community. This grant is headed up by Hamilton and The Friends of the Library. The City of Mora would need to write a support letter as the City of Mora is owner of the building. Holland and Hamilton are here to explain what the grant is about and what it requires of the City.

OPTIONS & IMPACTS

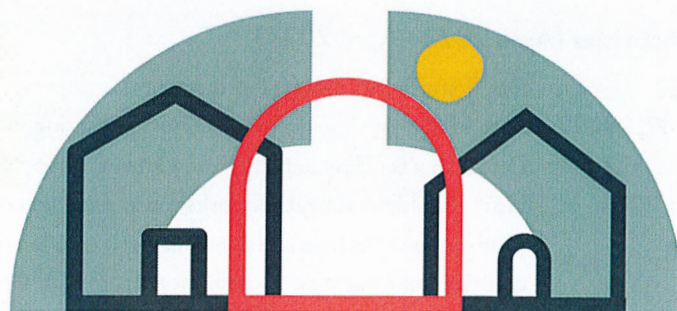
- Allow staff to submit a letter of support so that Kizzy Hamilton, Alison Holland and the Friends of the Library can submit a grant to help benefit the young teens in the community.
- Do not allow a letter of support for the grant which the program would have no funds to move forward.

RECOMMENDATIONS

Allow a letter of support to be written so Kizzy Hamilton, Alison Holland and the Friends of the Library can move forward to applying for a grant that will benefit the young teens in the community.

Attachments

Information about the grant
Letter of Support



Activate Rural Learning Lab Call for Projects

Department of Public Transformation seeks 5 rural Minnesota communities to participate in a 2-year Learning Lab for cultivating welcoming and creative places.

The Department of Public Transformation (DoPT) believes in working with artists, cultural workers, and connectors to strengthen rural places by supporting the role of community assets—social, cultural, and built—as a lens to help communities investigate and celebrate their collective story: past, present, and future. From creative taprooms and gathering places to multi-use community hubs and knowledge centers, Activate Rural supports creative building activation projects that inspire, motivate, and open up possibilities for rural communities across Minnesota.

The **Activate Rural Learning Lab** is a cohort-based peer network, workshop series, and resource hub which supports community leaders and artists in cultivating welcoming and creative physical places of connection in rural communities. Activate Rural's artist-led asset activation framework, provides an accessible, replicable, and scalable approach to building design and development for those who have a passion and vision for working with their community.

Learning Lab Details

Selected Building Activation Projects will receive:

- \$25,000 for artist-led community engagement projects and participation stipend
- One-on-one technical assistance
- Supportive cohort peer network
- Project promotion and documentation support
- Access to Activate Rural Learning Lab resource guides and workshops
- Travel and lodging costs for 3 core team members to attend 2 in-person cohort gatherings

Year 1 Activities (April 2023–April 2024)

Apr 2023	DoPT staff visits selected project sites
May 18-19, 2023	Attend and participate in full cohort gathering in Granite Falls, MN
May-Jul 2023	Establish a building activation roadmap for the next 2 years
Jun-Oct 2023	Host a building activation workshop in each community
Ongoing	One-on-one technical assistance; work with local artists to implement creative community engagement activities; 3-4 virtual cohort workshops with guest speakers

Year 2 Activities (May 2024–May 2025)

May 2024	Virtual full cohort gathering
Ongoing	Artist-led community engagement activities continue; one-on-one technical assistance; 3-4 virtual cohort workshops with guest speakers; project promotional support
May 2025	In-person cohort closing celebration (location TBD)

Project Eligibility

Eligible building activation projects are:

- Focused on designing a gathering place for community connection through creativity
- Located in a Minnesota rural community, or Native nation that shares this geography, with a population of around 10,000 or less
- Led by a committed core team of 1-2 artist leads and 2-3 activators (see FAQ for descriptions)
- Safe and viable for active engagement and public events in the idea phase, construction phase, or operational phase (see FAQ for descriptions)
- Moving forward in an identified building currently or soon-to-be under contract or ownership by member(s) of the core team and/or project partner(s) with eligible organizational structures (tribal government, municipal government, county government, 501c3 nonprofit, fiscally sponsored group, cooperative)

Project Selection Criteria

Ideal building activation projects will meet the following selection criteria:

- Community Connection: There is a community challenge or opportunity that will be addressed through the building activation project; the Core Team has an understanding of and/or connection to the challenges and opportunities being addressed.
- Capacity: There is an active core team meeting, planning, and working together. Core team members commit to participating fully in Activate Rural activities for two years; three team members are able to attend two Activate Rural in-person gatherings; one team member is able to serve as the primary contact to communicate and work regularly with DoPT staff.
- Readiness: The building is identified and ready for activation within the Activate Rural 2-year timeline. The application demonstrates enthusiasm for the process and openness to new ideas and approaches.
- Cohort and Project Diversity: The selection process will prioritize diversity of geographic locations, populations, project types, and demographics. Projects that are BIPOC-, women- or gender non-conforming-, and LGBTQ2IA+-led will be prioritized in the selection process.

Virtual Informational Session

Thursday, January 26, 2023

12:00 PM - 1:00 PM CST

Virtual session on Zoom; registration required

REGISTER HERE: DoPT.rsvp/2023ARinfosession

The Activate Rural Call for Projects virtual informational session will provide an overview of the Activate Rural program and the Call for Projects application process. There will be an opportunity for Q&A during the session. Questions submitted in advance via the registration form are appreciated!

→ A recording of the virtual information session will be available on our website after January 26, 2023.

Frequently Asked Questions

It is highly recommended that you review the Frequently Asked Questions (FAQ) before submitting an application or reaching out to program staff. You may find the answers you seek! To access the FAQ, visit publictransformation.org/activate-rural and scroll down in your browser.

Selection Timeline

Jan 9, 2023	Call for Projects Application Form Opens
Jan 26, 2023	Virtual Informational Session (12-1pm)
Feb 23, 2023	Applications due at 11:59 pm CST
Mar 2023	Selection process and Zoom meetings with finalists
April 3-7, 2023	Applicant notifications

To Apply

To apply, complete the online application form and submit Letter(s) of Support from the legal owner(s) of the building. To access the online application, visit publictransformation.org/activate-rural and click the "Apply Here" button.

Application deadline is February 23, 2023 at 11:59pm CST.

Late applications will not be reviewed.

Questions or Comments

Please contact Sarina Otaibi, Activate Rural Program Director, at sarina@publictransformation.org



This program is generously supported by the Mellon Foundation.



To whom it may concern:

This is a letter of support for the "Activate Rural" grant application submitted by Kizzy Hamilton on behalf of a grassroots community partnership, fiscally sponsored by the Mora Friends of the Library (501c3).

The City of Mora is the legal owner of the building known as the Mora Public Library. We have a long-standing agreement for use of the space by the East Central Regional Library System. The project proposal was developed in partnership with library staff. Given this, the use of the space for the purposes of this grant proposal would fall under this existing arrangement.

We are in support of the opportunity the "Activate Rural" grant provides to "activate" the space, further welcoming all community members into the Mora Public Library. Furthermore, we value the opportunity this grant program provides to support community members in developing creative and adaptive leadership skills. We recognize the lasting impact this work can have on the people and institutions of our community.

Thank you for your consideration of this application.

City of Mora

Jeff Krie, Activities & Recreation Coordinator



MEMORANDUM

Date: February 21, 2023
To: Mayor and City Council
From: Jeff Krie, Activities & Recreation Coordinator & Glenn Anderson, City Administrator
RE: City Hall Offices

SUMMARY

Staff is asking Council for consideration to install carpet in the rear spaces of City Hall. This area is the “old City Hall”, one room has had the carpet removed, cement surface painted that shows visible wear to its surface. The other room has very old wore out carpet and original installation date is unknown. Installation of carpet to this space would assist with sound absorption, provide a slip free surface, and provide added space as the city’s operations grow, and provide a professional office environment consistent with other offices in the building. Funds are available in 2023 to carpet both rooms.

BACKGROUND INFORMATION

On January 17, 2023 Council reviewed a previous memo and requested staff to get additional bids for carpet, carpet tile, and epoxy. Krie reached out to Judy Zimmerman, G & M Flooring, and Freetly Flooring for carpet and carpet tile bids. Krie also reached out to Lindstrom Painting and Royal Epoxy for Epoxy bids. Krie was also approached by Made OF Mora for purchase of carpet tile and to reach out to a private installer to bid service. Attached are the bids that were received.

OPTIONS & IMPACTS

- Review all bids and to make a recommendation for the rooms in the back of City Hall to create a more professional work environment, safe floors, and better sound absorption to be completed in 2023.
- Do nothing and work it into the 2024 budget which could result in an increase of cost of product and labor.

RECOMMENDATIONS

Motion to approve installation of carpet in both rooms in the back office.

Attachments

Pictures of Back Offices

Quotes for flooring and installation.

Contractor	Work to be done	Price
Made of Mora	Carpet Tiles for Sale, no installation.	150 Tiles X \$2= \$300
Royal Epoxy	Epoxy both offices.	\$3,120
Lindstrom Painting	Epoxy large room only.	\$2,850
Lindstrom Painting	Paint large room only.	\$1,425
Freetly Flooring	Carpet small office	\$1,411
Freetly Flooring	Carpet large office	\$5,117
Freetly Flooring	Install carpet tile only small office, we supply the tile.	\$685
Freetly Flooring	Install carpet tile large office, we supply the tile.	\$729
Zimmerman's	Carpet tile and installation small office. Texted price.	\$1,964
Zimmerman's	Carpet tile and installation large office. Texted price.	\$2,656
Zimmerman's	Carpet and installation small office, removal of old carpet.	\$1,380
Zimmerman's	Carpet and installation large office.	\$2,387
G & M Flooring	Carpet and installation small office, removal of old carpet.	\$765
G & M Flooring	Carpet and installation large office.	\$1787
G & M Flooring	Install carpet tile only small office, we supply the tile.	\$384
G & M Flooring	Install carpet tile only large office, we supply the tile.	\$700

Jeff Krie

From: Royal Epoxy <quickbooks@notification.intuit.com>
Sent: Friday, February 3, 2023 12:07 PM
To: Jeff Krie
Subject: Possible Spam - Estimate 1440 from Royal Epoxy

Dear Mora City Hall,

Please review the estimate below. Feel free to contact us if you have any questions.
We look forward to working with you.

Thanks for your business!
Royal Epoxy

----- Estimate -----

205 River Woods Ln
Burnsville, MN 55337 US

Estimate #: 1440
Date: 02/03/2023
Exp. Date:
\$3,120.00

Address:

Mora City Hall
101 South Lake St
Mora, MN 55051

Date	Activity Description	Sq ft	Rate	Amount
02/03/2023	Full flakePrep concrete for application of coating Apply one coat of epoxy vapor coat and add a full flake broadcast of chips Topcoat with a polyaspartic	520	5.50	2,860.00T



Scott Lindstrom
50856 Lakeview Drive
Rush City, MN 55069
320-358-3419

Name City of Mora

Address _____

City, State, Zip Mora

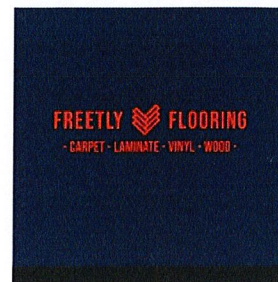
Date 1-19-23

Description	Amount
OFFICE	
Interior concrete Floor	
Concrete paint prep + paint Floor	
TOTAL	1,425 ⁰⁰
Epoxy + clear prep + Finish Floor	
TOTAL	2,850 ⁰⁰
All materials Included	

Received by _____

Freetly Flooring

39437 Homestead Ave
North Branch, MN 55056 US
763-228-6842
freetlyflooring@gmail.com



Estimate

ADDRESS
Jeff Krie

ESTIMATE 1209
DATE 01/31/2023

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Cpt Broadloom Installation	17	10.00	170.00T
	Pressure sensitive Adhesive	1	129.83	129.83
	Tarkett Vinyl Base	1	179.33	179.33
	Vinyl Base	1	100.00	100.00
	Pressure sensitive Adhesive	1	129.83	129.83
	Demo	17	5.00	85.00
	Disposal	1	100.00	100.00
	Cpt broadloom	17	27.67	470.39T

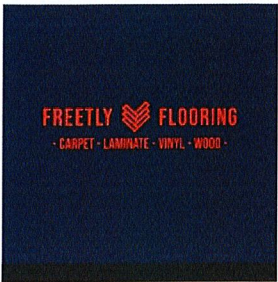
Office 2	SUBTOTAL	1,364.38
	TAX	47.23
	TOTAL	\$1,411.61

Accepted By

Accepted Date

Freetly Flooring

39437 Homestead Ave
North Branch, MN 55056 US
763-228-6842
freetlyflooring@gmail.com



Estimate

ADDRESS
Jeff Krie

ESTIMATE
DATE

1208
01/31/2023

DATE		DESCRIPTION	QTY	RATE	AMOUNT
	Cpt Broadloom Installation	Rolled Cpt Install	125	10.00	1,250.00
	Pressure sensitive Adhesive	Adhesive	1	129.83	129.83
	Tarkett Vinyl Base	Base to Match Cpt	1	179.33	179.33
	Vinyl Base	base install	1	100.00	100.00
	Cpt broadloom	Rolled Cpt	125	27.67	3,458.75

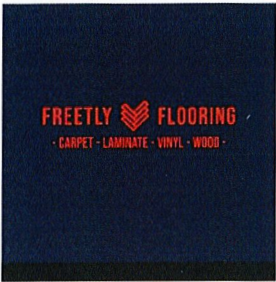
Office 1	SUBTOTAL				5,117.91
	TAX				0.00
	TOTAL				\$5,117.91

Accepted By

Accepted Date

Freetly Flooring

39437 Homestead Ave
North Branch, MN 55056 US
763-228-6842
freetlyflooring@gmail.com



Estimate

ADDRESS
Jeff Krie

ESTIMATE
DATE

1209
01/31/2023

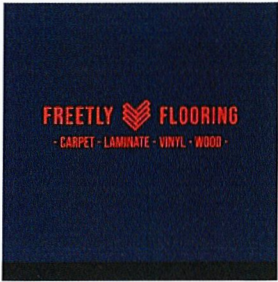
DATE	DESCRIPTION		QTY	RATE	AMOUNT
	Cpt Tile Install	cpt tile install	17	8.00	136.00T
	Pressure sensitive Adhesive	Adhesive	1	129.83	129.83
	Tarkett Vinyl Base	Vinyl Base	1	179.33	179.33
	Vinyl Base	Base Installation	1	100.00	100.00
	Pressure sensitive Adhesive	Base adhesive	1	129.83	129.83
Office 2					
SUBTOTAL					674.99
TAX					10.03
TOTAL					\$685.02

Accepted By

Accepted Date

Freetly Flooring

39437 Homestead Ave
North Branch, MN 55056 US
763-228-6842
freetlyflooring@gmail.com



Estimate

ADDRESS
Jeff Krie

ESTIMATE
DATE

1208
01/31/2023

DATE		DESCRIPTION	QTY	RATE	AMOUNT
	Cpt Tile Install	Cpt tile Install	40	8.00	320.00
	Pressure sensitive Adhesive	Adhesive	1	129.83	129.83
	Tarkett Vinyl Base	Base to Match Cpt	1	179.33	179.33
	Vinyl Base	base install	1	100.00	100.00

Office 1	SUBTOTAL	729.16
	TAX	0.00
	TOTAL	\$729.16

Accepted By

Accepted Date

Zimmermann's

48 Union Street N.
Mora, MN 55051

Invoice

Date	Invoice #
1/24/2023	2949

Bill To
City of Mora 101 Lake Street South Mora, MN 55051

P.O. No.	Terms	Project
	1/2 Down Payment	

Quantity	Description	Rate	Amount
	2 Offices for Activities and Recreation		
	Back Office Takeup Existing Carpet Glued Down, Scrape existing adhesive from floor, skim coat needed areas for Installation of Carpet, Direct Glue, Labor, Premium Adhesive, Supplies and Disposal of waste at ECSWC Landfill (This includes possibly having to remove the existing adhesive by grinding the concrete with diamond bit grinder.)	660.58	660.58
204	SF of Carpet, 26 ounce Inspiring Moment with Shipping and Delivery	3.53	720.12
	Main Office and under cabinet prep and Skim coat concrete floor for Installation of Direct Glue, Seam Seal all Carpet Seams, Premium Adhesive Labor and Supplies.	651.34	651.34
492	SF Carpet, 26 ounce Inspiring Moment with Shipping and Delivery	3.53	1,736.76
	In my experience, I would not use Carpet Tiles in the above areas as there are variances in the concrete and in time I feel the seam edges would separate from each other. Since Carpet Tile was introduced into the flooring industry we have installed large commercial and small projects successfully with Carpet Tiles. If you have questions please let me know,		
Total			\$3,768.80
Payments/Credits			\$0.00
Balance Due			\$3,768.80

Thank-you!

320-679-4870

E-mail

judy@zimmermannsonline.com

G AND M FLOORING
2462 FALCON ST
MORA, MN 55051
(651)334-2141
gandmflooring@msn.com

Estimate

ADDRESS

JEFF KRIE
MORA CITY HALL
101 S LAKE ST
MORA, MN 55051

ESTIMATE # 1091

DATE 02/08/2023

EXPIRATION DATE 02/28/2023

DATE	ACTIVITY	AMOUNT
	Services	1,787.43
	COST FOR VICTORY (JEFFS OFFICE) COLOR #746 AND INSTALL	
	Services	765.50
	COST FOR SMALLER OFFICE NEXT TO (JEFFS) SAME CARPET TO INSTALL AND REMOVE AND DISPOSE OF OLD CARPET	
	PLEASE LET ME KNOW IF YOU HAVE ANY QUESTIONS THANKS GARY	

TOTAL	\$2,552.93
-------	-------------------

Accepted By

Accepted Date

Memorandum



Memorandum





MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Greg Anderson, PE (Lic. MN)

DATE: February 14, 2023

RE: TH 65 Left Turn Lane at 9th Street Project
SEH No. MORA0 169235 14.00

This memo is to update the council on the status of the above project. Last summer the City received notice it was awarded funding from MnDOT's Local Partnership Program (LPP) towards the construction of a left turn lane for northbound TH 65 at 9th Street. The City authorized SEH to prepare the construction documents for the project in August.

Draft plans have been prepared and submitted to MnDOT for review and comment. There will be at least one more round of review & comment by MnDOT prior to their approval of the plans. The draft plans have also been sent to city staff for their review and comment. The next step would be approval of the attached resolution by the city council authorizing the mayor to enter into the cooperative agreement with MnDOT for the project.

Once MnDOT approves the final plans, they will send the cooperative agreement referenced in the attached resolution. Once the cooperative agreement is approved by the City and MnDOT, we will have authorization from MnDOT to advertise the project for bids. I plan to request council authorization to advertise the project for bids at the March 21st meeting.

After the bids are opened the results will be presented to the City Council and MnDOT for potential award of the project to the low bidder. We hope to have this award available for the May 16th council meeting to allow the contractor time to complete the construction before the new high school opens in late August.

MnDOT will be funding \$150,000 towards the construction of the turn lane. This amount includes a portion to be used for project inspection. Originally MnDOT's funds would not be available until 2026. I recently learned that MnDOT's funds may be available yet this year provided the project is underway by June 30, 2023.

I will be attending the February 21st council meeting to discuss the project and answer any questions the council may have.

ah

c: Glenn Anderson, City of Mora
Joe Kohlgraf, City of Mora

x:\ko\m\mora0\169235\1-gen\14-corr\turn lanememo.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

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CITY OF MORA

RESOLUTION 2023-221

IT IS RESOLVED that the City of Mora enters into MnDOT Agreement No. **1052703** with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the City of the State's share of the costs of the Left Turn Lane construction, and other associated construction to be performed upon, along, and adjacent to Trunk Highway No. 65 from Industrial Road to 375 feet north of 9th Street within the corporate limits of the City of Mora under State Project No. SP 3308-049.

IT IS FURTHER RESOLVED that the Mayor and the _____
(Title)
are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Mora at an authorized meeting held on the _____ day of _____, 20__, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this

_____ day of _____, 20__

Notary Public _____

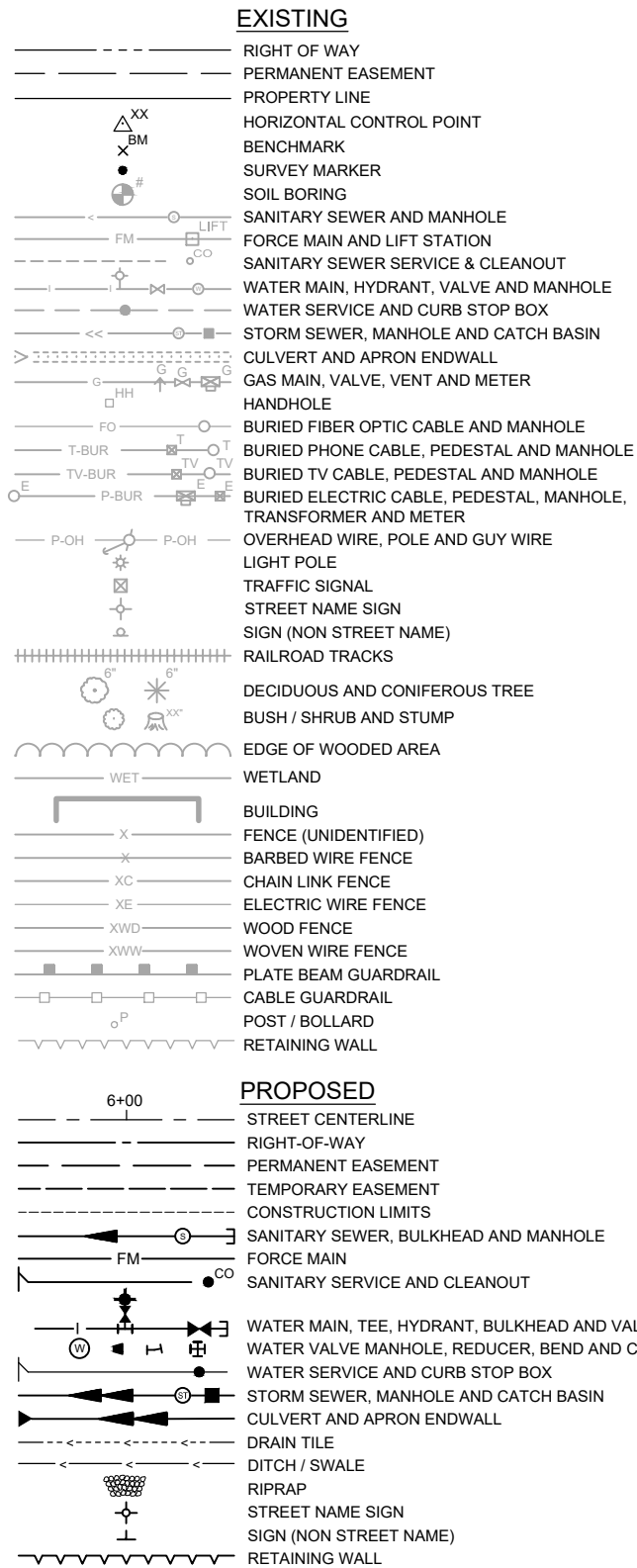
My Commission Expires _____

(Signature)

(Type or Print Name)

(Title)

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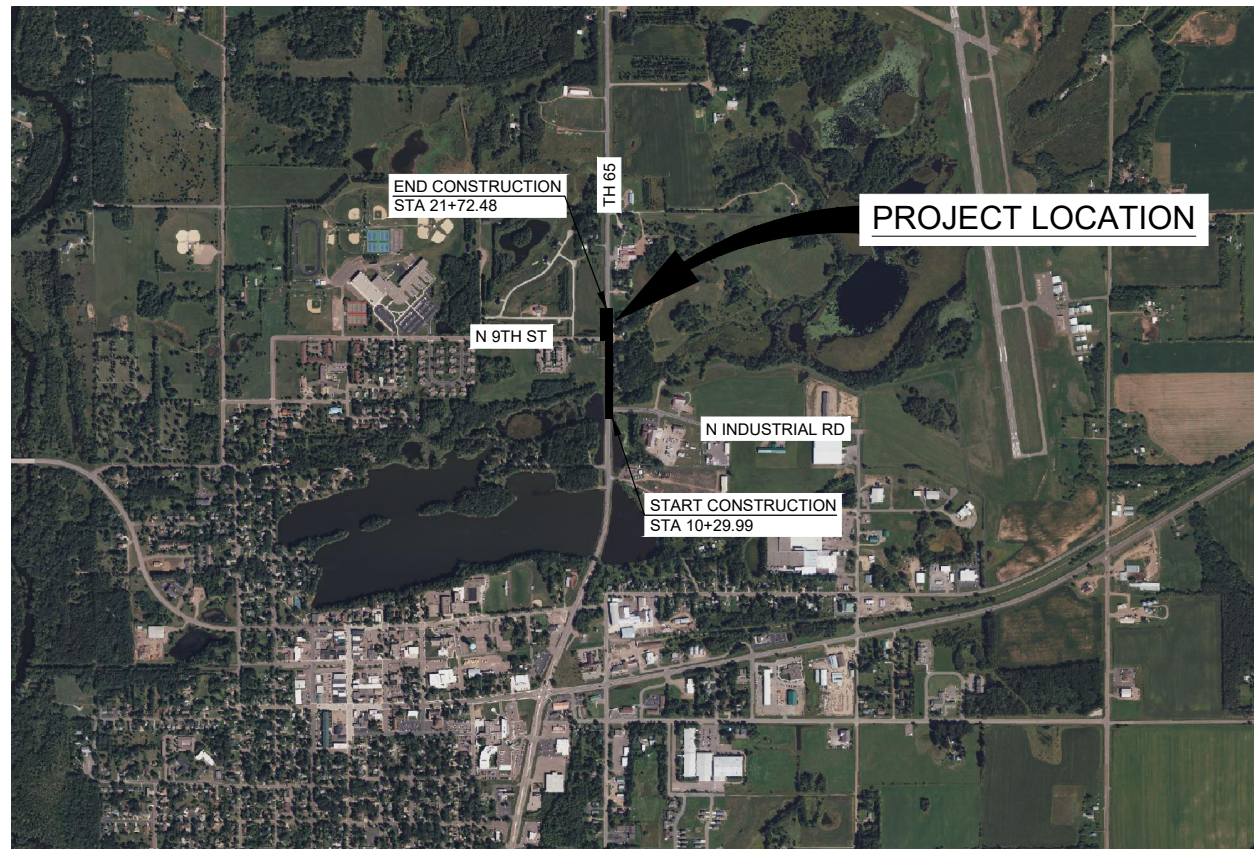




CITY OF MORA, MINNESOTA

CONSTRUCTION PLANS FOR AGGREGATE BASE, BITUMINOUS SURFACING

TH 65 TURN LANE ADDITION

SP 3308-049



GOVERNING SPECIFICATIONS	
THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.	
ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.	
INDEX	
SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	STATEMENT OF ESTIMATED QUANTITIES
3-4	TYPICAL SECTIONS
5	OVERALL SITE PLAN
6-7	EXISTING CONDITIONS AND REMOVALS PLANS
8-9	STREET AND STORM SEWER PLANS
10-11	GRADING AND EROSION CONTROL PLANS
12-13	TEMPORARY SIGNAGE & STRIPING PLANS
14-15	SIGNAGE & STRIPING PLAN
16-17	SWPPP
18-23	CROSS SECTIONS
THIS PLAN CONTAINS 23 SHEETS.	
PROJECT LOCATION	
 CITY OF MORA, KANABEC COUNTY	
AGREEMENT NO. 1052703 CITY OF MORA SP 3308-049 (TH 65) DISTRICT 3 BAXTER	
APPROVED:	
APPROVED FOR STATE LLP FUNDING STATE AID ENGINEER	DATE
APPROVED:	
DISTRICT STATE AID ENGINEER: REVIEWED FOR COMPLIANCE WITH STATE LLP RULES/POLICY	DATE
APPROVED:	
GREG ANDERSON, PE	MORA CITY ENGINEER
DATE	
MORA, MINNESOTA	
 PHONE: 651.490.2000 3535 VADNAIS CENTER DRIVE ST. PAUL, MN 55110-5196 www.sehinc.com	
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.	
PROJECT NO. SP 3308-049	
1 of 23	

NOTE:
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02 ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

THE CONTRACTOR SHALL CALL THE GOPHER STATE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.



Know what's below.
Call before you dig.

Signature _____
Date: _____ Lic. No. _____

SAP 3308-049

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STATEMENT OF ESTIMATED QUANTITIES						
LINE NUMBER	ITEM NUMBER	ITEM	UNITS	PARTICIPATING		NON-PARTICIPATING (LOCAL)
				(SAP 3308-49)	(STORM SEWER)	
1	2021.501	MOBILIZATION	LUMP SUM	1		
2	2101.502	CLEARING	EACH			
3	2101.502	GRUBBING	EACH			
4	2104.502	REMOVE SIGN	EACH	2		
5	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	823		
6	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	292		
7	2106.507	EXCAVATION - COMMON (EV)	CU YD	1212		
8	2106.507	EXCAVATION - SUBGRADE (EV)	CU YD	100		
10	2108.504	GEOTEXTILE FABRIC TYPE 5	SQ YD			
11	2112.519	SUBGRADE PERPARATION	RD STA	8		
11	2112.519	SUBGRADE PERPARATION	RD STA	8		
13	2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	136		
15	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	117		
16	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	99		
16	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	99		
19	2503.503	18" RC PIPE SEWER DES 3006 CL III	LIN FT	88		
20	2563.601	TRAFFIC CONTROL	LUMP SUM	1		
20	2563.601	TRAFFIC CONTROL	LUMP SUM	1		
22	2564.602	INSTALL SIGN	EACH			
23	2573.502	STORM DRAIN INLET PROTECTION	EACH	1		
23	2573.502	STORM DRAIN INLET PROTECTION	EACH	1		
25	2574.507	COMMON TOPSOIL BORROW (CV)	CU YD	1097		
26	2575.605	SEEDING	ACRE	0.23		
26	2575.605	SEEDING	ACRE	0.23		
28	2582.503	4" DBL SOLID LINE PAINT GR IN (WR)	LF	445		
29	2582.503	4" BROKEN SOLID LINE PAINT GR IN (WR)	LF	446		
29	2582.503	4" BROKEN SOLID LINE PAINT GR IN (WR)	LF	446		

REMOVALS AND SAWING TABULATION							
STATION	LOCATION	CLEARING	GRUBBING	SALVAGE AND RESINTALL SIGN	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SALVAGE BITUMINOUS RECLAIM MATERIAL (P)
		EACH	EACH	EACH	LIN FT	SQ YD	CU YD
11+90 - 13+13	RT				130		3
13+13 - 15+41	RT			1	228	86	6
15+41 - 17+85	RT			1	244	65	6
17+85 - 19+10	RT				125	67	3
19+10 - 20+04	RT				95	73	8
TOTAL		0	0	2	822	291	26

BITUMINOUS PAVEMENT TABULATION					
ALIGNMENT	STATION RANGE	LOCATION	TYPE SP 9.5 WEARING COURSE MIX (2,C) SPWEQ240C	TYPE SP 12.5 NON WEAR COURSE MIX (2,B) SPNWB230B	BITUMINOUS MATERIAL FOR TACK COAT
			TON	TON	GAL
TH 65	11+90.30 - 13+21.33	10' - 20' R	11	18	7
	13+21.33 - 15+46.15	10' - 20' R	20	33	12
	15+46.15 - 17+80.24	10' - 20' R	11	18	6
	17+80.24 - 19+06.55	17' - 20' R	4	6	2
	19+06.55 - 20+03.59	15' - 20' R	3	5	2
TOTAL			51	84	29

DRIVEWAY TABULATION				
START STATION	END STATION	LOCATION	ADDRESS	TYPE SP 9.5 WEARING COURSE MIX (2,B) 4" DEPTH
				SQ YD
13+21	13+74	20' - 43' R	718	52
15+64	16+01	20' - 41' L	720, 724, 726	54
17+80	18+35	23' - 38' L	720, 724, 726	62
19+06	19+60	20' - 42' L	748	68
TOTAL				236

STORM SEWER AND CULVERT SCHEDULE								
UPSTREAM STRUCTURE	STATION	OFFSET	DOWNSTREAM STRUCTURE	UPSTREAM INVERT ELEVATION	DOWNSTREAM INVERT ELEVATION	SLOPE	18" RC PIPE SEWER DESIGN 3006 CL III	18" RC APRON
							LIN FT	EACH
AP-2	13+26.68	35.7' R	AP-1	992.11	993.31	2.96%	41	2
TOTALS							41	2

SP 3308-049

SEH Project	#####	Rev.#		Revision Issue Description	Date	Rev.#		Revision Issue Description	Date
Drawn By	GTG	.				.			
Designed By		.				.			
Checked By		.				.			



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#####

DATE: - LICENSE NO. -

TH 65 TURN LANE ADDITION
MORA, MN

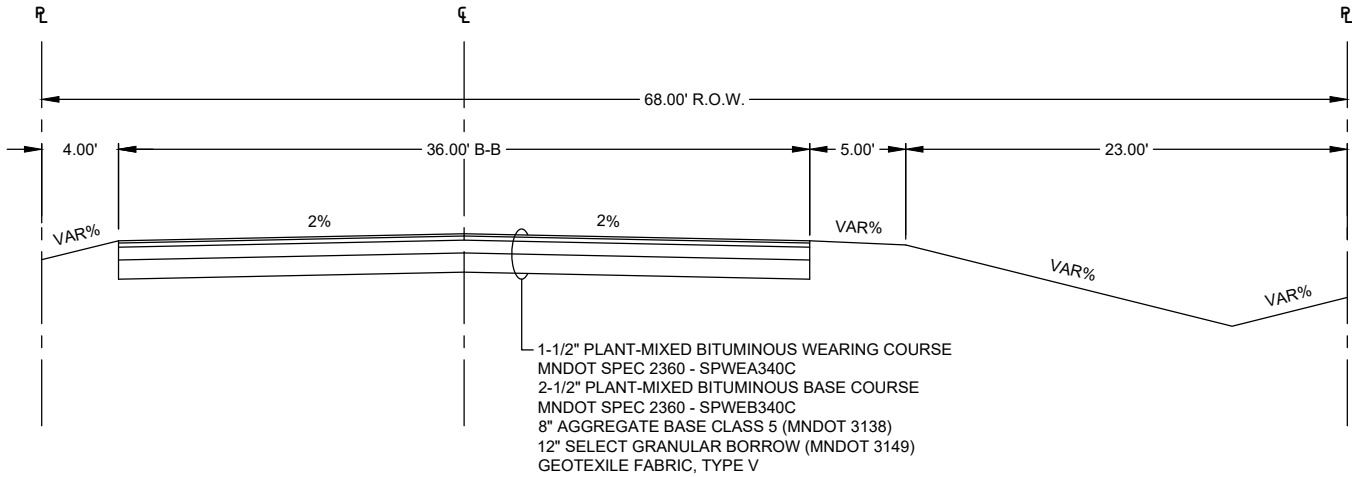
STATEMENT OF ESTIMATED QUANTITIES

2

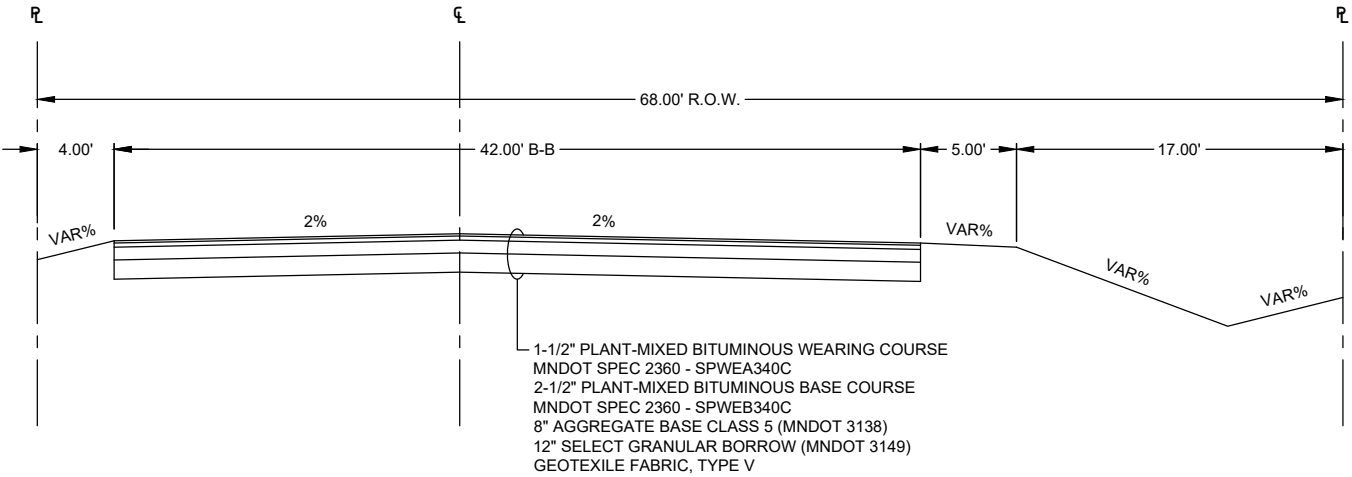
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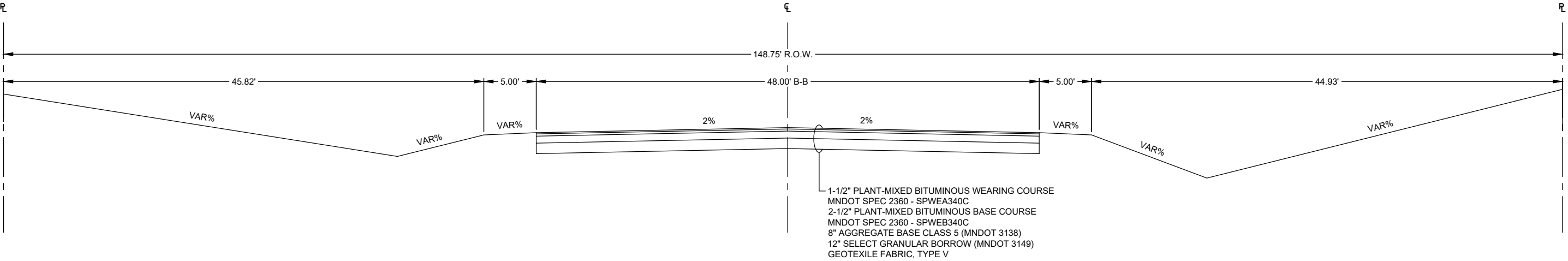
TH 65
10+29.99 - 16+66.23
EX 36' ROADWAY



TH 65
16+66.23 - 18+25.65
EX 42' ROADWAY



TH 65
18+25.65 - 21+72.48
EX 46' ROADWAY



SP 3308-049

SEH Project
Drawn By
Designed By
Checked By

GTG

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Revision Issue
Description

Date

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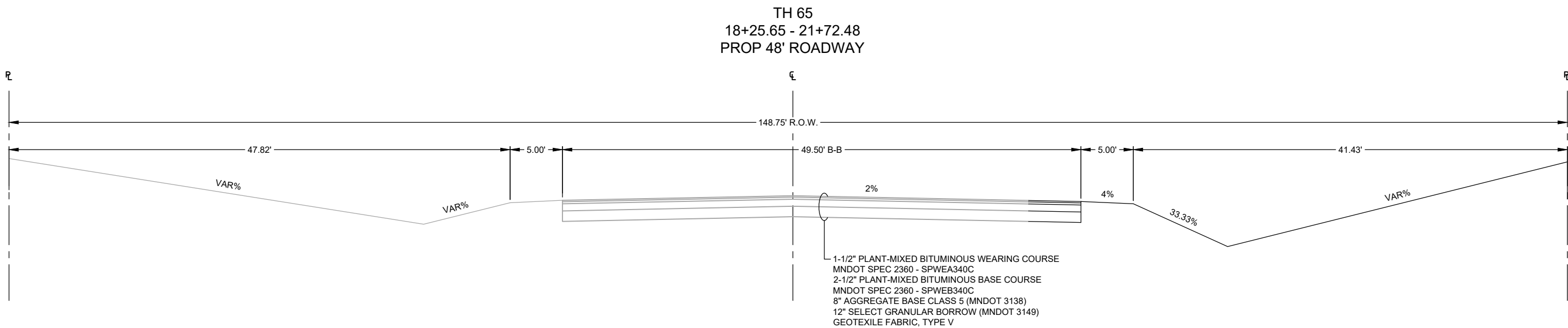
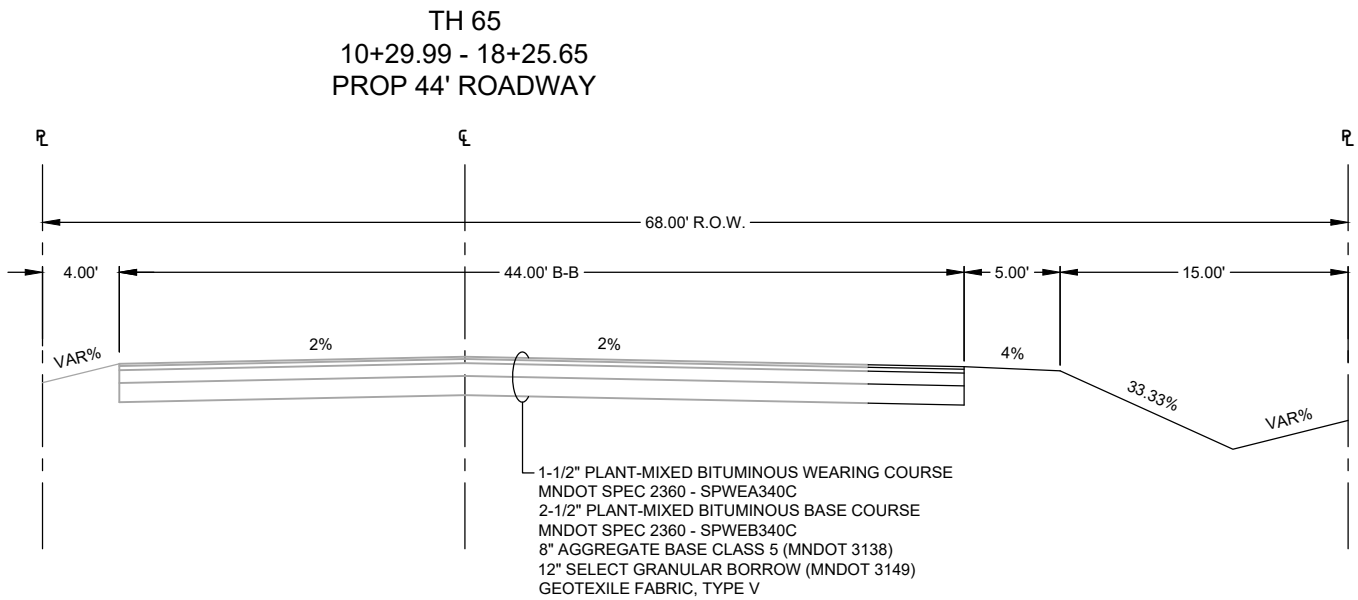


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DATE _____ LICENSE NO. _____

TH 65 TURN LANE ADDITION
MORA, MN

EXISTING TYPICAL SECTIONS



SP 3308-049

SEH Project	#####	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date
Drawn By	GTG	.			.		
Designed By		.			.		
Checked By		.			.		



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DATE _____ LICENSE NO. _____

TH 65 TURN LANE ADDITION
MORA, MN

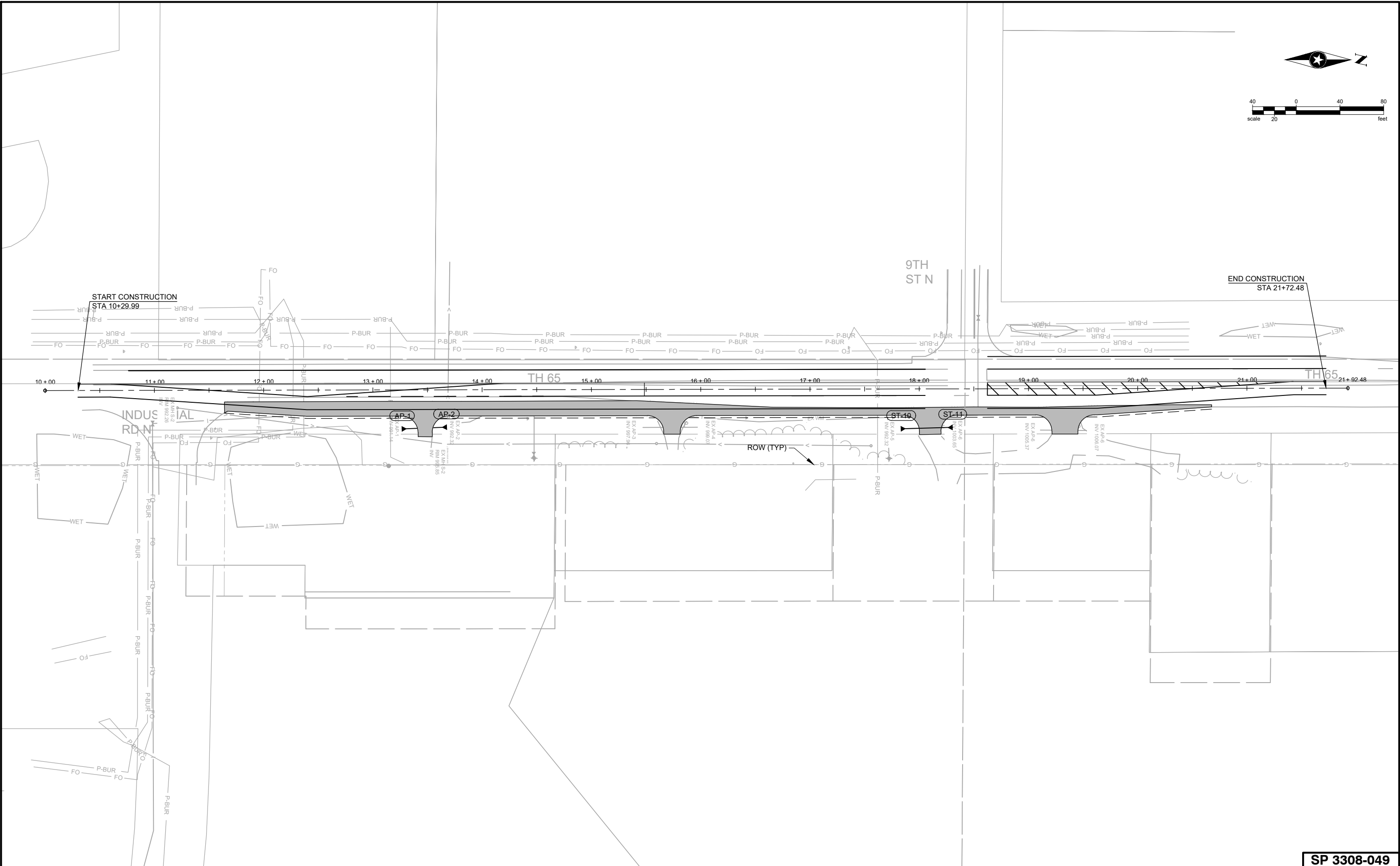
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
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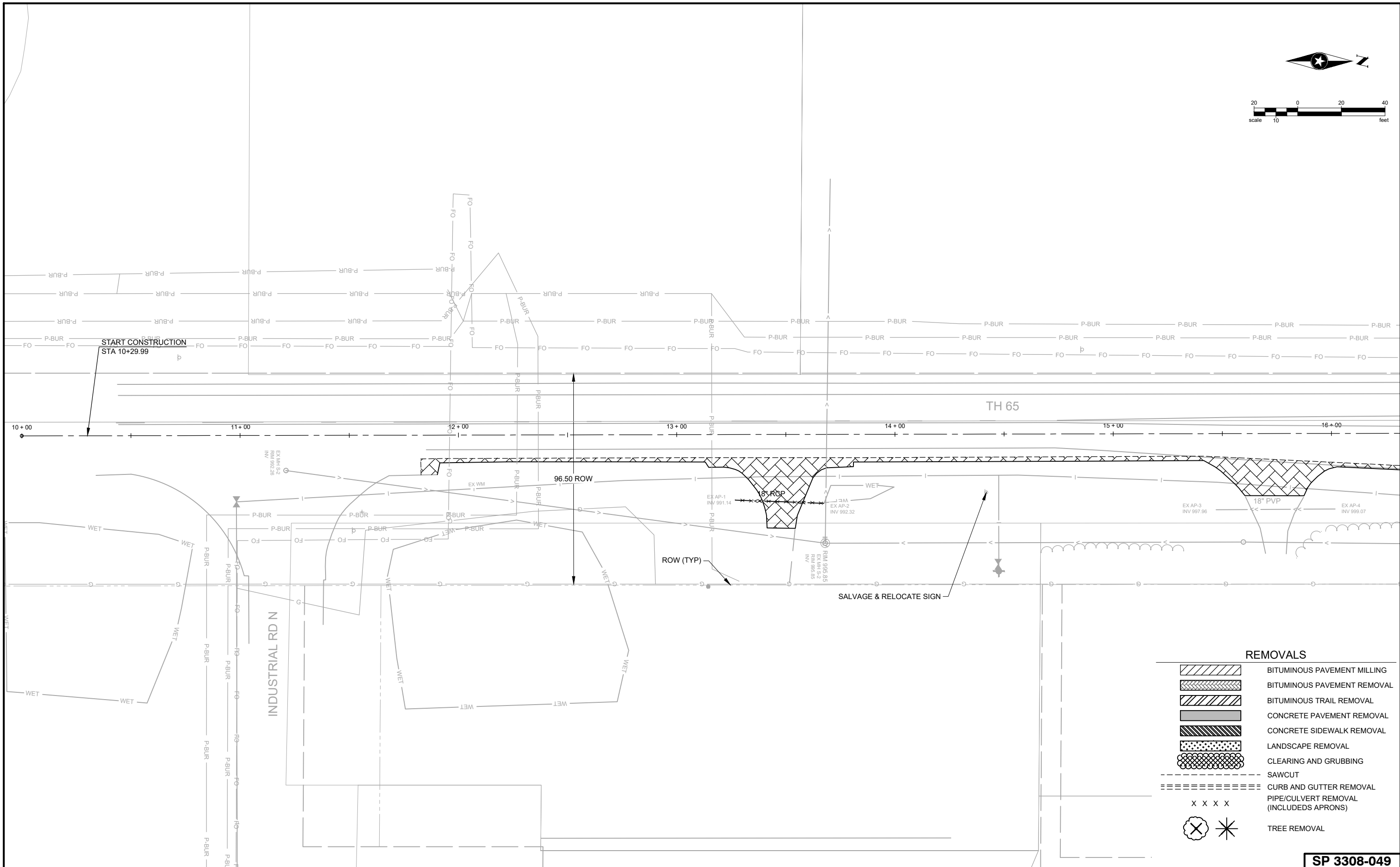
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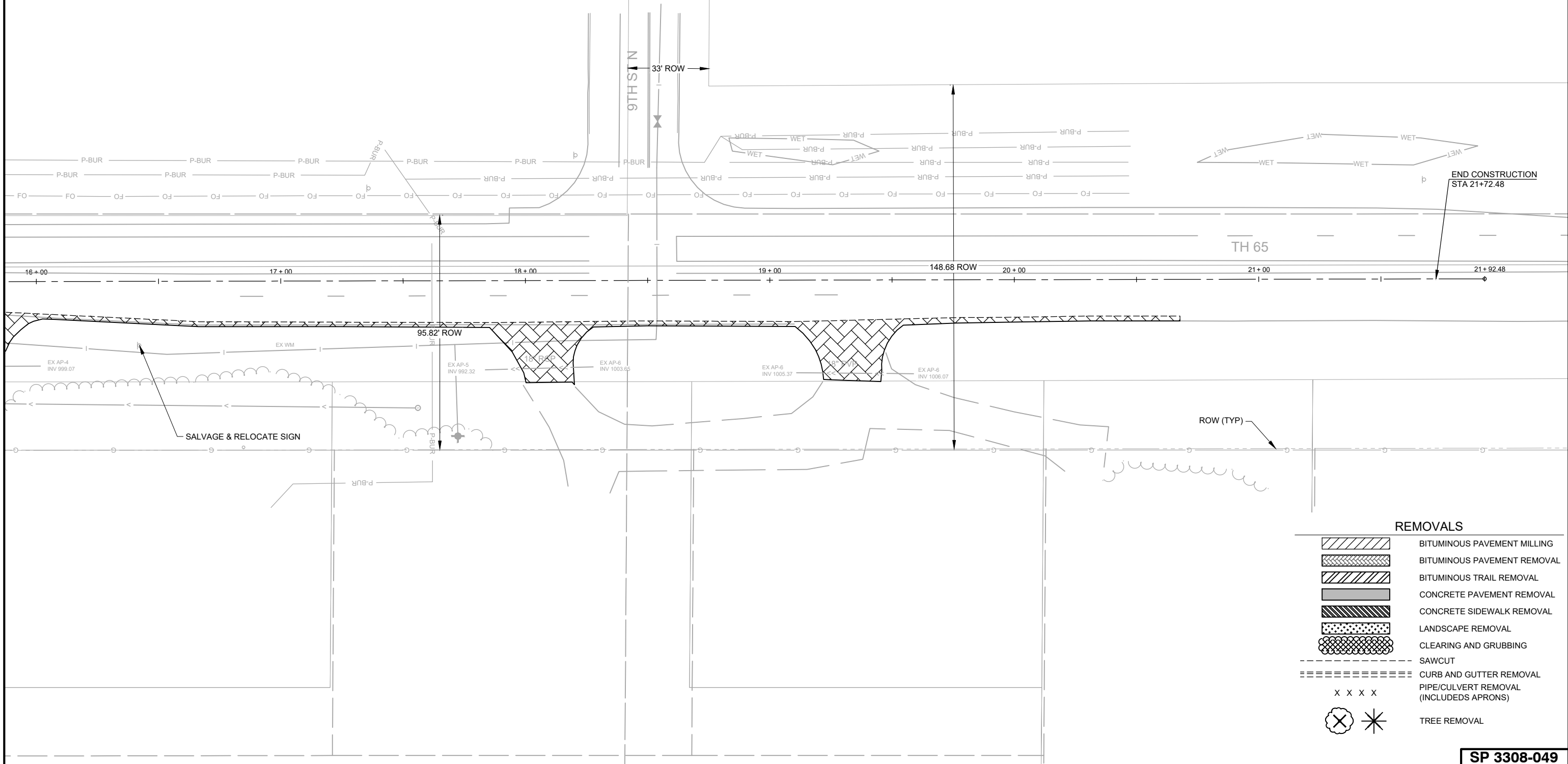
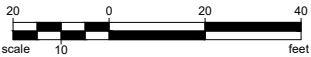
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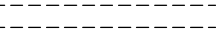

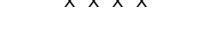



REMOVALS	
	BITUMINOUS PAVEMENT MILLING
	BITUMINOUS PAVEMENT REMOVAL
	BITUMINOUS TRAIL REMOVAL
	CONCRETE PAVEMENT REMOVAL
	CONCRETE SIDEWALK REMOVAL
	LANDSCAPE REMOVAL
	CLEARING AND GRUBBING
	SAWCUT
	CURB AND GUTTER REMOVAL
	PIPE/CULVERT REMOVAL (INCLUDES APRONS)
	TREE REMOVAL

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REMOVALS

-  BITUMINOUS PAVEMENT MILLING
-  BITUMINOUS PAVEMENT REMOVAL
-  BITUMINOUS TRAIL REMOVAL
-  CONCRETE PAVEMENT REMOVAL
-  CONCRETE SIDEWALK REMOVAL
-  LANDSCAPE REMOVAL
-  CLEARING AND GRUBBING
-  SAWCUT
-  CURB AND GUTTER REMOVAL
-  PIPE/CULVERT REMOVAL (INCLUDED APRONS)
-  TREE REMOVAL

SP 3308-049

SEH Project	#####	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date	TH 65 TURN LANE ADDITION MORA, MN	EXISTING CONDITIONS & REMOVALS PLAN	7 of 23
Drawn By			
Designed By			
Checked By			

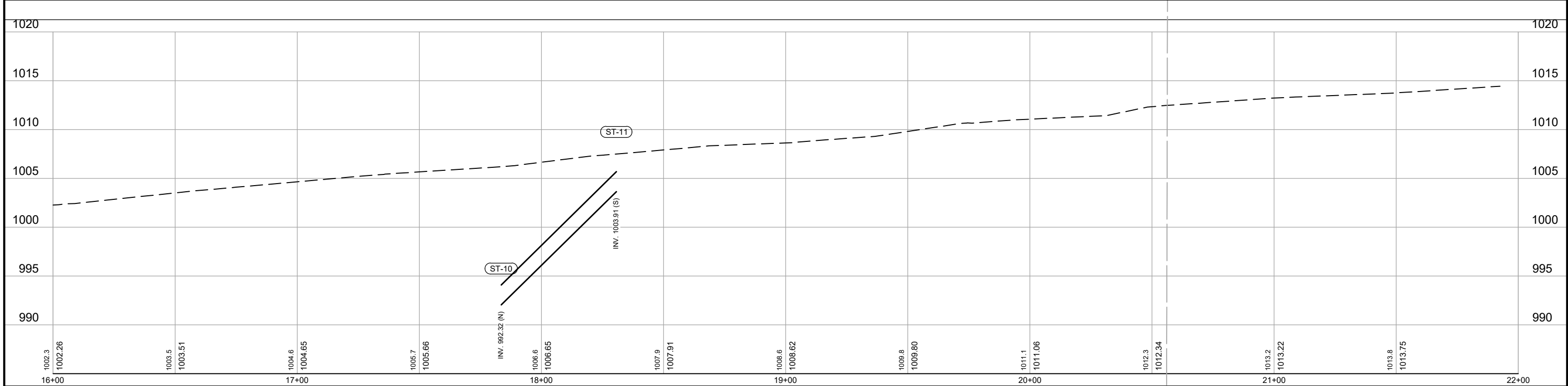
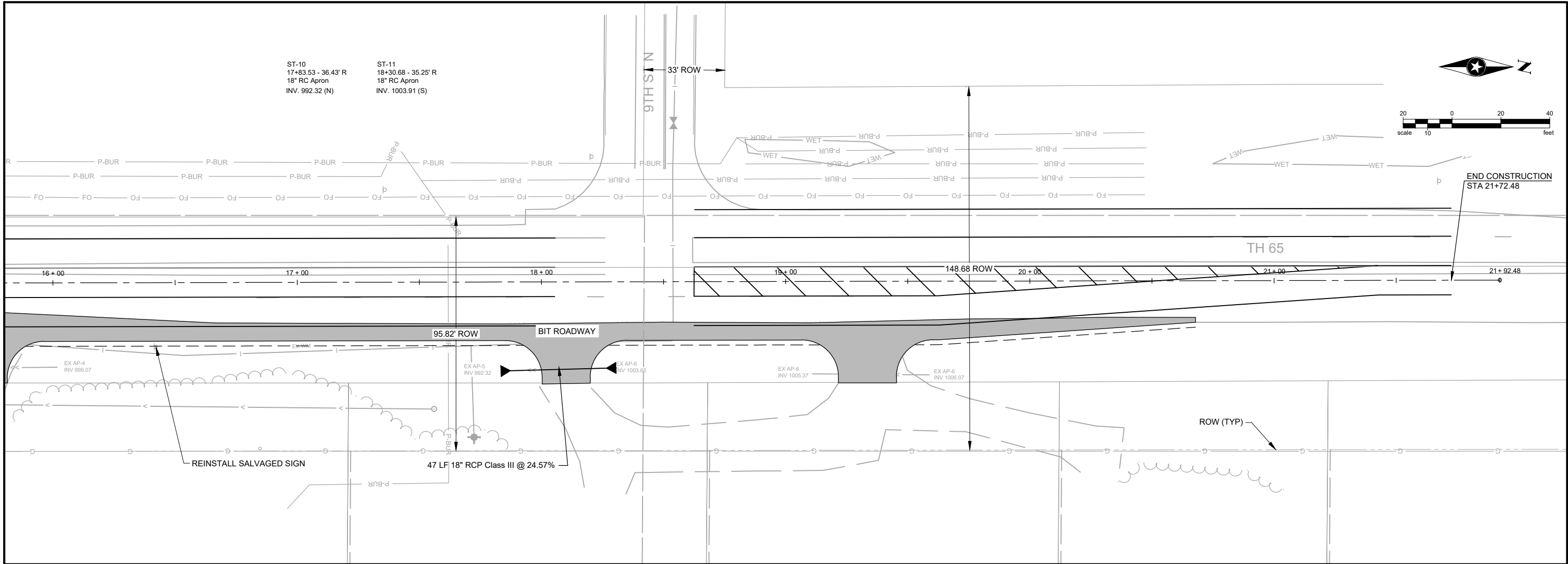


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DATE _____ LICENSE NO. _____








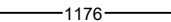


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SP 3308-049									
SEH Project	#####	Rev. #	Revision Issue Description	Date	Rev. #	Revision Issue Description	Date	TH 65 TURN LANE ADDITION MORA, MN	
Drawn By	GTG	STREET & STORM SEWER PLAN	
Designed By	9	
Checked By	of 23	

LEGEND

DESCRIPTION

- TEMPORARY ROCK CONSTRUCTION ENTRANCE (SEE ROCHESTER SDP 7-06)
- EROSION CONTROL BLANKET TYPE 3N
- STORM DRAIN INLET PROTECTION (SEE ROCHESTER SDP 7-05)
- SILT FENCE (SEE ROCHESTER SDP 7-01)
- GRADING LIMITS
- GROUND AND PROPERTY CORNER ELEVATION
- EXISTING CONTOUR
- PROPOSED CONTOUR
- EXISTING DRAINAGE ARROW
- PROPOSED DRAINAGE ARROW

CONSTRUCTION NOTES

EROSION CONTROL

1.

ALL EROSION AND POLLUTION CONTROL MEASURES SHALL BE IN ACCORDANCE WITH STATE AND LOCAL REQUIREMENTS.
2.

SILT FENCE AND TEMPORARY ROCK CONSTRUCTION ENTRANCE MUST BE INSTALLED BEFORE CONSTRUCTION STARTS. INSTALL ALL EROSION AND SEDIMENT CONTROL MEASURES PRIOR TO ANY SOIL DISTURBANCE ACTIVITIES.
3.

EROSION AND SEDIMENT CONTROL MEASURES SHOWN ARE MINIMUM AND ADDITIONAL MEASURES MUST BE INSTALLED AS NEEDED TO CONTROL EROSION AND SEDIMENT
4.

ALL DISTURBED AREAS TO BE COVERED w/4" OF TOPSOIL AND SEEDED PER MNDOT SPEC. 2575 WITHIN A PERIOD OF 7 DAYS FOLLOWING THE COMPLETION OF CONSTRUCTION (SEE NOTE 3). FOR TEMPORARY SEEDING USE MNDOT SEED MIX 25-141 AT 60 LBS/AC AND 2 TONS/AC OF TYPE 1 MULCH - DISK ANCHORED.
5.

CONCRETE TRUCK WASHOUT MANAGEMENT (CONTAINMENT) BMP TO BE PROVIDED ON SITE PER MPCA.
6.

CONSTRUCTION TRAFFIC SHALL BE LIMITED TO A SINGLE CONSTRUCTION TRAFFIC ACCESS POINT TO MINIMIZE TRACKING FROM THIS JOB SITE. TRUCKS SHALL BE STOPPED AND TIRES SWEEPED PRIOR TO LEAVING THE CONSTRUCTION SITE. CONTRACTOR SHALL REGULARLY PERFORM STREET SWEEPING TO MINIMIZE SILT LEAVING THE CONSTRUCTION SITE. OR THE CONTRACTOR SHALL INSTALL A TEMPORARY ROCK CONSTRUCTION ENTRANCE AT THE LOCATION AS SHOWN ON THE PLAN AND PER THE DETAIL
7.

CONTRACTOR TO PROVIDE ADEQUATE MEASURES TO CONTROL SPRING EROSION & SEDIMENTATION IF TEMPORARY OR PERMANENT COVER WILL NOT BE COMPLETE BY NOVEMBER 15TH.
8.

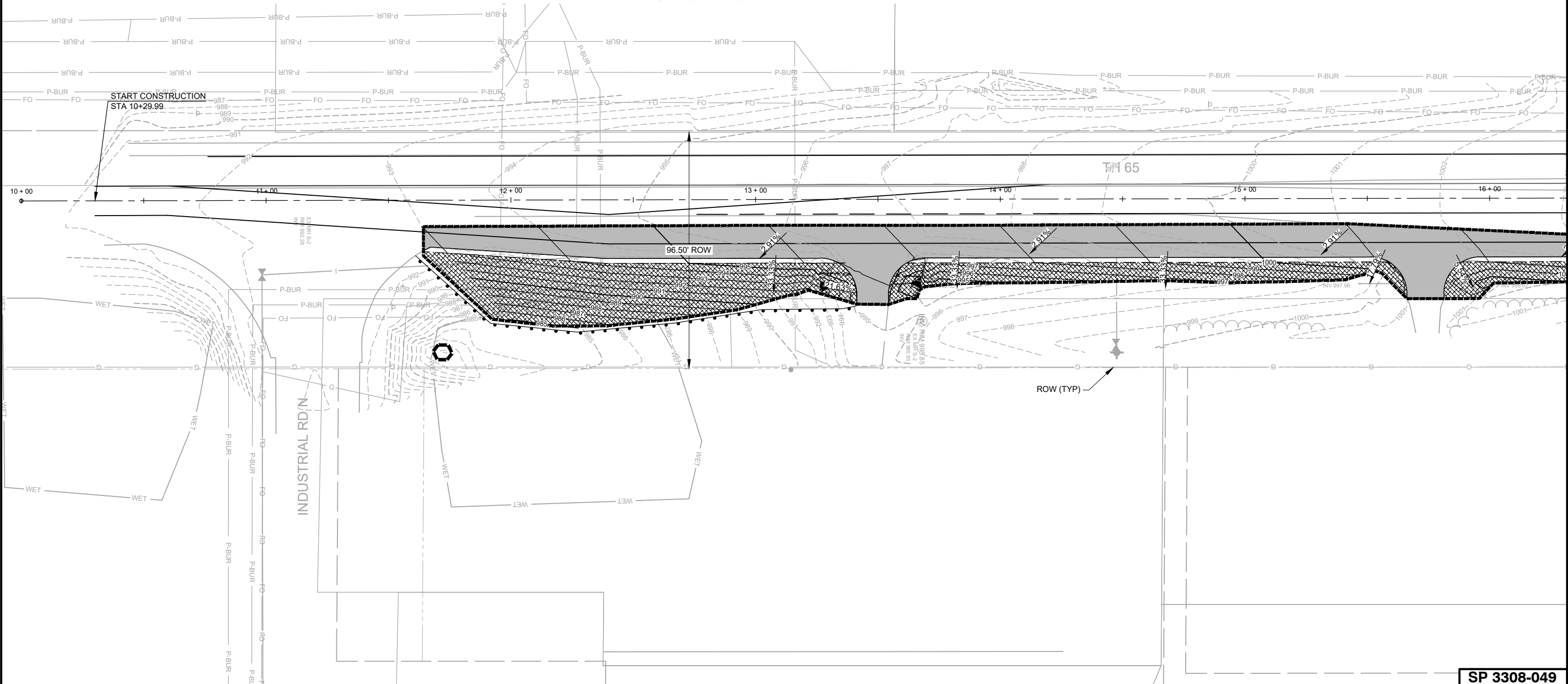
THE CONTRACTOR MUST STABILIZE ALL EXPOSED SOIL AREAS (INCLUDING STOCKPILES). STABILIZATION MUST BE INITIATED IMMEDIATELY TO LIMIT SOIL EROSION WHENEVER ANY CONSTRUCTION ACTIVITY HAS PERMANENTLY OR TEMPORARILY CEASED ON ANY PORTION OF THE SITE AND WILL NOT RESUME FOR A PERIOD EXCEEDING 7 CALENDAR DAYS. THE CONTRACTOR MUST STABILIZE THE NORMAL WETTED PERIMETER OF ANY TEMPORARY OR PERMANENT DRAINAGE DITCH OR SWALE THAT DRAINS WATER FROM ANY PORTION OF THE CONSTRUCTION SITE, OR DIVERTS WATER AROUND THE SITE, WITHIN 200 LINEAL FEET FROM THE PROPERTY EDGE, OR FROM THE POINT OF DISCHARGE INTO ANY SURFACE WATER. STABILIZATION OF THE LAST 200 LINEAL FEET MUST BE COMPLETED WITHIN 24 HOURS AFTER CONNECTING TO A SURFACE WATER OR PROPERTY EDGE.
9.

ALL SLOPES WITHIN GRADING LIMITS STEEPER THAN 4:1 SHALL BE SODDED AND STAKED OR SEEDED AND PROTECTED WITH EROSION CONTROL BLANKETS, AND CONSTRUCTED IN STRICT COMPLIANCE WITH THIS PLAN. THE DESIGN OF THESE SLOPES AS DETAILED ON THIS PLAN WILL PREVENT LANDSLIDING AND SURFACE EROSION AS LONG AS THE CONSTRUCTION IS DONE IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS.
10.

TEMPORARY STOCKPILES INCLUDE ADDITIONAL SEDIMENT CONTROL AND TEMPORARY COVER AFTER 7 DAYS.
- SITE UTILITIES

1.

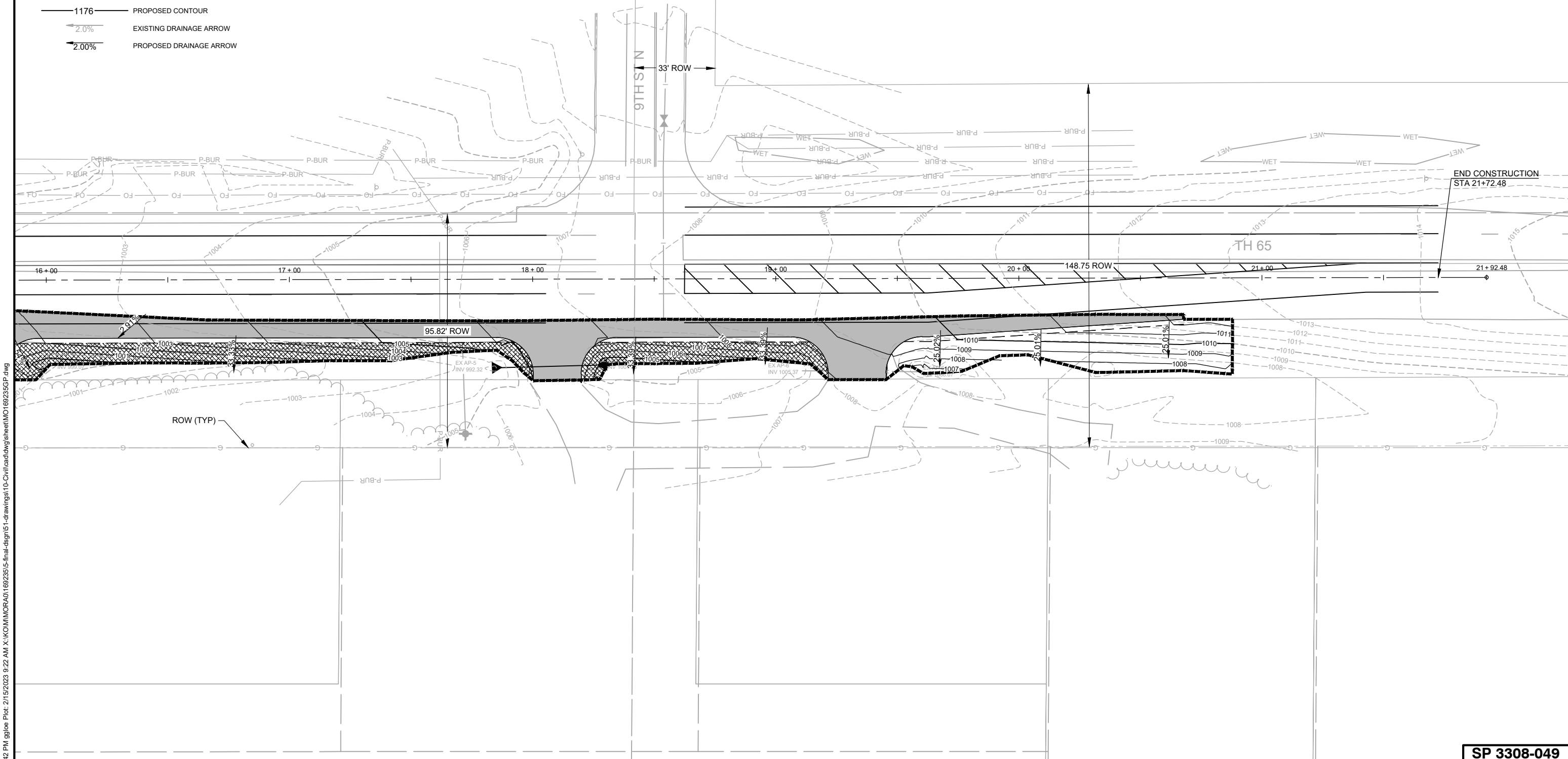
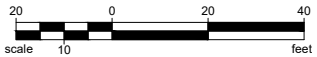
ALL WATERMAIN, STORM SEWER AND SANITARY SEWER IS PUBLIC UNLESS OTHERWISE NOTED.



LEGEND

DESCRIPTION

- TEMPORARY ROCK CONSTRUCTION
ENTRANCE (SEE ROCHESTER SDP 7-06)
- EROSION CONTROL BLANKET TYPE 3N
- STORM DRAIN INLET PROTECTION
(SEE ROCHESTER SDP 7-05)
- SILT FENCE
(SEE ROCHESTER SDP 7-01)
- GRADING LIMITS
- GROUND AND PROPERTY CORNER
ELEVATION
- EXISTING CONTOUR
- PROPOSED CONTOUR
- EXISTING DRAINAGE ARROW
- PROPOSED DRAINAGE ARROW



SP 3308-049

SEH Project
Drawn By
Designed By
Checked By

GTG

Rev #
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Revision Issue
Description

Date

Rev.#

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Revision Issue
Description

Date



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER
UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE

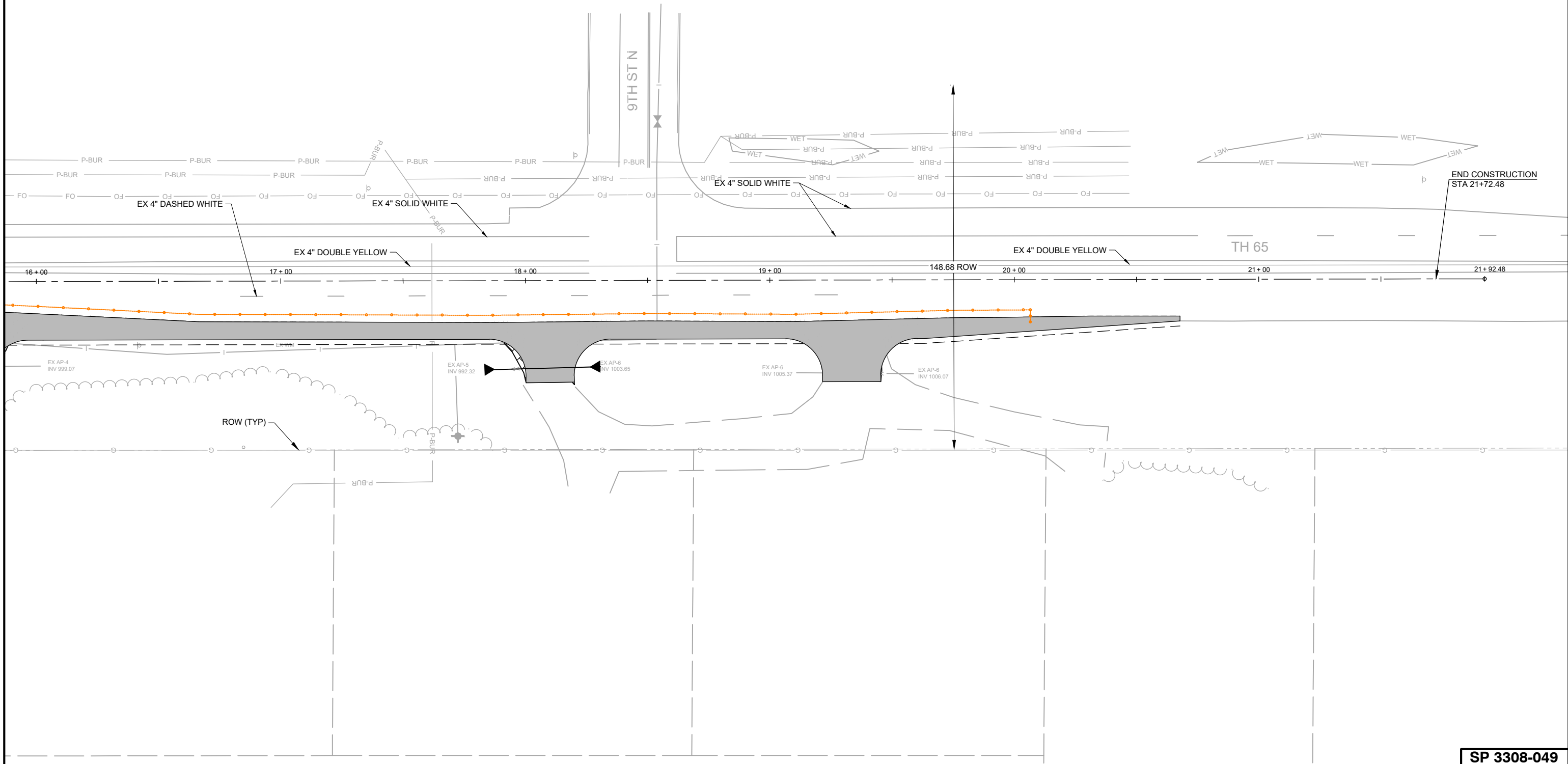
LICENSE NO.

TH 65 TURN LANE ADDITION
MORA, MN


GRADING & EROSION CONTROL PLAN

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SP 3308-049

SEH Project		#####	Rev. #	Revision Issue Description	Date	Rev. #	Revision Issue Description	Date	<div><div>I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA. ##### DATE _____ LICENSE NO. _____</div></div>		TH 65 TURN LANE ADDITION MORA, MN		TEMPORARY SIGNING & STRIPAGE PLAN		13 of 23	
Drawn By		GTG								
Designed By										
Checked By										

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of 23

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of 23

SWPPP SUMMARY/OVERVIEW:
THIS STORM WATER POLLUTION PREVENTION PLAN (SWPPP) HAS BEEN DEVELOPED TO ADDRESS THE REQUIREMENTS OF NPDES PERMIT MN R100001. THIS SWPPP INCLUDES A COMBINATION OF NARRATIVE AND PLAN SHEETS THAT DESCRIBE THE TEMPORARY AND PERMANENT STORM WATER MANAGEMENT PLAN FOR THE PROJECT.

PROJECT INFORMATION:

LOCATION:	TH 65 MORA, MN
LATITUDE/LONGITUDE:	45.885175, -93.286339
PROJECT DESCRIPTION:	STREET RECONSTRUCTION: SUBGRADE CORRECTION, STORM SEWER REPLACEMENT, DRIVEWAY RECONSTRUCTION, DITCH GRADING
SOIL DISTURBING ACTIVITIES:	GRADING, STREET RECONSTRUCTION

CONTACTS:

OWNER:	CITY OF MORA
CONTACT:	
ADDRESS:	
PHONE:	
EMAIL:	

ENGINEER:	SHORT ELLIOTT HENDRICKSON INC. (SEH)
CONTACT:	GREG ANDERSON
PHONE:	612.720.5883
EMAIL:	ganderson@sehinc.com
PROJECT NO.:	

KNOWLEDGEABLE PERSON/CHAIN OF RESPONSIBILITY
THE CONTRACTOR SHALL IDENTIFY A PERSON KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMPS WHO WILL COORDINATE WITH ALL CONTRACTORS, SUBCONTRACTORS, AND OPERATORS ON-SITE TO OVERSEE THE IMPLEMENTATION OF THE SWPPP.

CONTRACTOR	X
CONTACT	X
PHONE	X
EMAIL	X

THE CONTRACTOR SHALL ESTABLISH A CHAIN OF RESPONSIBILITY FOR ALL CONTRACTORS AND SUB-CONTRACTORS ON SITE TO ENSURE THE SWPPP IS BEING PROPERLY IMPLEMENTED AND MAINTAINED. THE CONTRACTOR SHALL PROVIDE THE CHAIN OF RESPONSIBILITY TO THE OWNER AND ATTACH TO THE SWPPP PRIOR TO ANY CONSTRUCTION ACTIVITY.

GENERAL SWPPP RESPONSIBILITIES:

THE CONTRACTOR SHALL KEEP THE SWPPP, INCLUDING ALL AMENDMENTS AND INSPECTION AND MAINTENANCE RECORDS ON SITE DURING CONSTRUCTION.

THE SWPPP WILL BE AMENDED AS NEEDED AND/OR AS REQUIRED BY PROVISIONS OF THE PERMIT. PERMITTEES MUST AMEND THE SWPPP TO INCLUDE ADDITIONAL OR MODIFIED BMPS AS NECESSARY TO CORRECT PROBLEMS IDENTIFIED OR ADDRESS SITUATIONS WHENEVER THERE IS A CHANGE IN DESIGN, CONSTRUCTION, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS HAVING A SIGNIFICANT EFFECT ON THE DISCHARGE OF POLLUTANTS TO SURFACE WATERS OR GROUNDWATER. AMENDMENTS WILL BE APPROVED BY BOTH THE OWNER AND CONTRACTOR AND WILL BE ATTACHED OR OTHERWISE INCLUDED WITH THE SWPPP DOCUMENTS. THE SWPPP AMENDMENTS SHALL BE INITIATED, FACILITATED, AND PROCESSED BY THE CONTRACTOR.

ALL SWPPP CHANGES MUST BE DONE BY AN INDIVIDUAL TRAINED IN ACCORDANCE WITH SECTION 21.2. CHANGES INVOLVING THE USE OF A LESS STRINGENT BMP MUST INCLUDE A JUSTIFICATION DESCRIBING HOW THE REPLACEMENT BMP IS EFFECTIVE FOR THE SITE CHARACTERISTICS.

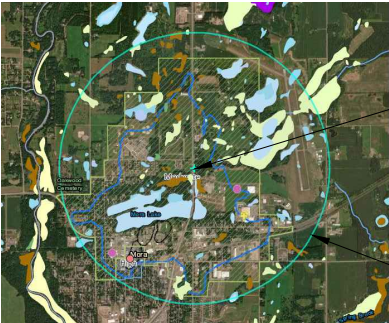
BOTH THE OWNER AND CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER TERMINATION AND/OR TRANSFER OF THE PERMIT.

LONG TERM OPERATION AND MAINTENANCE

THE OWNER WILL BE RESPONSIBLE OR WILL OTHERWISE IDENTIFY WHO WILL BE RESPONSIBLE FOR THE LONG TERM OPERATION AND MAINTENANCE OF THE PERMANENT STORMWATER MANAGEMENT SYSTEM(S).

THE OWNER WILL PREPARE AND IMPLEMENT A PERMANENT STORMWATER TREATMENT SYSTEM(S) MAINTENANCE PLAN.

PROJECT LOCATION MAP, INCLUDING ALL RECEIVING WATERS WITHIN ONE MILE OF PROJECT SITE AND ARROWS SHOWING OVERLAND FLOW.



TRAINING DOCUMENTATION:

PREPARER/DESIGNER OF SWPPP:	GRANT GLOE
EMPLOYER:	SHORT ELLIOTT HENDRICKSON INC. (SEH)
DATE OBTAINED / REFRESHED	ONLINE FALL 2022
INSTRUCTOR(S)/ENTITY PROVIDING TRAINING:	X

CONTENT OF TRAINING AVAILABLE UPON REQUEST.

THE CONTRACTOR (OPERATOR) SHALL ADD TO THE SWPPP TRAINING RECORDS FOR THE FOLLOWING PERSONNEL:

-INDIVIDUALS OVERSEEING THE IMPLEMENTATION OF, REVISING, AND AMENDING THE SWPPP
-INDIVIDUALS PERFORMING INSPECTIONS
-INDIVIDUALS PERFORMING OR SUPERVISING THE INSTALLATION, MAINTENANCE AND REPAIR OF BMPS

TRAINING MUST RELATE TO THE INDIVIDUAL'S JOB DUTIES AND RESPONSIBILITIES AND SHALL INCLUDE:

- 1) DATES OF TRAINING
- 2) NAME OF INSTRUCTORS
- 3) CONTENT AND ENTITY PROVIDING TRAINING

THE CONTRACTOR SHALL ENSURE THAT THE INDIVIDUALS ARE TRAINED BY LOCAL, STATE, FEDERAL AGENCIES, PROFESSIONAL ORGANIZATIONS, OR OTHER ENTITIES WITH EXPERTISE IN EROSION PREVENTION, SEDIMENT CONTROL, PERMANENT STORMWATER MANAGEMENT AND THE MINNESOTA NPDES/SDS CONSTRUCTION STORMWATER PERMIT.

PROJECT SUMMARY:

TOTAL DISTURBED AREA:	0.45 AC
PRE-CONSTRUCTION IMPERVIOUS AREA:	0.10 AC
POST-CONSTRUCTION IMPERVIOUS AREA:	0.17 AC
IMPERVIOUS AREA ADDED:	0.07 AC

RECEIVING WATER(S) WITHIN ONE MILE FROM PROJECT BOUNDARIES:
(<http://pca-gis02.pca.state.mn.us/CSW/index.html>)

ID	NAME	TYPE	SPECIAL WATER?	IMPAIRED WATER?	CONSTRUCTION RELATED IMPAIRMENT OR SPECIAL WATER CLASSIFICATION	TMDL
N/A	MORA LAKE	LAKE	N	N		
ADDITIONAL BMPS AND/OR ACTIONS REQUIRED:						
SEE SECTION 23 OF THE PERMIT AND APPLICABLE TMDL WLA'S						

WATERBODY	NO WORK DURING
LAKES	APRIL 1 - JUNE 30
NON-TROUT STREAMS	MARCH 15 - JUNE 15
TROUT STREAMS	SEPTEMBER 1 - APRIL 1

SEE DNR PERMIT FOR MORE INFORMATION

SITE SOIL INFORMATION: (<http://websoilsurvey.nrcs.usda.gov/app/WebSoilSurvey.aspx>)
(SOIL INFORMATION PROVIDED IS FOR NPDES PERMIT INFORMATION ONLY. SOIL INFORMATION WAS OBTAINED FROM THE USGS WEBSITE. THE CONTRACTOR SHALL NOT RELY ON THIS SOIL INFORMATION FOR CONSTRUCTION PURPOSES.)

SOIL NAME:	HYDROLOGIC CLASSIFICATION:
MORA-RONNNEBY COMPLEX, 1 TO 4 PERCENT SLOPES, STONY	B/D
ROSHOLT-CHETEK COMPLEX, 8 TO 15 PERCENT SLOPES	B
MILICA LOAM, 1 TO 7 PERCENT SLOPES, STONY	C
CATHRO, SANDY SUBSTRATUM, AND SLEELYEVILLE SOILS, DEPRESSIONAL, 0 TO 1 PERCENT SLOPES	B/D
ANTICIPATED RANGE OF PARTICLE SIZES	X

RELATED REVIEWS & PERMITS:

ENVIRONMENTAL, WETLAND, ENDANGERED OR THREATENED SPECIES, ARCHEOLOGICAL, LOCAL, STATE, AND/OF FEDERAL REVIEWS/PERMITS:

AGENCY:	TYPE OF PERMIT:
MPCA	CONSTRUCTION STORMWATER NPDES PERMIT

IMPLEMENTATION SEQUENCE:

THE CONTRACTOR SHALL COMPLY WITH THE FOLLOWING SEQUENCE.
THE ENGINEER MAY APPROVE ADJUSTMENTS TO THE SEQUENCE AS NEEDED.

1.	INSTALL ROCK CONSTRUCTION ENTRANCE(S)
2.	INSTALL PERIMETER CONTROL AND STABILIZE DOWN GRADIENT BOUNDARIES
3.	INSTALL INLET PROTECTION ON EXISTING CATCH BASINS
4.	COMPLETE SITE GRADING
5.	INSTALL UTILITIES, STORM SEWER, INLET PROTECTION, CURB & GUTTER, PAVING
6.	COMPLETE FINAL GRADING AND STABILIZE DISTURBED AREAS
7.	AFTER CONSTRUCTION IS COMPLETE AND THE SITE IS STABILIZED, REMOVE ACCUMULATED SEDIMENT, REMOVE BMPS, AND RE-STABILIZE ANY AREAS DISTURBED BY THEIR REMOVAL.
8.	INSTALL FILTRATION MEDIA



THE FOLLOWING DOCUMENTS ARE CONSIDERED PART OF THE SWPPP:

PLAN AND PROFILE PLAN SHEETS:
EROSION AND SEDIMENT CONTROL PLAN SHEETS:
TURF ESTABLISHMENT PLAN SHEETS:
STORM SEWER PLAN & PROFILE PLAN SHEETS:
GRADING PLAN SHEETS:
DETAIL PLAN SHEETS:
SWPPP NOTE AND DETAIL SHEETS:
PROJECT SPECIFICATIONS:
PROJECT BID FORM:

TEMPORARY BMP DESIGN FACTORS:

EROSION PREVENTION AND SEDIMENT CONTROL BMP'S MUST BE DESIGNED TO ACCOUNT FOR:

THE EXPECTED AMOUNT, FREQUENCY, INTENSITY, AND DURATION OF PRECIPITATION

THE NATURE OF STORMWATER RUNOFF AND RON-ON AT THE SITE, INCLUDING FACTORS SUCH AS EXPECTED FLOW FROM IMPERVIOUS SURFACES, SLOPES, AND SITE DRAINAGE FEATURES

THE STORMWATER VOLUME, VELOCITY, AND PEAK FLOW RATES TO MINIMIZE DISCHARGE OF POLLUTANTS IN STORMWATER AND TO MINIMIZE CHANNEL AND STREAMBANK EROSION AND SCOUR IN THE IMMEDIATE VICINITY OF DISCHARGE POINTS

THE RANGE OF SOIL PARTICLE SIZES EXPECTED TO BE PRESENT.

TEMPORARY SEDIMENT BASINS:

THE CONTRACTOR SHALL INSTALL TEMPORARY SEDIMENT BASIN(S) INDICATED ON PLANS AND REQUIRED BY THE NPDES CONSTRUCTION PERMIT.

THE TEMPORARY BASIN MUST PROVIDE LIVE STORAGE FOR A CALCULATED VOLUME OF RUNOFF FROM A TWO (2)-YEAR, 24-HOUR STORM FROM EACH ACRE DRAINED TO THE BASIN OR 1,800 CUBIC FEET OF LIVE STORAGE PER ACRE DRAINED, WHICHEVER IS GREATER.

TEMPORARY SEDIMENT BASIN OUTLETS SHALL BE CONSTRUCTED TO PREVENT SHORT-CIRCUITING AND PREVENT THE DISCHARGE OF FLOATING DEBRIS.

OUTLET STRUCTURES MUST BE DESIGNED TO WITHDRAW WATER FROM THE SURFACE TO MINIMIZE THE DISCHARGE OF POLLUTANTS.

BASINS MUST INCLUDE A STABILIZED EMERGENCY OVERFLOW, WITHDRAW WATER FROM THE SURFACE, AND PROVIDE ENERGY DISSIPATION AT THE OUTLET.

TEMPORARY SEDIMENT BASINS SHALL BE PROVIDED WITH ENERGY DISSIPATION AT ANY BASIN OUTLET TO PREVENT SOIL EROSION.

SEDIMENT BASINS MUST BE SITUATED OUTSIDE OF SURFACE WATERS AND ANY BUFFER ZONES, AND MUST BE DESIGNED TO AVOID THE DRAINING WATER FROM WETLANDS.

SP 3308-049

SEH Project	#####	Rev #		Revision Issue Description	Date	Rev.#		Revision Issue Description	Date
Drawn By	GTG	.				.			
Designed By		.				.			
Checked By		.				.			



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE _____ LICENSE NO. _____

TH 65 TURN LANE ADDITION
MORA, MN

SWPPP

16

of 23

Save: 2/9/2023 11:21 AM gglcse Plot: 2/15/2023 9:23 AM X:\O\MMORA0169235\5-final-dsgn\51-drawings\10-Civil\cad\dwg\sheet\MO169235SW.dwg

EROSION PREVENTION MEASURES AND TIMING:
THE CONTRACTOR IS RESPONSIBLE FOR ALL EROSION PREVENTION MEASURES FOR THE PROJECT.

EROSION PREVENTION MEASURES SHOWN ON PLANS ARE THE ABSOLUTE MINIMUM REQUIREMENTS. THE CONTRACTOR SHALL IMPLEMENT ADDITIONAL EROSION PREVENTION MEASURES AS NECESSARY TO PROPERLY MANAGE THE PROJECT AREA.

THE CONTRACTOR SHALL PLAN AND IMPLEMENT APPROPRIATE CONSTRUCTION PRACTICES AND CONSTRUCTION PHASING TO MINIMIZE EROSION AND RETAIN VEGETATION WHENEVER POSSIBLE.

THE PERMITTEE SHALL DELINEATE AREAS NOT TO BE DISTURBED. PERMITTEE(S) MUST MINIMIZE THE NEED FOR DISTURBANCE OF PORTIONS OF THE PROJECT WITH STEEP SLOPES. WHEN STEEP SLOPES MUST BE DISTURBED, PERMITTEES MUST USE TECHNIQUES SUCH AS PHASING AND STABILIZATION PRACTICES DESIGNED FOR STEEP SLOPES.

THE CONTRACTOR SHALL STABILIZE OF ALL EXPOSED SOILS IMMEDIATELY TO LIMIT SOIL EROSION. IN NO CASE SHALL ANY EXPOSED AREAS, INCLUDING STOCK PILES, HAVE EXPOSED SOILS FOR MORE THAN 14 DAYS WITHOUT PROVIDING TEMPORARY OR PERMANENT STABILIZATION. STABILIZATION MUST BE COMPLETED WITHIN 14 DAYS AFTER CONSTRUCTION ACTIVITY HAS CEASED. TEMPORARY STOCKPILES WITHOUT SIGNIFICANT CLAY, SILT, OR ORGANIC COMPONENTS DO NOT REQUIRE STABILIZATION.

DRAINAGE PATHS, DITCHES, AND/OR SWALES SHALL HAVE TEMPORARY OR PERMANENT STABILIZATION WITHIN 24 HOURS OF CONNECTING TO A SURFACE WATER OR 24 HOURS AFTER CONSTRUCTION ACTIVITY IN THE DITCH/SWALE HAS TEMPORARILY OR PERMANENTLY CEASED.

THE CONTRACTOR SHALL COMPLETE THE STABILIZATION OF ALL EXPOSED SOILS WITHIN 24 HOURS THAT LIE WITHIN 200 FEET OF PUBLIC WATERS PROMULGATED "WORK IN WATER RESTRICTIONS" BY THE MN DNR DURING SPECIFIED FISH SPAWNING TIMES.

THE CONTRACTOR SHALL IMPLEMENT EROSION CONTROL BMPS AND VELOCITY DISSIPATION DEVICES ALONG CONSTRUCTED STORMWATER CONVEYANCE CHANNELS AND OUTLETS.

THE CONTRACTOR SHALL STABILIZE TEMPORARY AND/OR PERMANENT DRAINAGE DITCHES OR SWALES WITHIN 200 LINEAL FEET FROM PROPERTY EDGE, OR DISCHARGE POINT(S) WITHIN 24 HOURS AFTER CONNECTING TO A SURFACE WATER OR PROPERTY EDGE.

TEMPORARY OR PERMANENT DITCHES OR SWALES USED AS A SEDIMENT CONTAINMENT SYSTEM DURING CONSTRUCTION MUST BE STABILIZED WITHIN 24 HOURS AFTER NO LONGER BEING USED AS A SEDIMENT CONTAINMENT SYSTEM.

THE CONTRACTOR SHALL NOT UTILIZE HYDROMULCH, TACKIFIER, POLYACRYLAMIDE OR SIMILAR EROSION PREVENTION PRACTICES AS A FORM OF STABILIZATION FOR TEMPORARY OR PERMANENT DRAINAGE DITCHES OR SWALE SECTION WITH A CONTINUOUS SLOPE OF GREATER THAN 2 PERCENT.

THE CONTRACTOR SHALL ENSURE PIPE OUTLETS HAVE TEMPORARY OR PERMANENT ENERGY DISSIPATION WITH IN 24 HOURS OF CONNECTION TO A SURFACE WATER.

THE CONTRACTOR SHALL DIRECT DISCHARGES FROM BMPS TO VEGETATED AREAS TO INCREASE SEDIMENT REMOVAL AND MAXIMIZE STORMWATER INFILTRATION. VELOCITY DISSIPATION DEVICES MUST BE USED TO PREVENT EROSION WHEN DIRECTING STORMWATER TO VEGETATED AREAS.

SEDIMENT CONTROL MEASURES AND TIMING:
THE CONTRACTOR IS RESPONSIBLE FOR ALL SEDIMENT CONTROL MEASURES FOR THE PROJECT.

SEDIMENT CONTROL MEASURES SHOWN ON PLANS ARE THE ABSOLUTE MINIMUM REQUIREMENTS. THE CONTRACTOR SHALL IMPLEMENT ADDITIONAL SEDIMENT CONTROL MEASURES AS NECESSARY TO PROPERLY MANAGE THE PROJECT AREA.

THE CONTRACTOR SHALL ENSURE SEDIMENT CONTROL MEASURES ARE ESTABLISHED ON ALL DOWN GRADIENT PERIMETERS BEFORE ANY UPGRADIENT LAND DISTURBING ACTIVITIES BEGIN. THESE MEASURES SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION HAS BEEN ESTABLISHED.

A FLOATING SILT CURTAIN PLACED IN THE WATER IS NOT A SEDIMENT CONTROL BMP EXCEPT WHEN WORKING ON A SHORELINE OR BELOW THE WATERLINE. IMMEDIATELY AFTER THE SHORT TERM CONSTRUCTION ACTIVITY IS COMPLETE, PERMITTEE(S) MUST INSTALL AN UPLAND PERIMETER CONTROL PRACTICE IF EXPOSED SOILS STILL DRAIN TO A SURFACE WATER.

THE CONTRACTOR SHALL ENSURE SEDIMENT CONTROL PRACTICES REMOVED OR ADJUSTED FOR SHORT-TERM ACTIVITIES BE RE-INSTALLED IMMEDIATELY AFTER THE SHORT-TERM ACTIVITY HAS BEEN COMPLETED. SEDIMENT CONTROL PRACTICES MUST BE REINSTALLED BEFORE THE NEXT PRECIPITATION EVENT EVEN IF THE SHORT-TERM ACTIVITY IS NOT COMPLETE.

THE CONTRACTOR SHALL ENSURE STORM DRAIN INLETS ARE PROTECTED BY APPROPRIATE BMPS DURING CONSTRUCTION UNTIL ALL SOURCES WITH POTENTIAL FOR DISCHARGING TO THE INLET HAVE BEEN STABILIZED.

THE CONTRACTOR SHALL PROVIDE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROL AT THE BASE OF THE STOCKPILES.

THE CONTRACTOR SHALL INSTALL PERIMETER CONTROL AROUND ALL STAGING AREAS, BORROW PITS, AND AREAS CONSIDERED ENVIRONMENTALLY SENSITIVE.

THE CONTRACTOR SHALL ENSURE VEHICLE TRACKING BE MINIMIZED WITH EFFECTIVE BMPS. WHERE THE BMPS FAIL TO PREVENT SEDIMENT FROM TRACKING ONTO STREETS THE CONTRACTOR SHALL CONDUCT STREET SWEEPING TO REMOVE ALL TRACKED SEDIMENT.

THE CONTRACTOR SHALL IMPLEMENT CONSTRUCTION PRACTICES TO MINIMIZE SOIL COMPACTION.

THE CONTRACTOR SHALL ENSURE ALL CONSTRUCTION ACTIVITY REMAIN WITHIN PROJECT LIMITS AND THAT ALL IDENTIFIED RECEIVING WATER BUFFERS ARE MAINTAINED.

INSPECTION AND MAINTENANCE:
ALL INSPECTIONS, MAINTENANCE, REPAIRS, REPLACEMENTS, AND REMOVAL OF BMPS IS TO BE CONSIDERED INCIDENTAL TO THE BMP BID ITEMS.

THE PERMITTEE(S) IS RESPONSIBLE FOR COMPLETING SITE INSPECTIONS, AND BMP MAINTENANCE TO ENSURE COMPLIANCE WITH THE PERMIT REQUIREMENTS.

THE PERMITTEE(S) SHALL INSPECT THE CONSTRUCTION SITE ONCE EVERY 7 DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS.

THE PERMITTEE(S) SHALL DOCUMENT A WRITTEN SUMMARY OF ALL INSPECTIONS AND MAINTENANCE ACTIVITIES CONDUCTED WITHIN 24 HOURS OF OCCURRENCE. RECORDS OF EACH ACTIVITY SHALL INCLUDE THE FOLLOWING:

-DATE AND TIME OF INSPECTIONS;
-NAME OF PERSON(S) CONDUCTING INSPECTION;
-FINDINGS AND RECOMMENDATIONS FOR CORRECTIVE ACTIONS IF NECESSARY;
-CORRECTIVE ACTIONS TAKEN;
-DATE AND AMOUNT OF RAINFALL EVENTS;
-POINTS OF DISCHARGE OBSERVED DURING INSPECTION AND DESCRIPTION OF THE DISCHARGE
-AMENDMENTS MADE TO THE SWPPP.

THE PERMITTEE(S) SHALL SUBMIT A COPY OF THE WRITTEN INSPECTIONS TO THE ENGINEER AND OWNER ON A MONTHLY BASIS. IF MONTHLY INSPECTION REPORTS ARE NOT SUBMITTED, MONTHLY PAYMENTS MAY BE HELD.

THE CONTRACTOR SHALL DOCUMENT AMENDMENTS TO THE SWPPP AS A RESULT OF INSPECTION(S) WITHIN 7 DAYS.

THE CONTRACTOR SHALL KEEP THE SWPPP, ALL INSPECTION REPORTS, AND AMENDMENTS ONSITE. THE CONTRACTOR SHALL DESIGNATE A SPECIFIC ONSITE LOCATION TO KEEP THE RECORDS

THE CONTRACTOR IS RESPONSIBLE FOR THE OPERATION AND MAINTENANCE OF TEMPORARY AND PERMANENT WATER QUALITY BMP'S, AS WELL AS EROSION AND SEDIMENT CONTROL BMP'S.

THE CONTRACTOR SHALL INSPECT EROSION PREVENTION AND SEDIMENTATION CONTROL BMPS TO ENSURE INTEGRITY AND EFFECTIVENESS. ALL NONFUNCTIONAL BMPS SHALL BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMPS WITHIN 24 HOURS OF FINDING. THE CONTRACTOR SHALL INVESTIGATE AND COMPLY WITH THE FOLLOWING INSPECTION AND MAINTENANCE REQUIREMENTS:

PERIMETER CONTROL DEVICES, INCLUDING SILT FENCE SHALL BE REPAIRED, OR REPLACED, WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES 1/2 OF THE DEVICE HEIGHT. THESE REPAIRS SHALL BE MADE WITHIN 24 HOURS OF DISCOVERY.

TEMPORARY AND PERMANENT SEDIMENT BASINS SHALL BE DRAINED AND THE SEDIMENT REMOVED WHEN THE DEPTH OF SEDIMENT COLLECTED IN THE BASIN REACHES 1/2 THE STORAGE VOLUME. DRAINAGE AND REMOVAL MUST BE COMPLETED WITHIN 72 HOURS OF DISCOVERY.

SURFACE WATERS, INCLUDING DRAINAGE DITCHES AND CONVEYANCE SYSTEMS, MUST BE INSPECTED FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION. THE CONTRACTOR SHALL REMOVE ALL DELTAS AND SEDIMENT DEPOSITED IN SURFACE WATERS, INCLUDING DRAINAGE WAYS, CATCH BASINS, AND OTHER DRAINAGE SYSTEMS. THE CONTRACTOR SHALL RE-STABILIZE THE AREAS WHERE SEDIMENT REMOVAL RESULTS IN EXPOSED SOIL. REMOVAL AND STABILIZATION MUST TAKE PLACE WITHIN 7 DAYS OF DISCOVERY, UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL CONSTRAINTS. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL LOCAL, REGIONAL, STATE AND FEDERAL AUTHORITIES AND OBTAIN ANY APPLICABLE PERMITS, PRIOR TO CONDUCTING ANY WORK IN SURFACE WATERS.

CONSTRUCTION SITE VEHICLE EXIT LOCATIONS SHALL BE INSPECTED DAILY FOR EVIDENCE OF SEDIMENT TRACKING ONTO PAVED SURFACES. TRACKED SEDIMENT MUST BE REMOVED FROM ALL PAVED SURFACES WITHIN 24 HOURS OF DISCOVERY.

IF SEDIMENT ESCAPES THE CONSTRUCTION SITE, OFF-SITE ACCUMULATIONS OF SEDIMENT MUST BE REMOVED IN A MANOR AND AT A FREQUENCY SUFFICIENT TO MINIMIZE OFF-SITE IMPACTS.

EROSION PREVENTION BMP SUMMARY:
SEE EROSION AND SEDIMENT CONTROL PLAN SHEET AND BID FORM FOR TYPE, LOCATION, AND QUANTITY OF EROSION PREVENTION BMPS.

SEDIMENT CONTROL BMP SUMMARY:
SEE EROSION AND SEDIMENT CONTROL PLAN SHEETS AND BID FORM FOR TYPE, LOCATION, AND QUANTITY OF SEDIMENT CONTROL BMPS.

DEWATERING AND BASIN DRAINING ACTIVITIES:
THE CONTRACTOR IS RESPONSIBLE FOR ADHERING TO ALL DEWATERING AND SURFACE DRAINAGE REGULATIONS.

WATER FROM DEWATERING ACTIVITIES SHALL DISCHARGE TO A TEMPORARY AND/OR PERMANENT SEDIMENT BASIN.

IF WATER CANNOT BE DISCHARGED TO A SEDIMENTATION BASIN, IT SHALL BE TREATED WITH OTHER APPROPRIATE BMPS, TO EFFECTIVELY REMOVE SEDIMENT.

DISCHARGE THAT CONTAINS OIL OR GREASE MUST BE TREATED WITH AN OIL-WATER SEPARATOR OR SUITABLE FILTRATION DEVICE PRIOR TO DISCHARGE.

WATER FROM DEWATERING SHALL BE DISCHARGED IN A MANNER THAN DOES NOT CAUSE NUISANCE CONDITIONS, EROSION, OR INUNDATION OF WETLANDS.

BACKWASH WATER USED FOR FILTERING SHALL BE HAULED AWAY FOR DISPOSAL, RETURNED TO THE BEGINNING OF TREATMENT PROCESS, OR INCORPORATED INTO THE SITE IN A MANNER THAT DOES NOT CAUSE EROSION. THE CONTRACTOR SHALL REPLACE AND CLEAN FILTER MEDIAS USED IN DEWATERING DEVICES WHEN REQUIRED TO MAINTAIN ADEQUATE FUNCTION.

POLLUTION PREVENTION MANAGEMENT MEASURES:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL POLLUTION PREVENTION MANAGEMENT MEASURES.

ALL POLLUTION PREVENTION MEASURES ARE CONSIDERED INCIDENTAL TO THE MOBILIZATION BID ITEM, UNLESS OTHERWISE NOTED.

THE CONTRACTOR IS RESPONSIBLE FOR THE PROPER DISPOSAL, IN COMPLIANCE WITH MPCA DISPOSAL REQUIREMENTS, OF ALL HAZARDOUS MATERIALS, SOLID WASTE, AND PRODUCTS ON-SITE.

THE CONTRACTOR SHALL ENSURE BUILDING PRODUCTS THAT HAVE THE POTENTIAL TO LEAK POLLUTANTS ARE KEPT UNDER COVER TO PREVENT THE DISCHARGE OF POLLUTANTS.

THE CONTRACTOR SHALL ENSURE PESTICIDES, HERBICIDES, INSECTICIDES, FERTILIZERS, TREATMENT CHEMICALS, AND LANDSCAPE MATERIALS ARE COVERED TO PREVENT THE DISCHARGE OF POLLUTANTS.

THE CONTRACTOR SHALL ENSURE HAZARDOUS MATERIALS AND TOXIC WASTE IS PROPERLY STORED IN SEALED CONTAINERS TO PREVENT SPILLS, LEAKS, OR OTHER DISCHARGE. STORAGE AND DISPOSAL OF HAZARDOUS WASTE OR HAZARDOUS MATERIALS MUST BE IN COMPLIANCE WITH MINN. R. CH. 7045 INCLUDING SECONDARY CONTAINMENT AS APPLICABLE.

THE CONTRACTOR SHALL ENSURE ASPHALT SUBSTANCES USED ON-SITE SHALL ARE APPLIED IN ACCORDANCE WITH MANUFACTURERS RECOMMENDATIONS.

THE CONTRACTOR SHALL ENSURE PAINT CONTAINERS AND CURING COMPOUNDS SHALL BE TIGHTLY SEALED AND STORED WHEN NOT REQUIRED FOR USE. EXCESS PAINT AND/OR CURING COMPOUNDS SHALL NOT BE DISCHARGED INTO THE STORM SEWER SYSTEM AND SHALL BE PROPERLY DISPOSED OF ACCORDING TO MANUFACTURE'S INSTRUCTION.

THE CONTRACTOR SHALL ENSURE SOLID WASTE BE STORED, COLLECTED AND DISPOSED OF PROPERLY IN COMPLIANCE WITH MINN. R. CH. 7035.

THE CONTRACTOR SHALL ENSURE POTABLE TOILETS ARE POSITIONED SO THAT THEY ARE SECURE AND WILL NOT BE TIPPED OR KNOCKED OVER. SANITARY WASTE MUST BE DISPOSED OF PROPERLY IN ACCORDANCE WITH MINN. R. CH. 7041.

THE CONTRACTOR SHALL MONITOR ALL VEHICLES ON-SITE FOR LEAKS AND RECEIVE REGULAR PREVENTION MAINTENANCE TO REDUCE THE CHANCE OF LEAKAGE.

THE CONTRACTOR SHALL ENSURE WASHOUT WASTE MUST CONTACT THE GROUND AND BE PROPERLY DISPOSED OF IN COMPLIANCE WITH MPCA RULES.

THE CONTRACTOR SHALL INCLUDE SPILL KITS WITH ALL FUELING SOURCES AND MAINTENANCE ACTIVITIES. SECONDARY CONTAINMENT MEASURES SHALL BE INSTALLED AND MAINTAINED BY THE CONTRACTOR.

THE CONTRACTOR SHALL ENSURE SPILLS ARE CONTAINED AND CLEANED UP IMMEDIATELY UPON DISCOVERY. SPILLS LARGE ENOUGH TO REACH THE STORM WATER CONVEYANCE SYSTEM SHALL BE REPORTED TO THE MINNESOTA DUTY OFFICER AT 1.800.422.0798.

PERMIT TERMINATION CONDITIONS:
THE CONTRACTOR IS RESPONSIBLE FOR ENSURING FINAL STABILIZATION OF THE ENTIRE SITE. PERMIT TERMINATION CONDITIONS INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

ALL SOIL DISTURBING ACTIVITIES HAVE BEEN COMPLETED.

ALL EXPOSED SOILS HAVE BEEN UNIFORMLY STABILIZED WITH AT LEAST 70% VEGETATION COVERAGE.

PERMANENT STORM WATER MANAGEMENT SYSTEM(S) ARE CONSTRUCTED AND ARE OPERATING AS DESIGNED.

ALL DRAINAGE DITCHES, PONDS, AND ALL STORM WATER CONVEYANCE SYSTEMS HAVE BEEN CLEARED OF SEDIMENT AND STABILIZED WITH PERMANENT COVER TO PRECLUDE EROSION.

ALL TEMPORARY SYNTHETIC BMPS HAVE BEEN REMOVED AND PROPERLY DISPOSED OF.

IN RESIDENTIAL CONSTRUCTION, INDIVIDUAL LOTS ARE CONSIDERED FINALLY STABILIZED IF THE STRUCTURE(S) ARE FINISHED AND TEMPORARY EROSION PROTECTION AND DOWNGRADIENT PERIMETER CONTROL HAS BEEN COMPLETED, THE RESIDENCE HAS BEEN SOLD TO THE HOMEOWNER, AND THE HOMEOWNER HAS BEEN PROVIDED A "HOMEOWNER FACT SHEET" BY THE CONTRACTOR.

AGRICULTURAL LAND DISTURBED HAS BEEN RETURNED TO ITS PRECONSTRUCTION AGRICULTURAL USE.

RECEIVING WATER	NATURAL BUFFER	IS THE BUFFER BEING ENCROACHED ON?	REASON FOR BUFFER ENCROACHMENT
MORA LAKE	50 FT	N	

A 50 FOOT NATURAL BUFFER MUST BE PRESERVED OR PROVIDE REDUNDANT (DOUBLE) PERIMETER SEDIMENT CONTROLS IF NATURAL BUFFER IS INFEASIBLE.

THE CONTRACTOR SHALL NOT UTILIZE SEDIMENT CONTROL CHEMICALS ON SITE.

SP 3308-049

SEH Project

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Rev. #

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Drawn By

GTG

Designed By

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Checked By

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Revision Issue Description

Date

Rev. #


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Revision Issue Description

Date

Rev. #

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I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE - - LICENSE NO. - -

TH 65 TURN LANE ADDITION

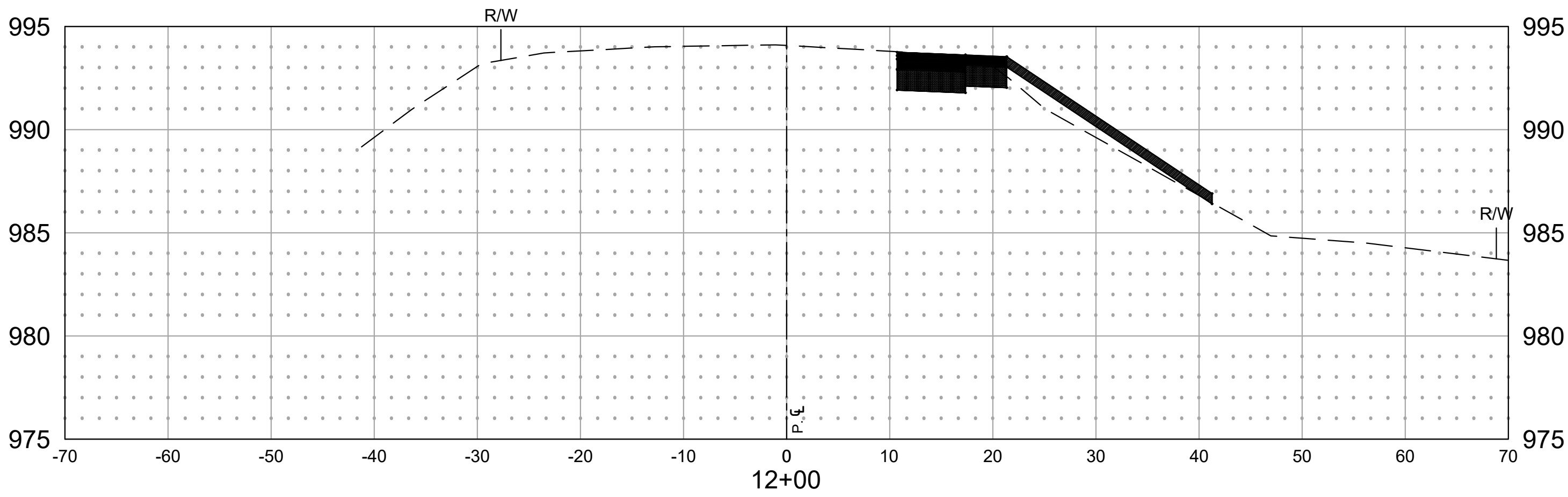
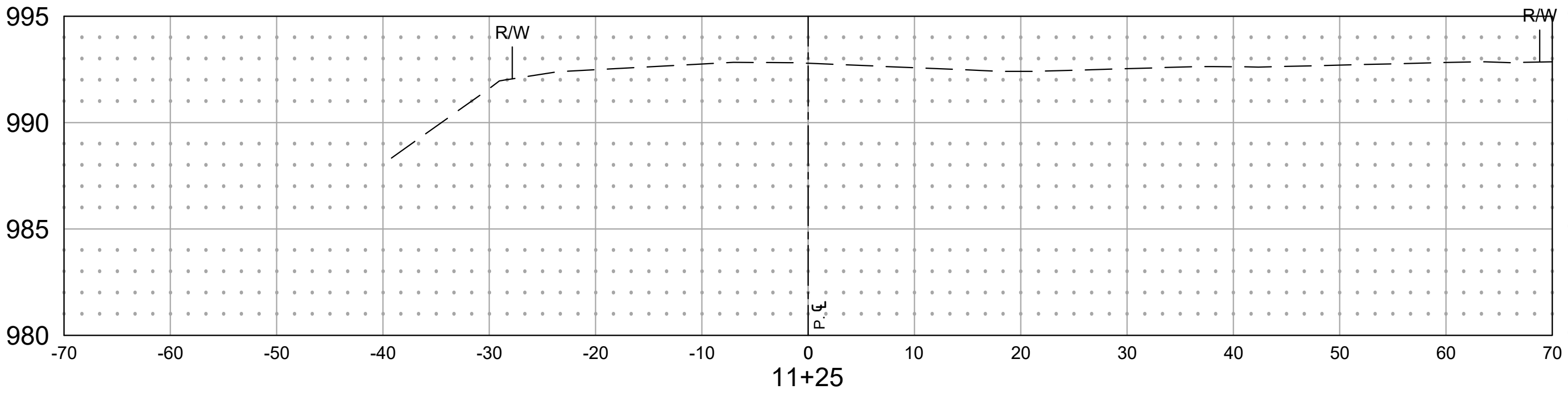
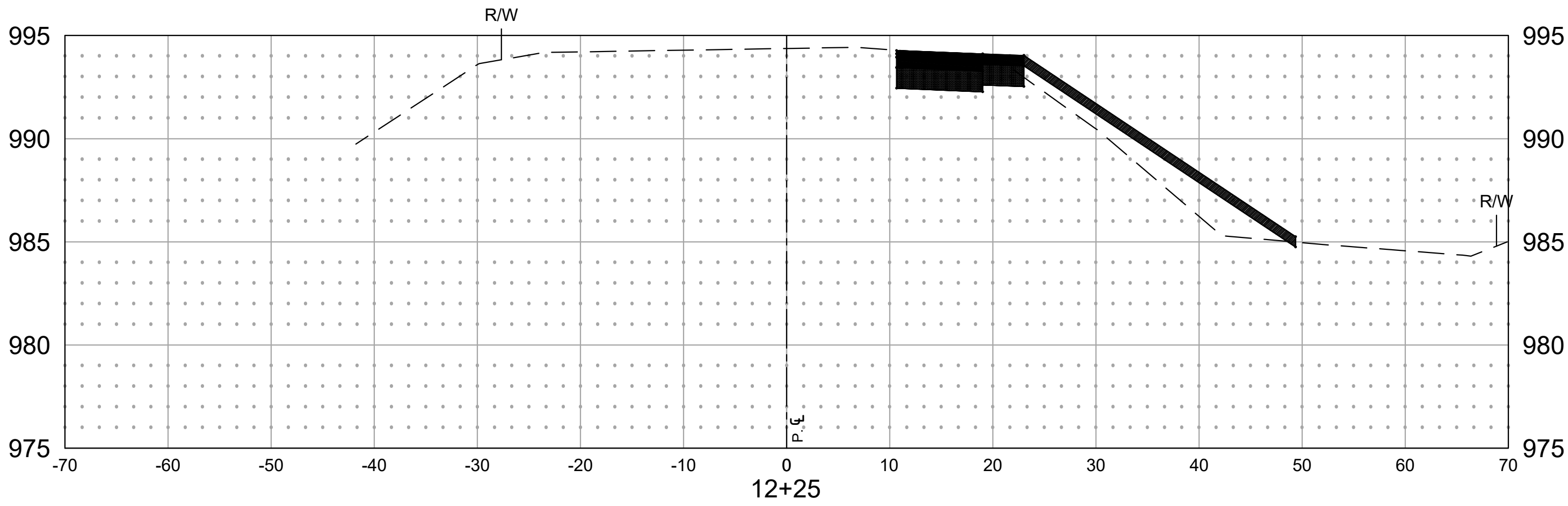
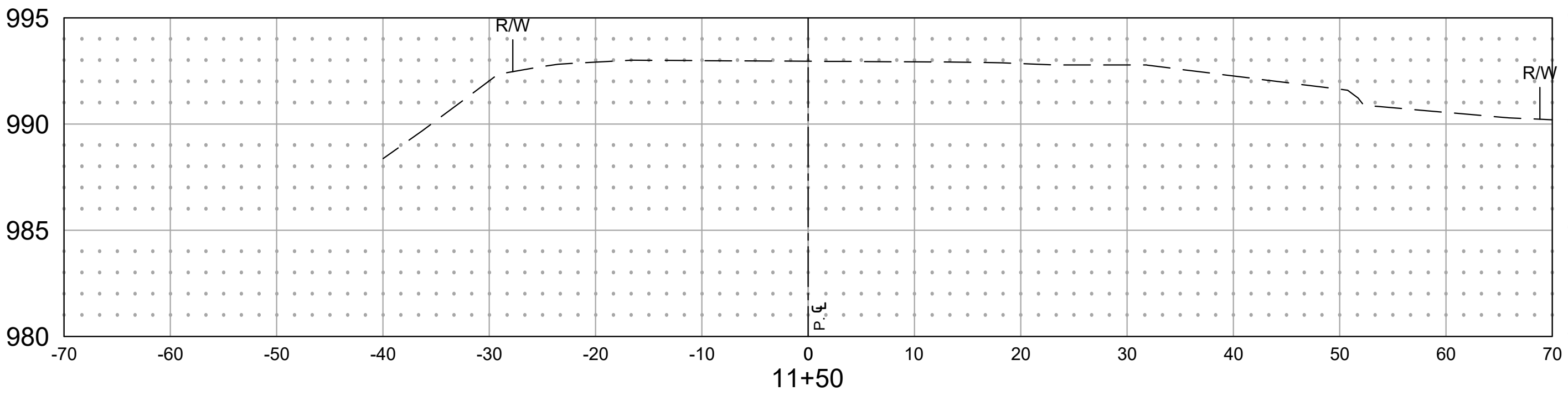
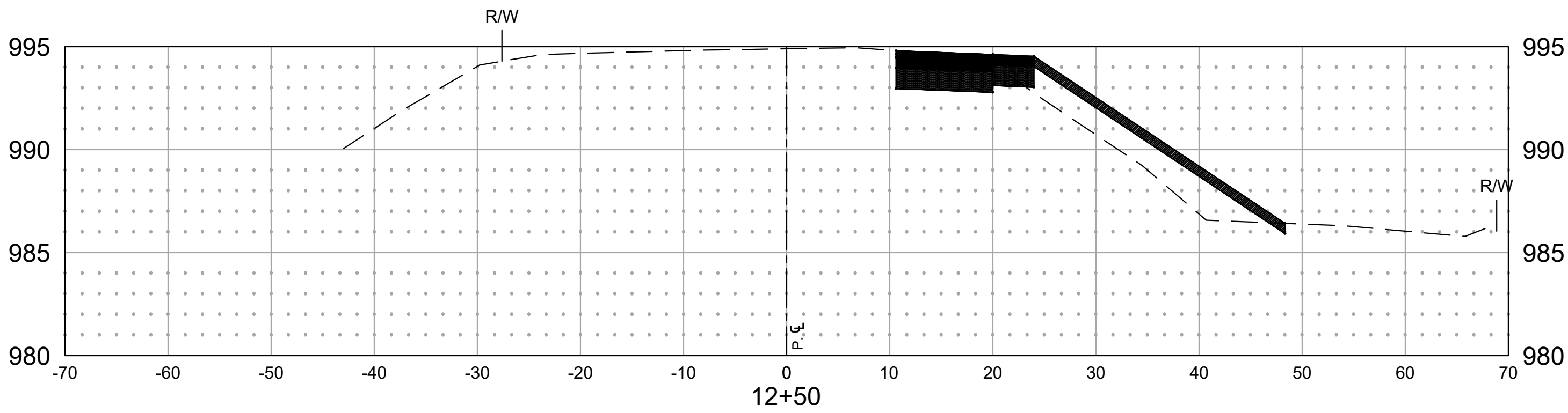
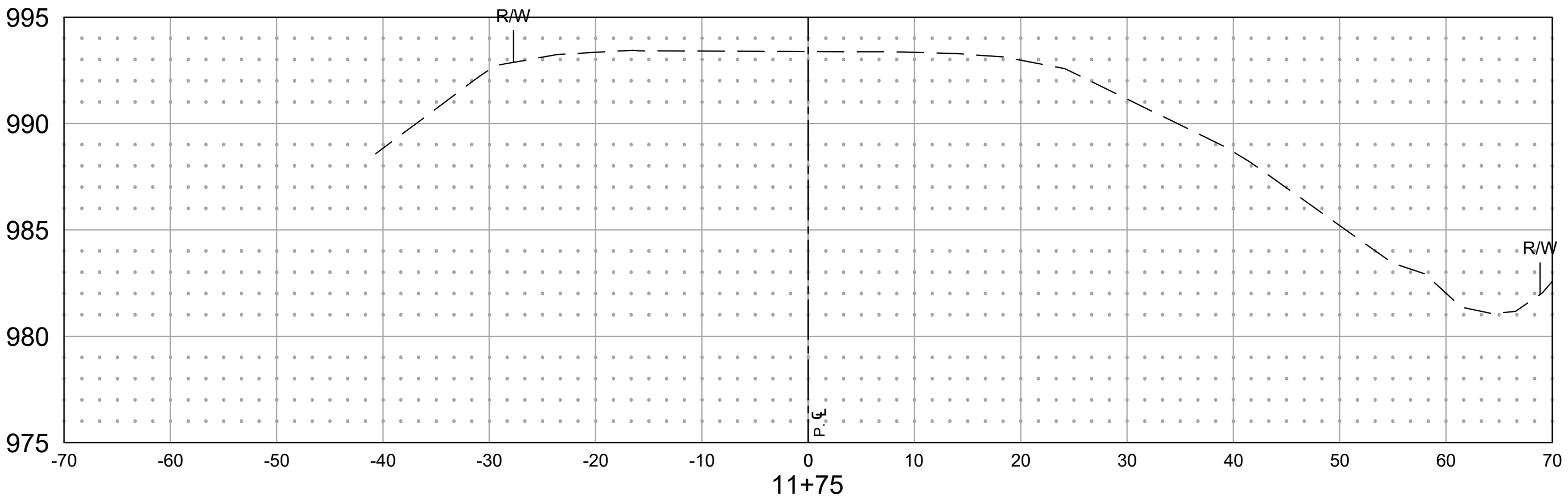
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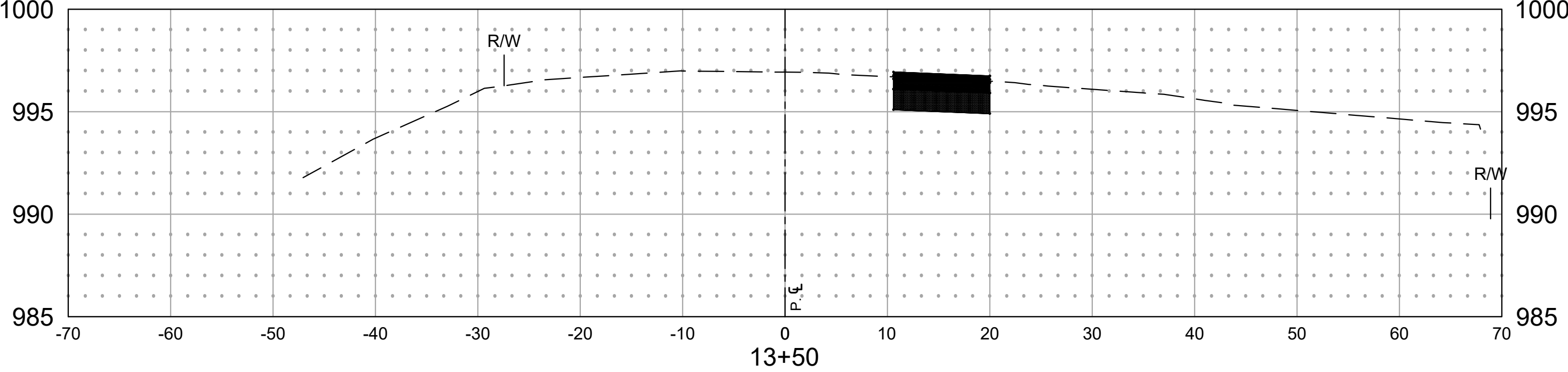
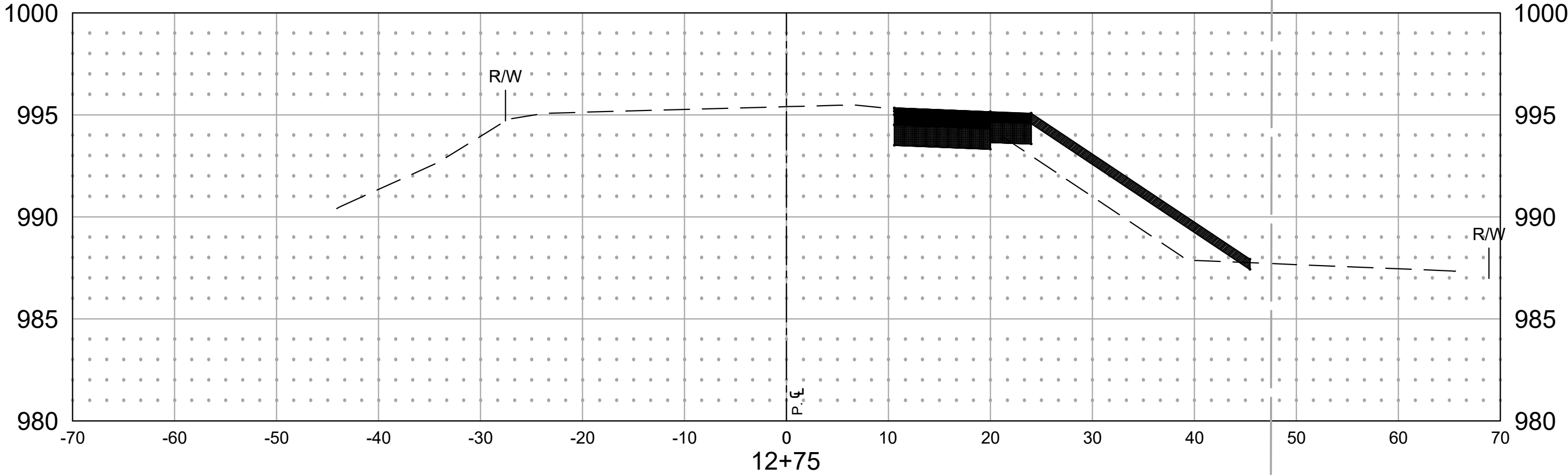
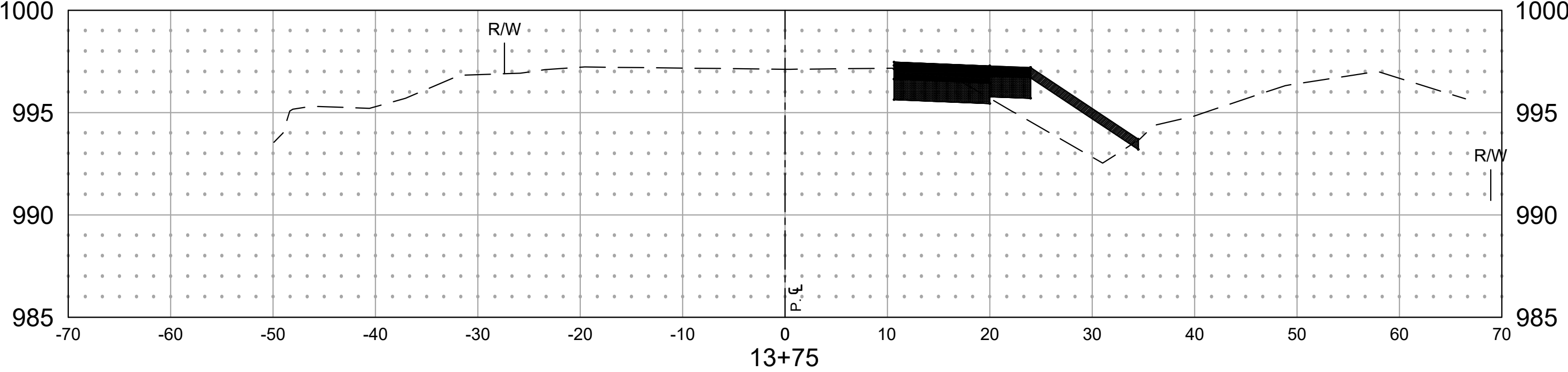
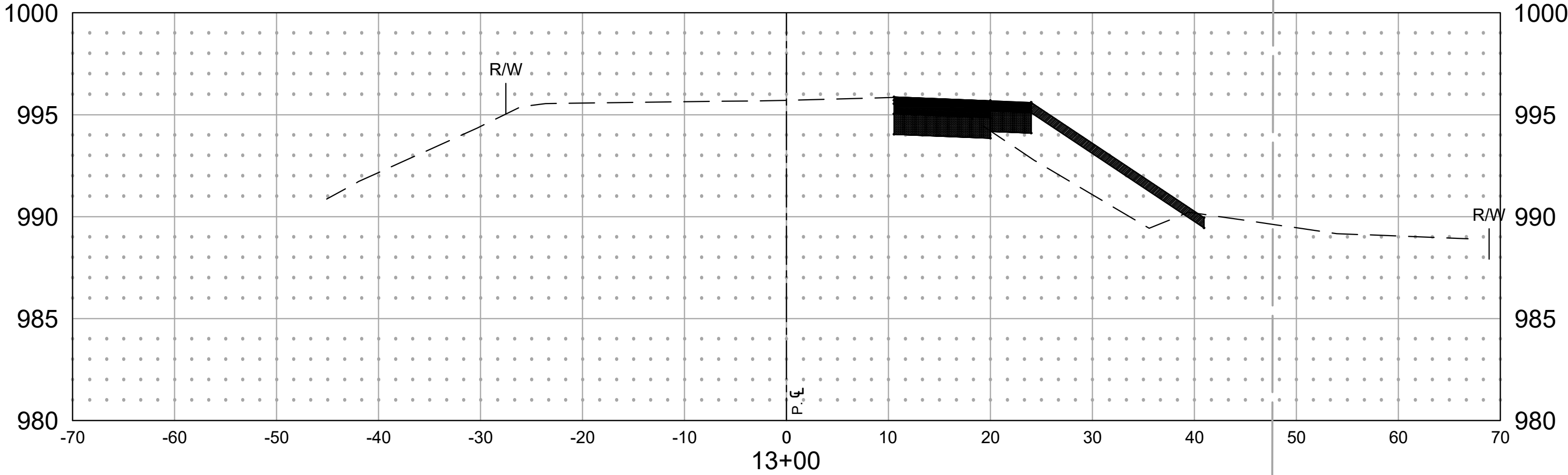
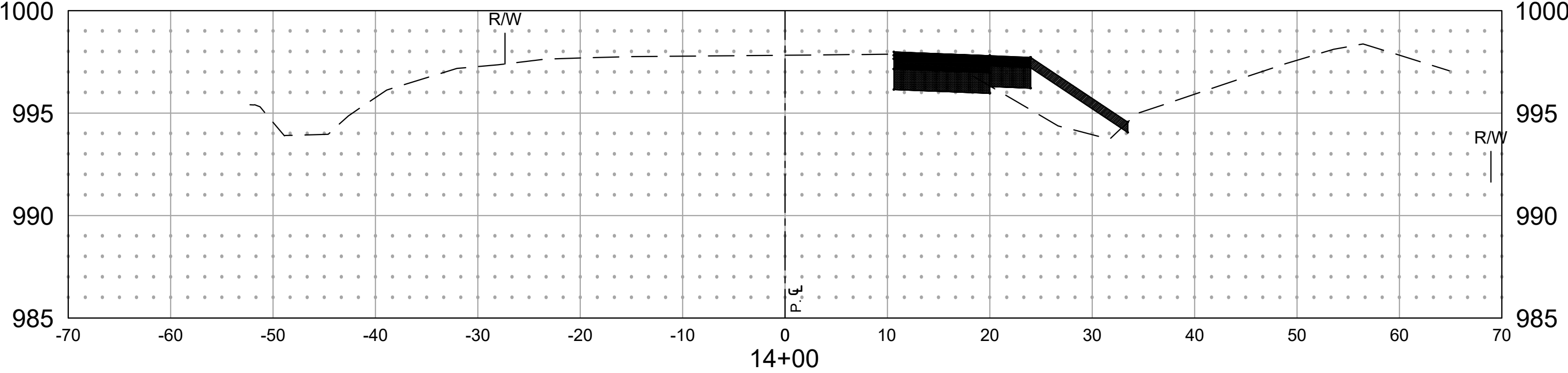
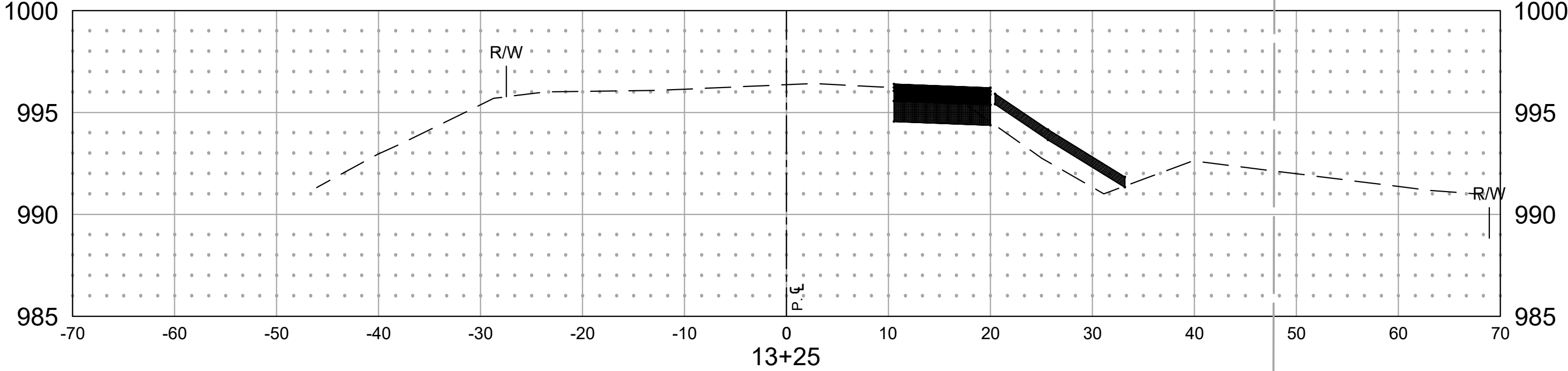
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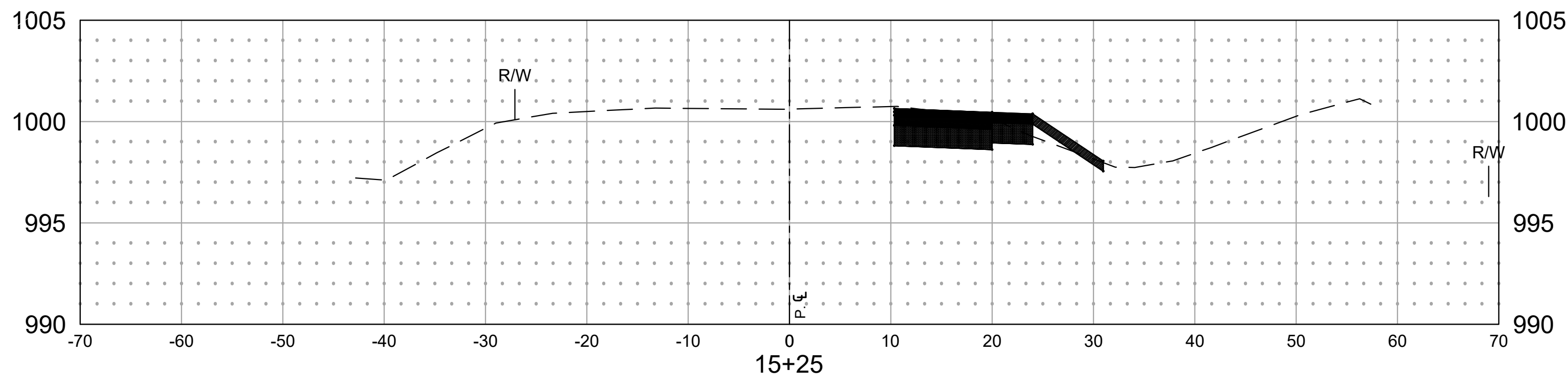
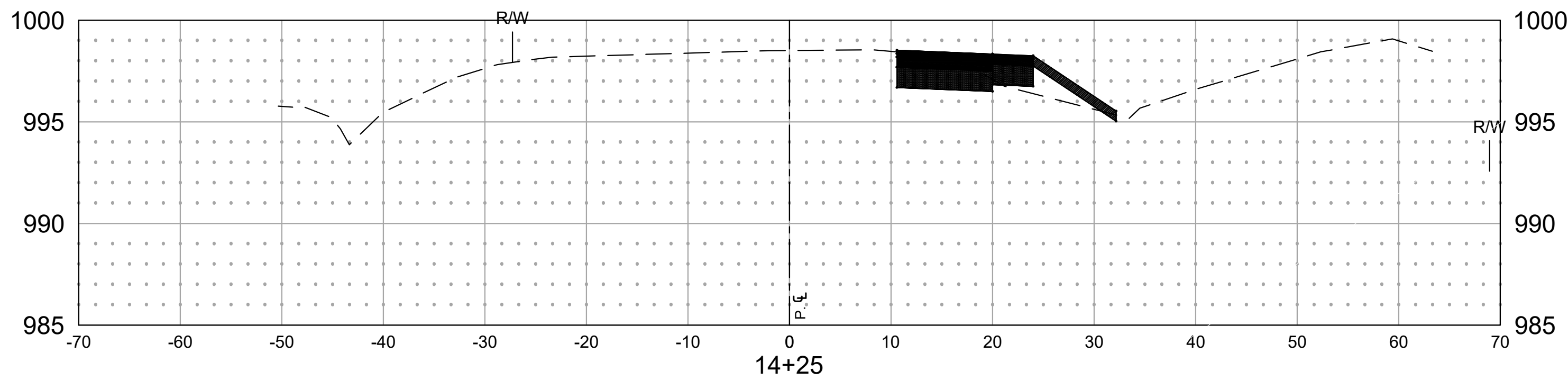
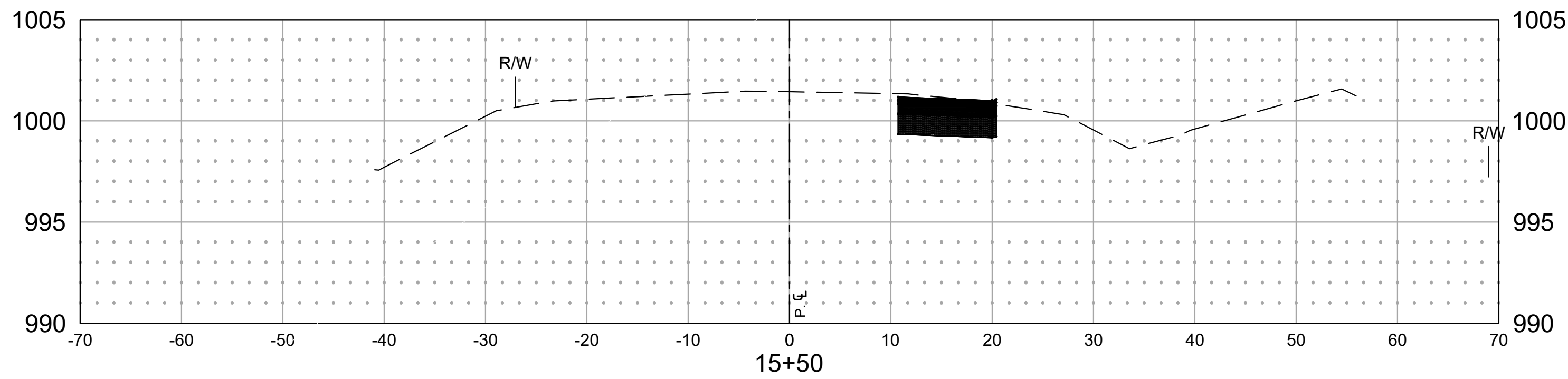
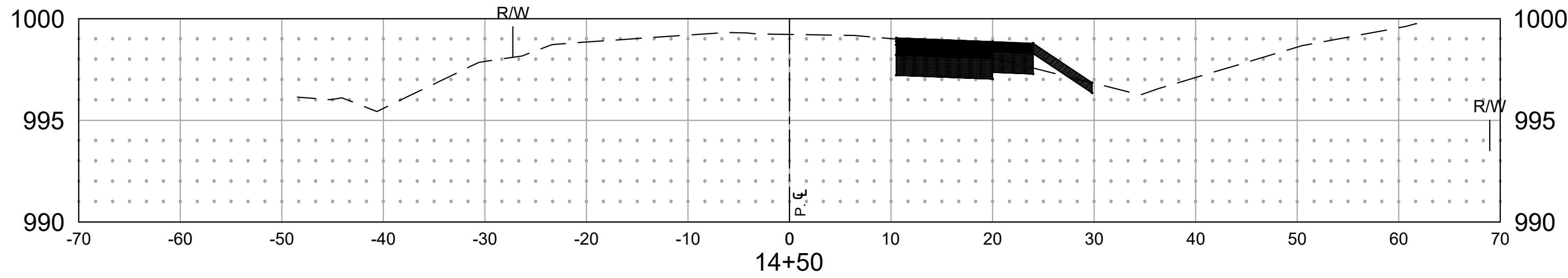
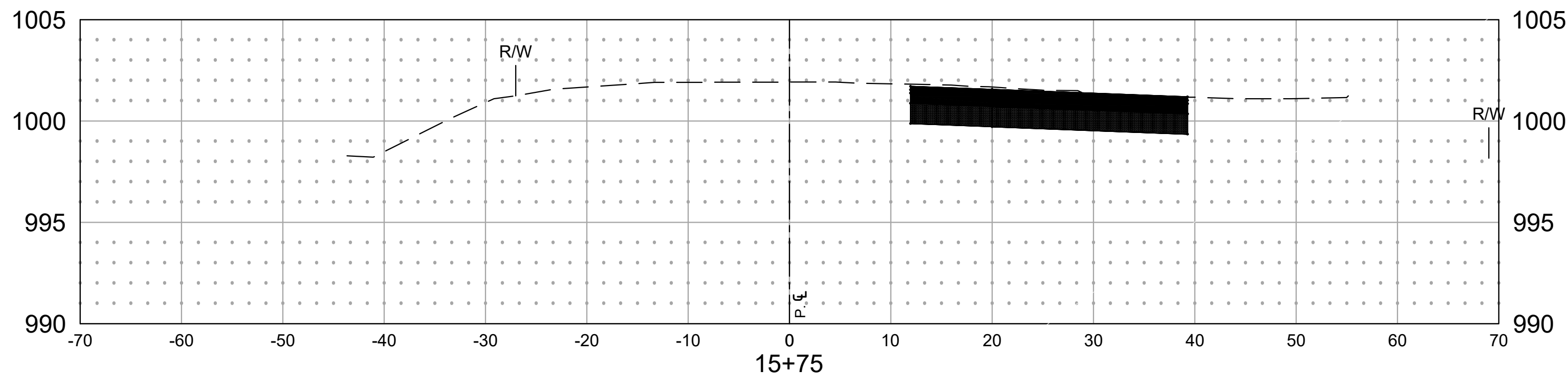
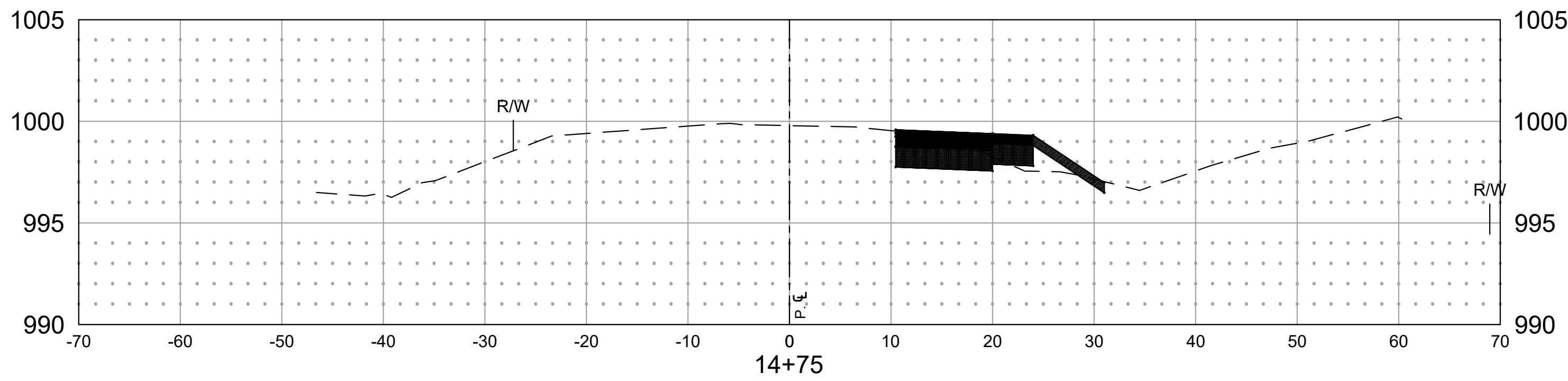
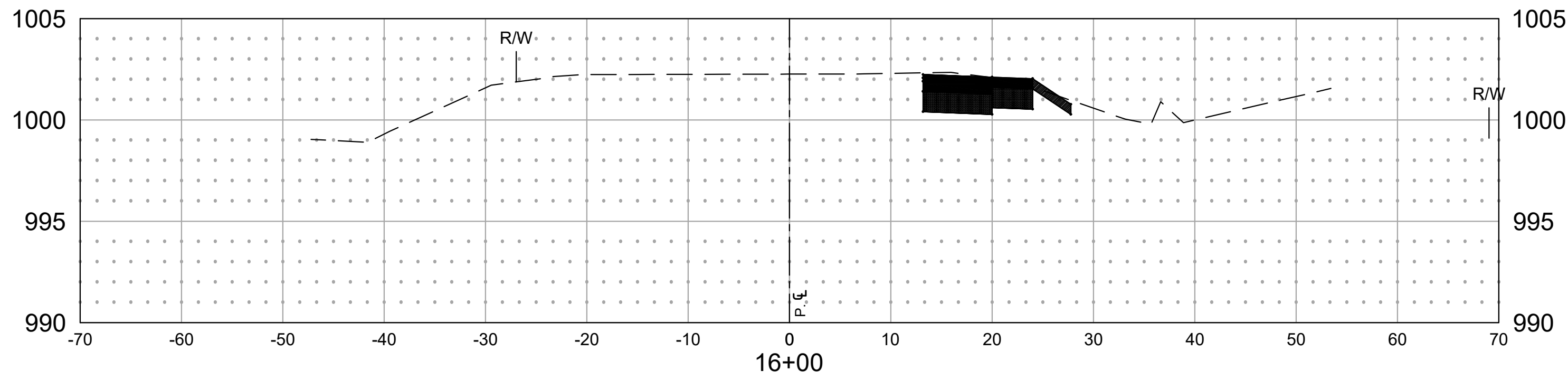
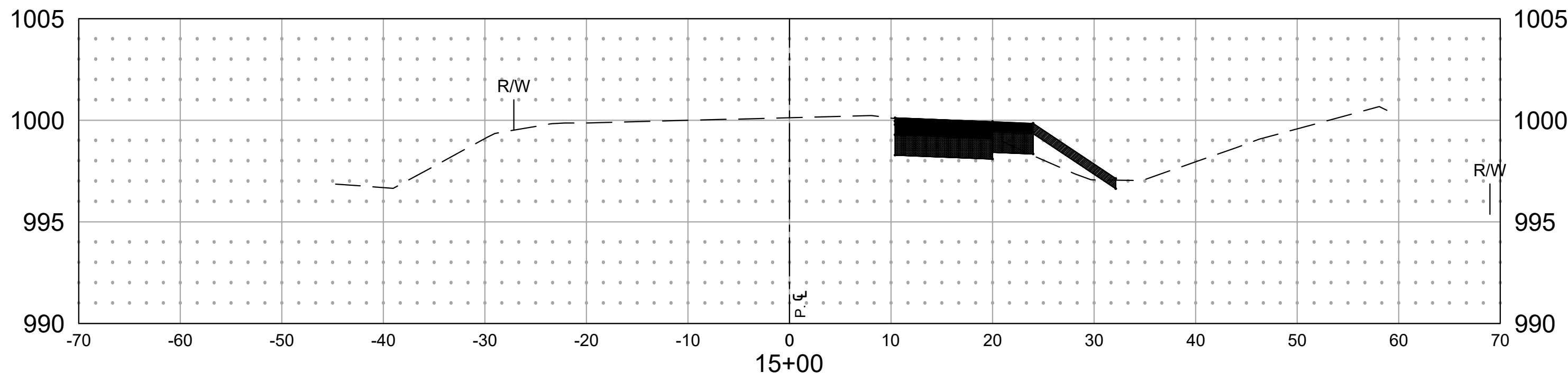
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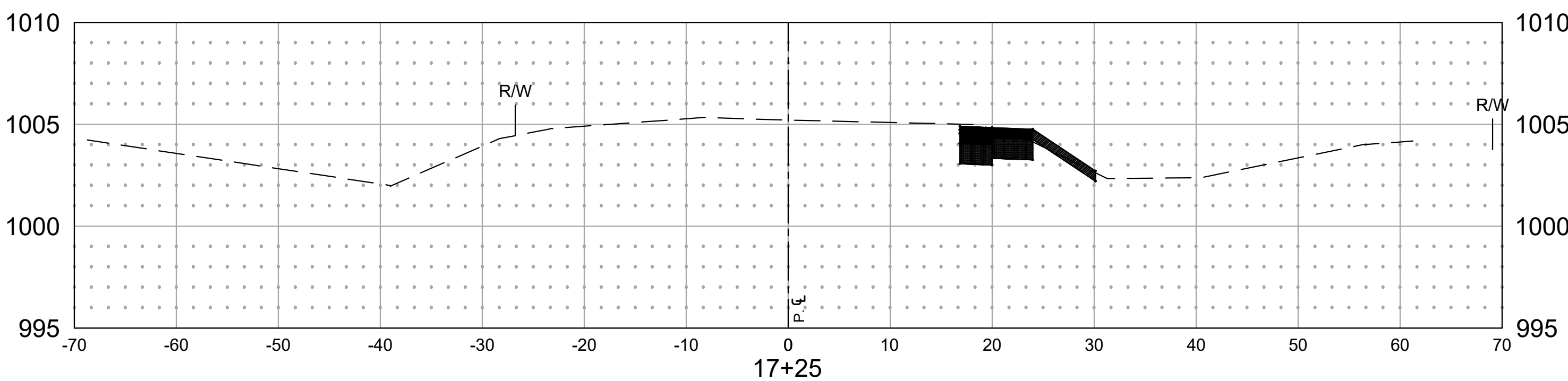
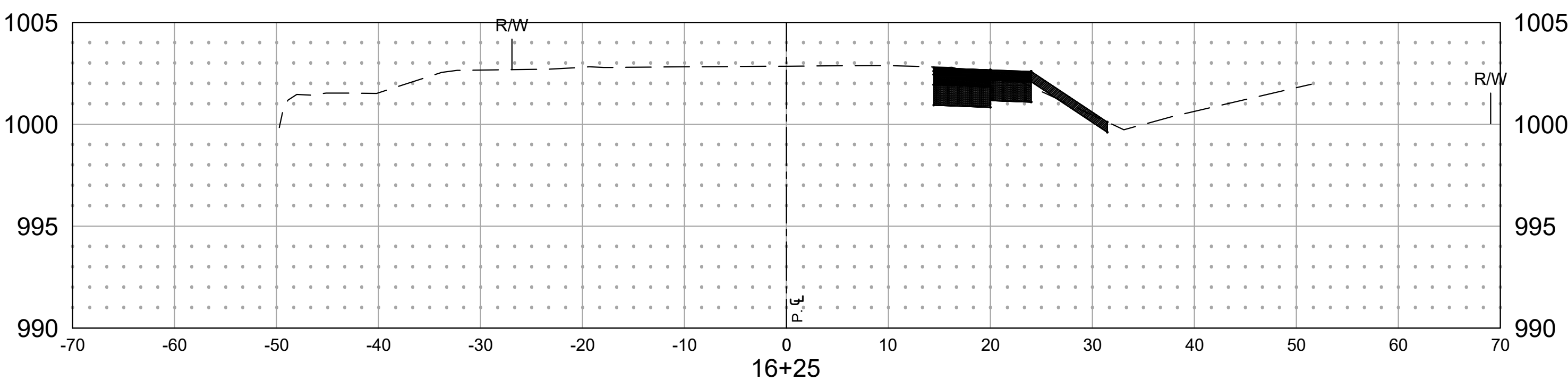
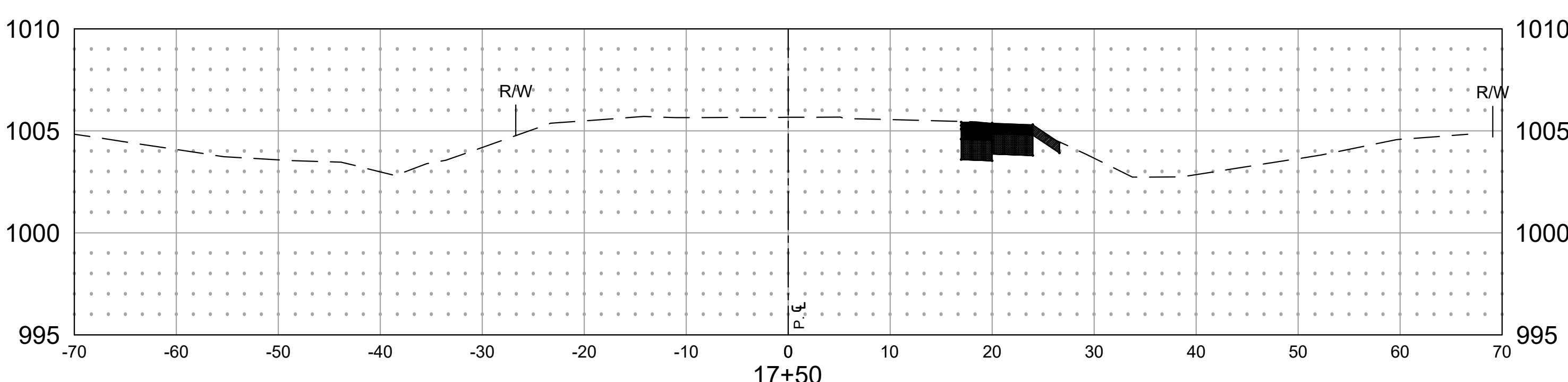
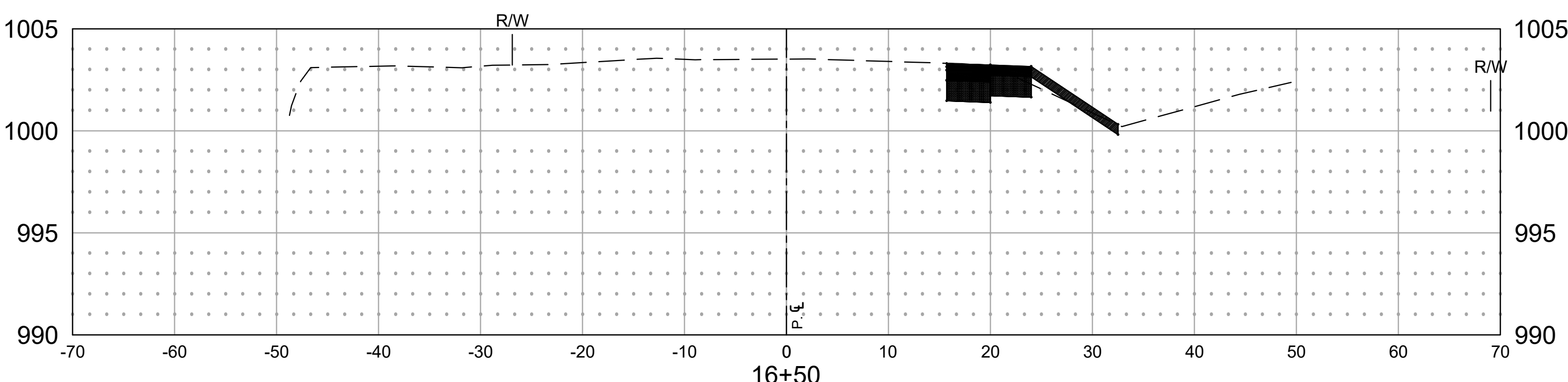
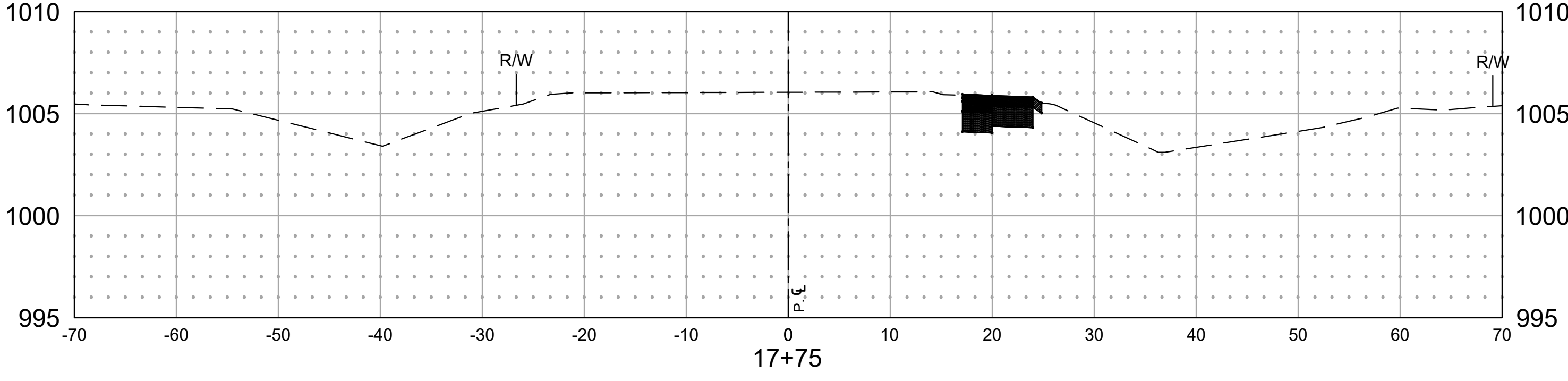
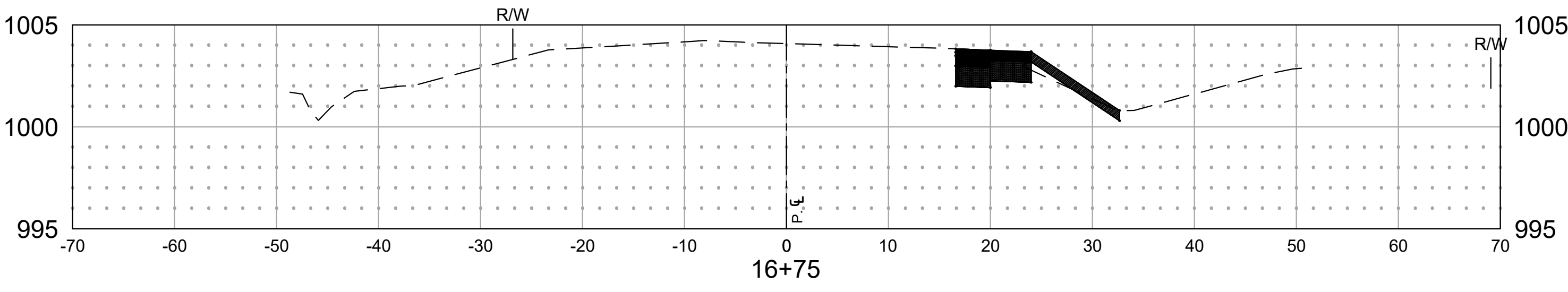
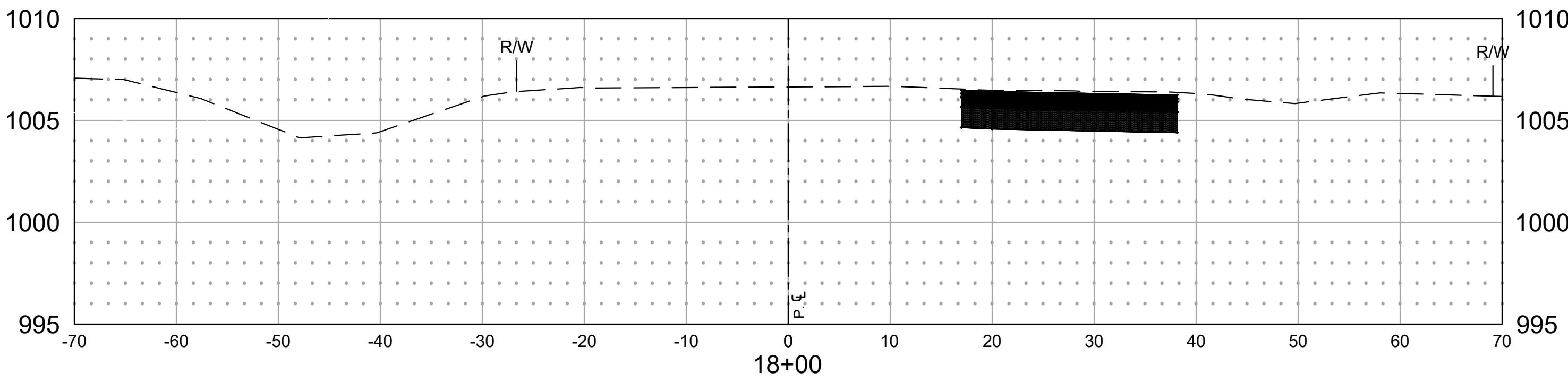
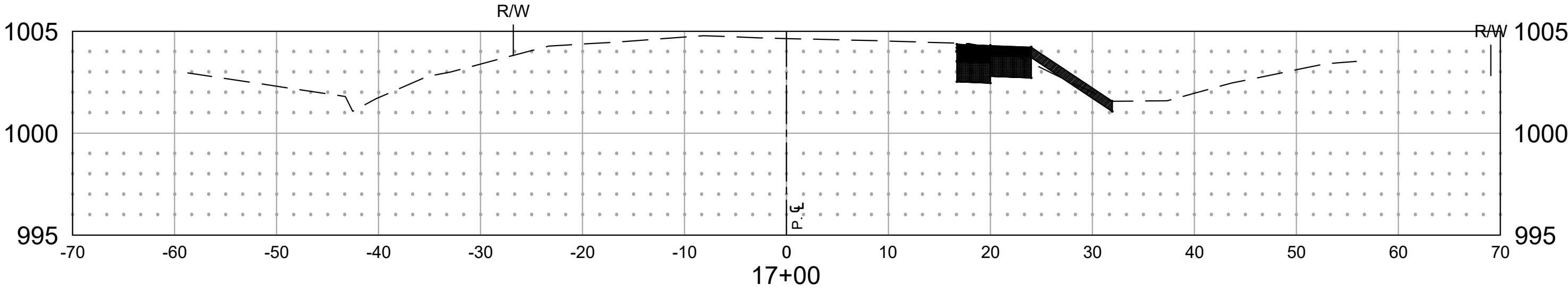
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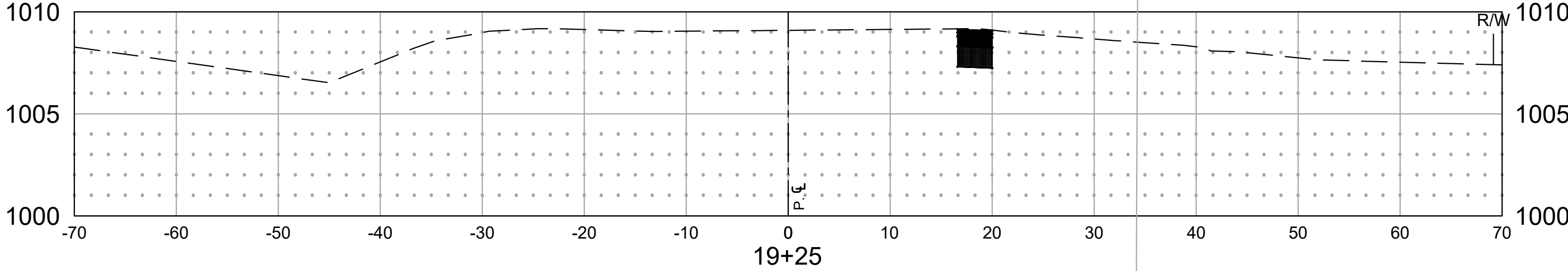
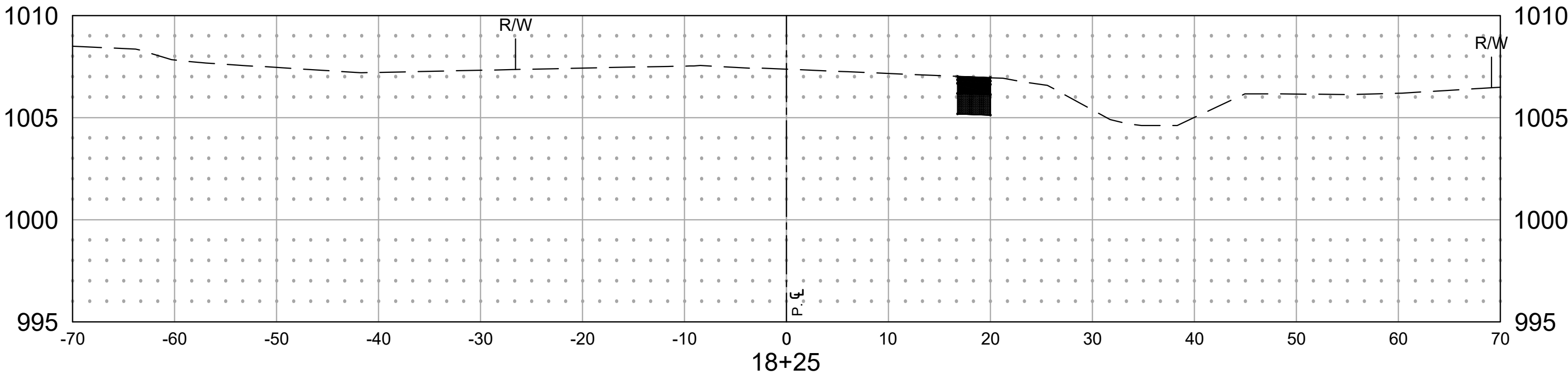
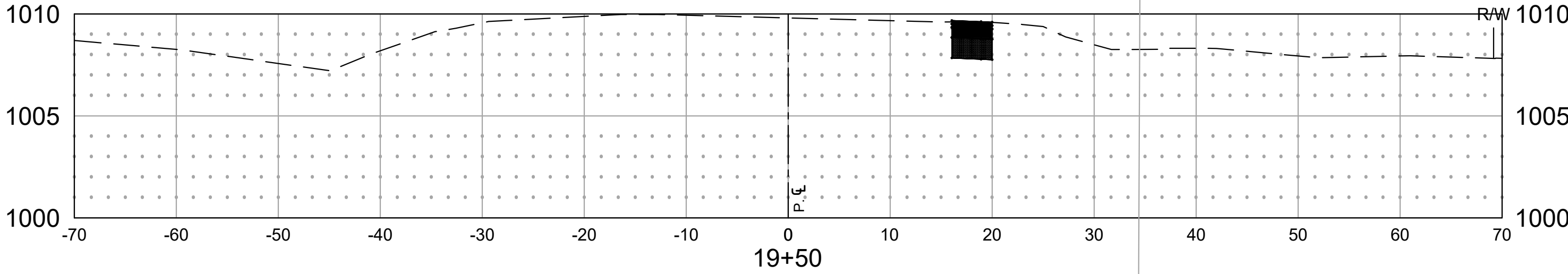
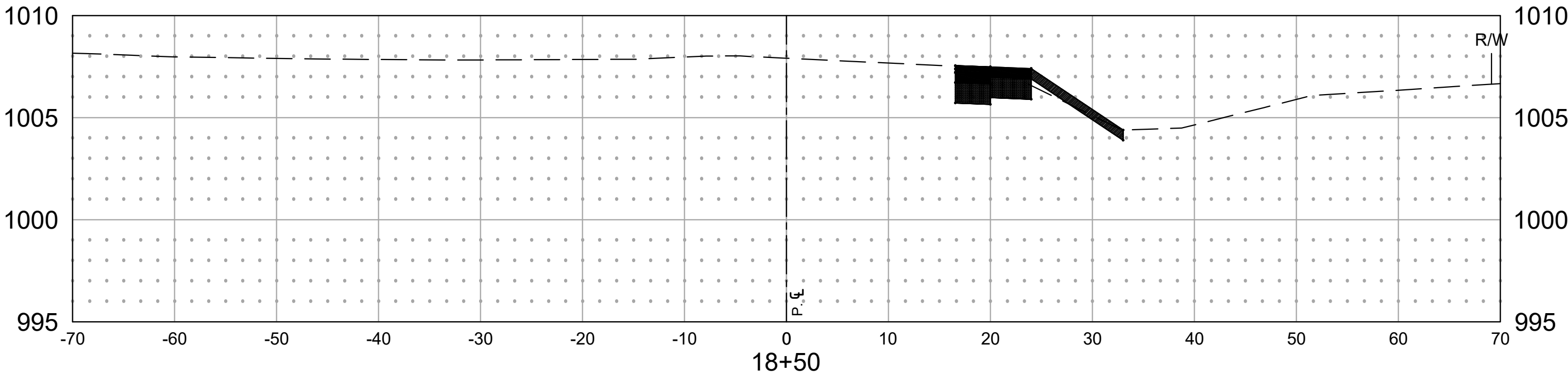
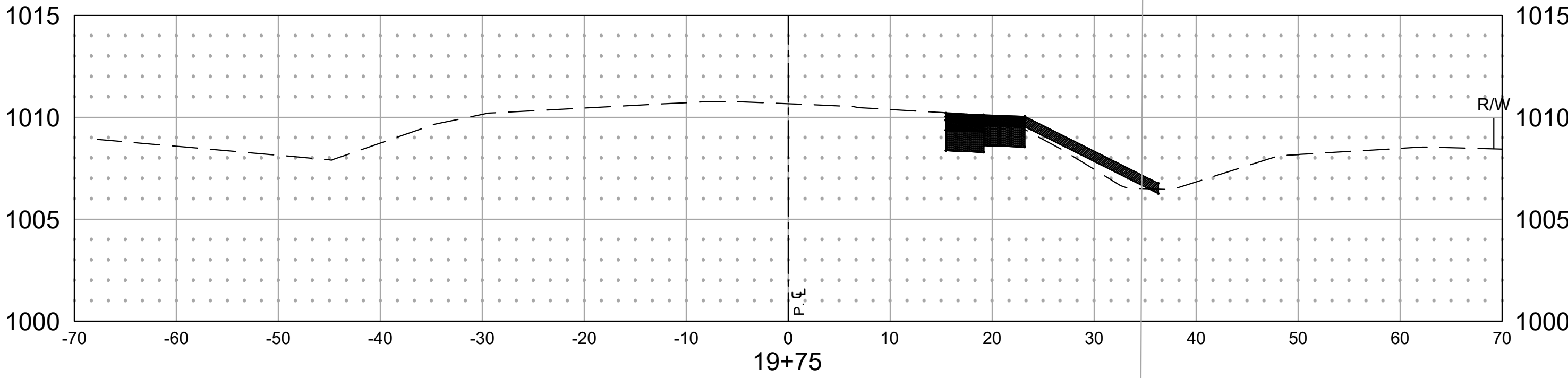
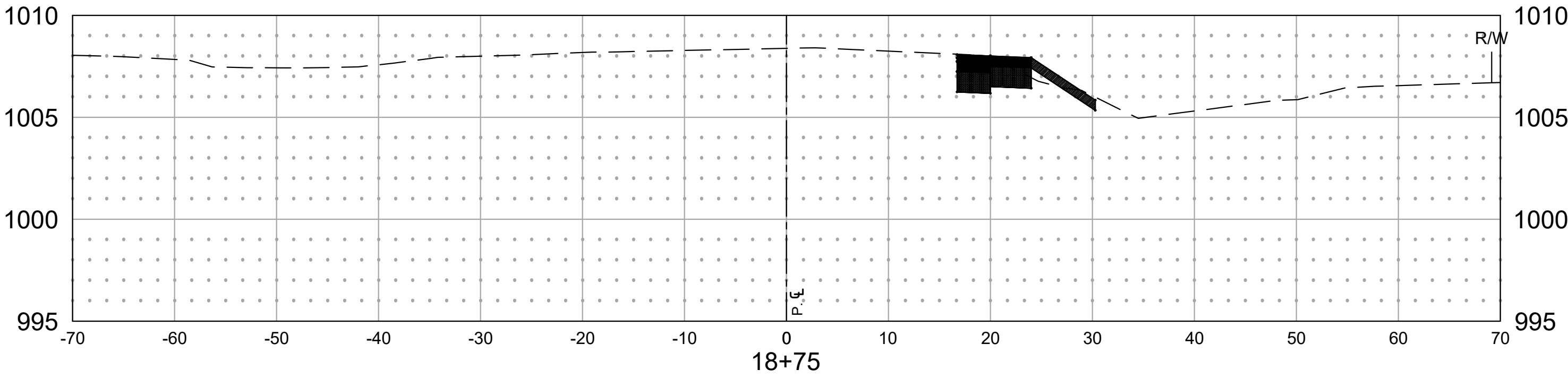
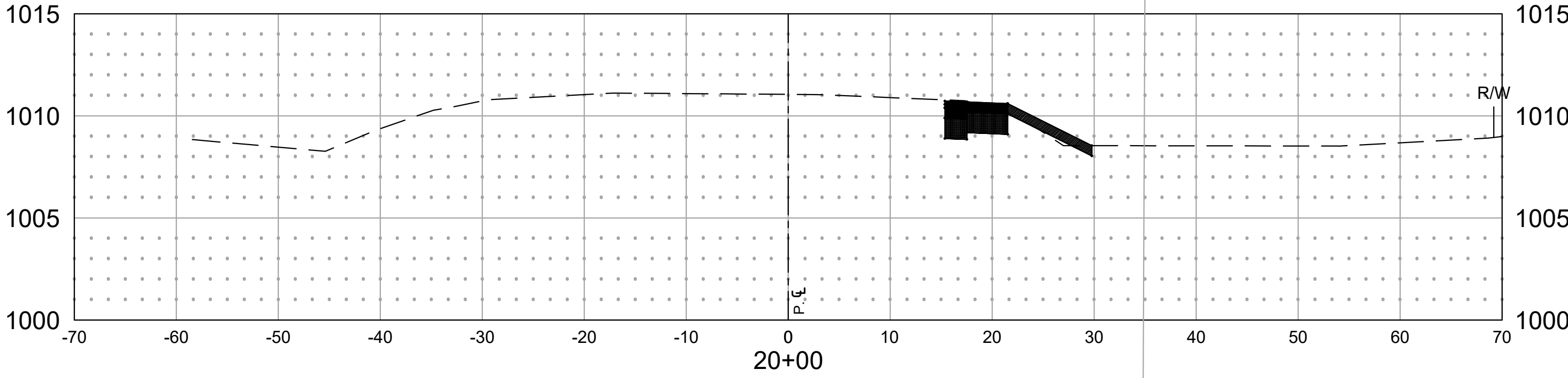
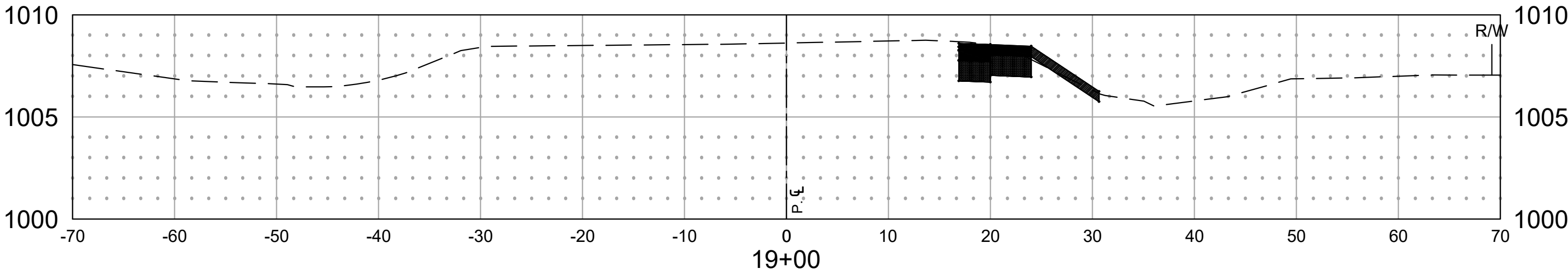
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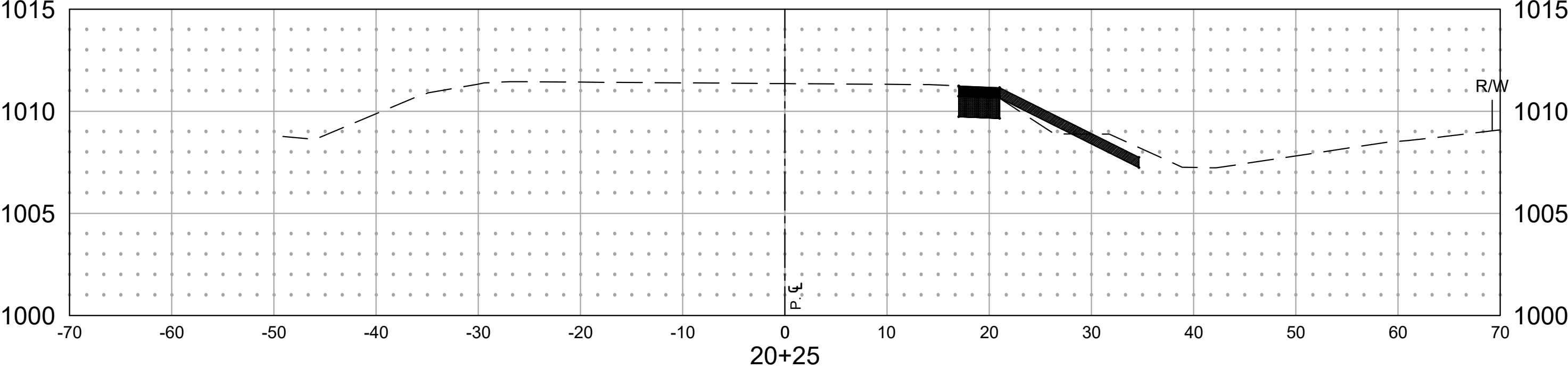
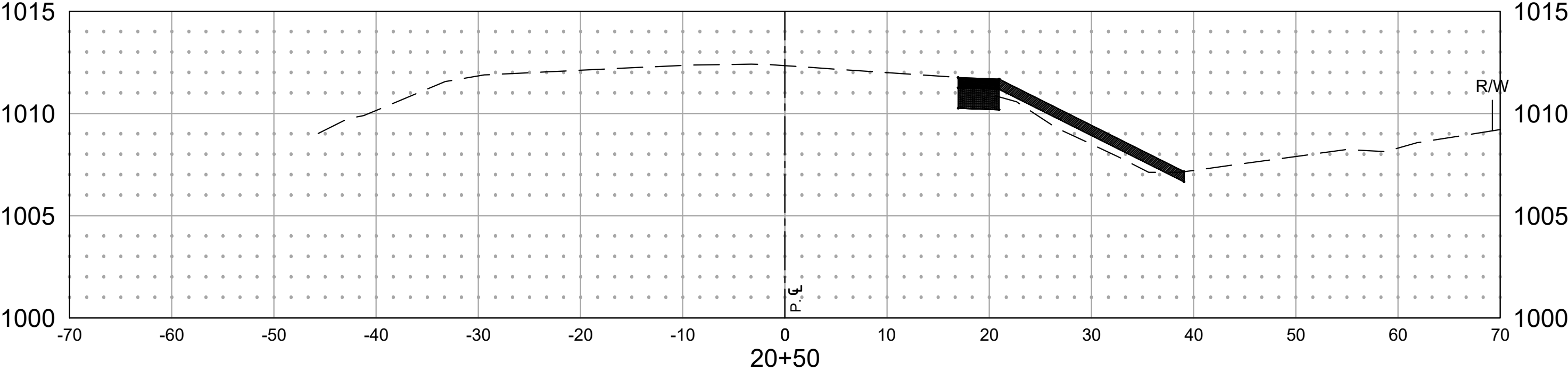
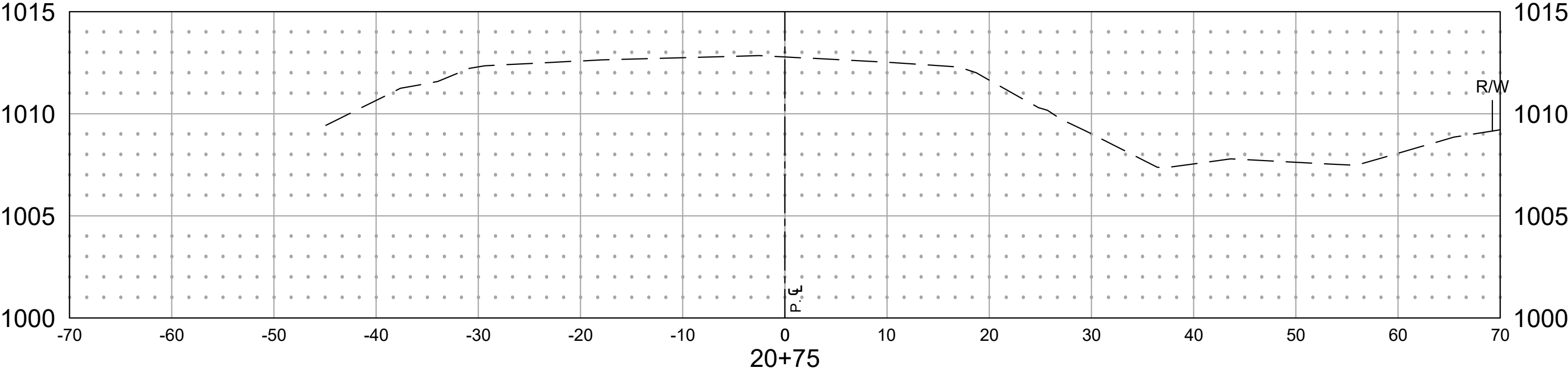
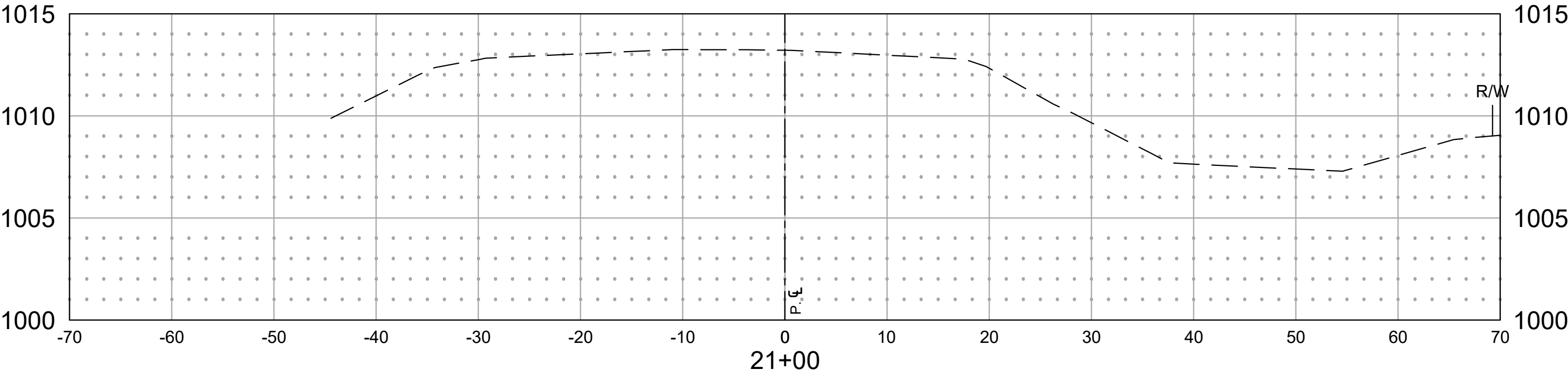
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Capital Improvement Program

City of Mora, Minnesota

MORA0 168345 | February 15, 2023



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February 15, 2023

RE: Capital Improvement Program
City of Mora, Minnesota
SEH No. MORA0 168345 4.00

Honorable Mayor and City Council
City of Mora
101 Lake Street South
Mora, MN 55051

Short Elliott Hendrickson Inc. (SEH®) is pleased to submit this report for the City's Capital Improvement Program.

The information within the report is the compilation of data and information we collected in the field and from City staff. The report presents our findings as well as some potential funding options.

Thank you for the opportunity to provide this service to the City of Mora. If you have any questions, please contact me at 612.720.5883.

Sincerely,

Greg F. Anderson, PE
City Engineer
(Lic. MN)

ah

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

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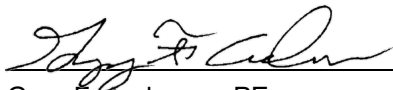
Capital Improvement Program

City of Mora, Minnesota

SEH No. MORA0 168345

December 15, 2022

I hereby certify that this report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Greg F. Anderson, PE

Date: February 15, 2023

License No.: 26859

Reviewed By: Zach Schmitz

Date: February 15, 2023

Short Elliott Hendrickson Inc.
3535 Vadnais Center Drive
St. Paul, MN 55110-3507
651.490.2000



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Capital Improvement Program

Prepared for City of Mora, Minnesota

1 Purpose of A Capital Improvement Program

A Capital Improvement Program is a comprehensive document whose purpose is to list major improvements necessary and desirable to meet the needs of the community over the near future. The program is established through the compiling of project needs and requests by the various Departments, Commissions, and the City Council. The Capital Improvement Program is a valuable tool which City officials can use to rank the priority of public improvement projects and determine the level and method of financing required each year to support these projects.

The objectives of a Capital Improvements Program are to:

- Anticipate major capital improvements so that large expenditures can be budgeted over a period of several years.
- Develop a realistic list of needs which relate to the ability to finance improvements, thereby minimizing the impact on tax rates.
- Implement the goals and objectives contained in the comprehensive plan.
- Enable proper scheduling of various projects and improvements, thereby allowing adequate time for detailed design and engineering of the projects, preparation of environmental impact statements, processing of grant applications, and exploring alternative methods of financing.
- Provide an opportunity for sound coordination between City departments, various units of special and general local government, and public utilities.
- Enable the local officials to focus their attention on the needs of the entire community, and to put in perspective, pressures from special interest groups, and proponents of special projects.
- Enable the local officials to forecast and anticipate needed maintenance projects so that the public's investment in the infrastructure can be preserved.

The Capital Improvement Program includes major expenditures of public funds, beyond maintenance and operating costs, for the construction of a needed physical facility or projects. Salaries, supplies, equipment, and other overhead expenditures are considered maintenance and operational costs and are provided for in the annual budget.

2 Capital Improvement Fiscal Policy

2.1 General Policy

Mora Capital Improvement Program (CIP) reflects an assessment of the community's needs and its' ability to pay for major improvements. It is founded on the policy that reinvestment required for replacement, maintenance, or the increased efficiency of existing systems, shall have priority over investments for expansion of existing systems or the provision of new services when utilizing general obligation funding sources. The extension of new services and/or improvements shall be funded from revenues generated through impact or dedication fees.

2.2 Funding Priorities

Capital spending proposals will generally be funded on the following priority basis:

- Those projects necessary for contributing to the public health, safety and welfare.
- Those projects which will help to maintain an existing system.
- Those projects that will make an existing system more efficient.
- Those projects representing the expansion of an existing system for new service or completely new public facility or service.

2.3 Funding Principles

As a result, the following principles should govern the implementation of the recommended Capital Improvements Program:

- The City will attempt to make all capital improvements in accordance with the adopted Capital Improvements Program.
- The City will develop a multi-year plan for Capital Improvements and update it annually.
- The City will coordinate development of the Capital Improvement Program with development of the annual operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
- The City will maintain all its capital assets at a level adequate to protect the City's investment and to minimize future maintenance and replacement costs.
- The City will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to council for approval.
- The City will consider the life cycle costs and utilize the most feasible method for all capital projects.

3 Project Financing Policy

3.1 Introduction

It has been and will continue to be the policy of the City Council that when public improvements are made, which are of special benefit to certain areas, special assessments will be levied for the benefits received. The procedures used by the City are those specified by Minnesota Statutes, Chapter 429, which provide that all, or a part of the cost of the improvements, may be assessed against benefiting properties in accordance with the benefits received. The statute, however, does not provide a guide as to how these benefits are measured or how the costs are to be apportioned. It is recommended that the City adopt a formal assessment policy. Previous

projects have been assessed in similar methods, but an adopted policy will establish a consistent standard for the apportionment of special assessments.

3.2 Types Of Improvements

This policy shall relate to those public improvements allowable under Minnesota Statute 429. Generally, the improvements include: street and street lighting improvements; sanitary and water utility improvements; and storm sewer and drainage improvements.

This policy would outline how new construction, reconstruction, and major maintenance shall be financed under each type of project.

Project costs shall include: the construction costs; engineering; testing; permitting; legal; administrative; land or easement acquisition; fiscal; capitalized interest; data processing and publication fees.

3.3 Special Assessment Methods

Without an adopted assessment policy, benefiting properties generally are assessed based on the City of Mora's past assessment practices. It is recommended the City adopt a formal assessment policy to use moving forward.

3.4 Financing Options

The City of Mora has various methods and options for financing necessary road improvements. Improvements can be financed by using existing funds or reserves, by additional property taxation, by special assessments or by the establishment of a road reconstruction program.

To pay for roadway improvements the most common method employed by cities is bonding. Listed below are some typical revenue sources.

- General property taxes
- Special Property tax assessments to benefiting property (as discussed above).
- Utility rates which include capital improvement components for maintenance and replacement and improvements.

3.5 Street Reconstruction Bonds

An alternative to typical revenue sources is street reconstruction bonds

In 2002, the Legislature made a variety of changes in the powers of local governments to issue bonds and incur other forms of debt. A new subdivision 3b was added to Minnesota Statutes, Section 475.58 authorizing municipalities to issue bonds without a referendum under street reconstruction programs. Granting municipalities, the authority to issue bonds under Minnesota Statutes, Chapter 475 for street reconstruction without regard to election requirements provides the city with the opportunity of financing this type of improvement without having to specially assess at least 20% of the project costs.

The law authorizes issuance of debt obligations without an election for reconstruction of streets if the bonds are issued under a 5-year street reconstruction plan.

To qualify for the referendum exemption, the following qualifications must be met:

- The city council must approve the street reconstruction plan unanimously after a public hearing. The public hearing notice must be published in the official newspaper at least 10 days but not more than 28 days prior to the hearing.
- The plan must include the following:
 - The streets to be reconstructed
 - The estimated costs
 - Any planned reconstruction of other streets in the municipality over the next five years.
- Approval of the bond issuance must be made by a unanimous vote of the City Council.
- Issuance of the bonds is subject to referendum approval, if a petition signed by voters equal to 5% of the voters in the last general election is filed with the municipal clerk within 30 days of the public hearing.

Because these types of bonds are subject to the debt limits, even if they would be exempt under another law (e.g., because they were payable from special assessments) we recommend that the City consult their Financial Advisor, Bond Counsel, and City Attorney for analysis before contemplating or issuing this type of debt. The City of Mora has used Street Reconstruction Bonds in the past to fund street projects.

4 Existing Conditions

Information regarding the City's underground water, sanitary sewer, and storm sewer was gathered from City staff, City records, and as built plans. Areas proposed for utility reconstruction were determined from the condition, age, and history of the utility. The areas for proposed reconstruction were considered along with the pavement rating of the street to rank improvement projects. Utility reconstruction should be continually considered during pavement management projects.

4.1 Pavement Rating

To rate the condition of the roadways the Asphalt PASER Manual was used. PASER was developed to help assist municipalities with rating the condition of asphalt pavement. The manual provides a system that rates the pavement on a one to ten scale. Each rating has appropriate management and maintenance measures. Figure 1 shows the pavement rating assigned to each section of street within the City.

For consistency purposes, the same SEH staff person performed all the street ratings. Ratings were performed on City maintained streets only. If roadways within the city limits are private, Mn/DOT, or Kanabec County roads, they are noted as such in the street rating spread sheet in Table 1.

Curb and gutter was rated on a one to three scale. A rating of three represents curb and gutter which is functioning properly with no major drainage problems. A two rating represents curb and gutter that has a few minor problems and may need spot repair. A one rating represents curb and gutter that is failing or near failure and major repair may be needed.

The City has been working on a sidewalk/trail plan for areas to "fill-in", extensions or replacements. Existing trail locations as well as proposed trail locations are shown on Figure 2.

When sidewalk project areas matched proposed street projects, those sidewalk improvement costs were included in the total project costs for found in Table 2 for each proposed project identified by this plan.

Appendix A shows the basis and typical pavement conditions associated with the PASER rating system. Table 1 and Figure 1 show the inventory and rating of the City's roadway and curb and gutter.

4.2 Sanitary Sewer

The Sanitary Sewer map book pages at the end of this report show the City's existing sanitary sewer system. To rate and evaluate the existing sanitary sewer system we reviewed the following conditions:

- The physical condition of the pipes.
- The capacity of the mains
- The pipe material and age (if known); and
- Known issues with the pipe by public works (i.e., frequent back-ups, known root issues, areas unable to clean/jet)

As a rule, areas with known Vitrified Clay Pipe (VCP) were included in replacement when the overlaying street pavement was found to need replacement. Through discussion with city staff areas that were of special concern such as cleaning issues/history of back-ups/etc. were noted as areas of concern on the map books. Those areas were given more attention with respect to ranking project for order of completion. The areas of concern are highlighted on the sanitary sewer map books.

When those areas corresponded with poor street pavement, those streets were included as a reconstruction project. Areas of concern that are either under streets with good pavement, not under City maintained streets or areas that are difficult to replace via open trench methods, we have prepared a list of sanitary sewer mains that could be considered for a slip lining or other trenchless repair option. Those project areas are listed below:

1. The 18-inch RCP trunk main that runs from the west ditch of TH 65 to 9th Street along the north side of Mora Lake.
2. Villa Ave from the cul-de-sac to the Birch Street ROW, then south to 4th Street.
3. The north end of Woodland Street from Fair Avenue to north cul-de-sac.
4. The existing sanitary sewer main in the Railroad Corridor from Walnut Street to Vine Street.
5. The existing sanitary sewer main in the fairgrounds.

4.3 Water System

The Water Main map books at the end of this report show the City's existing water distribution system. The existing condition of water supply, treatment, distribution, and storage facilities have been considered in this analysis. These factors were the basis for recommended capital improvements.

4.3.1 Recommended Improvements

Available fire flow rates are variable throughout the Mora distribution system. Flow will tend to be robust where static pressures are higher and large looped water mains are located nearby. In addition, proximity to water storage facilities will have a positive impact on available flow. Portions of the city with low pressures, and on dead-end or small diameter mains, will have lower fire flow availability.

By current design standards, water mains that are used for fire protection should be no smaller than 6-inches in diameter, and no smaller than 8 inches on a dead end. In general, dead-ends should be kept to a minimum. Mora currently has several 4-inch mains throughout the older parts of the water system. Low fire flow availability in these areas is an example of the effects of dead-ends and small main sizes. The City has plans to replace these mains over time in conjunction with street repairs. There are additional plans to complete loops in the water system. These system upgrades will continue to improve fire flow.

Based on the model and discussions with public work staff and the fire chief, a list of upgrades was prepared and shown in Water Main map book as well as listed below:

- Loop watermain from Sunset Lane to Villa Drive to eliminate 2 dead-ends.
- Loop water main in West Central Avenue out to West Maple Avenue, then back south to 3rd Street to improve water quality on West Central Avenue.
- Loop watermain in Locust Street between Forest Avenue and Grove Street to eliminate individual services lines that currently run down to Forest Avenue for the Locust Steet homes.
- Loop watermain in Fair Avenue between McLean Street and Park Street to improve looping in this area of the City.
- Loop water main in existing easement between West Forest Avenue and Bean Avenue to eliminate the West Forest dead-end main and provide better looping on the Bean Avenue main.
- Loop water main in Commercial Place between Little Ranches Road and Rowland Road to eliminate 2 dead ends.

4.4 Storm Sewer System

The City's existing storm sewer system is shown on the Storm Sewer map book pages at the end of this report. For the identified street reconstruction areas, storm sewer quantities and costs consistent with urban street design were included as needed in the costs prepared for the identified street improvement projects based on the pavement ratings.

The City does have a storm water utility in place that has been used to help fund drainage/storm sewer improvements included in street reconstruction projects as well as standalone drainage projects. It is recommended that the City regularly review the utility amount to make sure it provides the needed funds to address their drainage needs.

4.4.1 Cemetery Outlet Pipe

A standalone storm water/drainage project identified during the 7th Street Project in 2012 was an outlet pipe for the storm water pond created at the north end of Oakwood Cemetery as part of the 7th Street Project. This project location is shown on page 1 of the Storm Sewer map books. The outlet pipe was included as a bid alternate on the 7th Street project, but not awarded due to the need for a permanent easement from the property owner west of the cemetery to allow the outlet

pipe to reach the Snake River. To date the pond in the cemetery has not impacted much of the cemetery, but a significant amount of drainage from the new high school and associated parking lots and internal roads ultimately flows to the cemetery pond. The City should monitor the cemetery pond level and budget for the outlet pipe project to be completed prior to the cemetery pond impacting cemetery lots or the Veteran's Memorial. The estimated cost of the Cemetery Outlet Pipe is \$320,000.

5 Analysis

5.1 Pavement Management Options

There are five different pavement management techniques typically considered to maintain and/or improve existing pavement conditions. The City of Mora regularly uses each of these techniques to maintain their pavement system. The five techniques are:

- Crack Sealing,
- Seal Coat,
- Crack Sealing and Seal Coat,
- Overlay, and
- Reconstruction.

Many factors were considered including condition (PASER rating) of the existing pavement, the existing stormwater system within the street section, and the condition of the sanitary sewer and/or water mains under the street section in determining the appropriate pavement management technique.

5.1.1 Crack Sealing

Crack sealing consists of injecting hot pour rubber into joints and cracks in the bituminous pavement. Sealing cracks prevents water and salts from penetrating the bituminous mat and aggregate base. Preventing water and salts penetration will extend the life of the roadway. Crack sealing is recommended on roadways with longitudinal and traverse cracking. Crack sealing is not recommended on roadways with block cracking and alligator cracking. The City currently has a crack sealing program and we recommend that be continued.

5.1.2 Seal Coat

Seal coating is a thin bituminous surface followed by cover aggregate used to protect existing bituminous surfaces. The seal coat resists water seepage, salts, and wear from exposure to the sun, thus extending life of pavement. Seal coating also increases the esthetic properties of the pavement. Seal coating is not a solution to excessively cracking or structurally failing pavement. Seal coating is generally recommended to occur within 5-8 years of construction/reconstruction of the street pavement.

5.1.3 Crack Sealing and Seal Coat

This method combines the activities described above into a project using both techniques. This method is recommended when the combination will address existing cracks while preserving the existing bituminous surface with a seal coat.

City Public Work staff is currently working on a seal coating schedule. SEH will work with Public Works to develop a schedule of streets from this report that should be considered for crack sealing and/or seal coating to extend the useful life of the pavement. Streets candidates for crack sealing and seal coating are streets that are generally in the 6 to 8 range on the PACER table and do not have utility or stormwater issues to address.

5.1.4 Overlay

Overlay management technique consists of overlaying the existing roadway with typically a 2-inch bituminous surface. Overlaying will create a new smooth sealed surface. Overlaying will increase the structural integrity of the roadway and smooth out rutting and potholes in the roadway. Overlay will typically provide a useful life of 5 to 15 years based on existing conditions and future maintenance.

Candidates for a mill and overlay project are streets that are generally in the 4-6 rating range on the PACER table and do not have significant utility or stormwater issues to address.

5.1.5 Street Reconstruction

Reconstruction consists of complete reconstruction of the roadway. The proposed reconstruction includes a 7 to 9 ton pavement section, generally a 32-foot-wide roadway, with new concrete curb & gutter, driveway aprons, and sidewalks (as dictated by the City's sidewalk plan). The new street section generally will include 4-inch bituminous street with 8-inch crushed aggregate base. New curb and gutter will be Mn/DOT B-618. Reconstruction of the street will provide a useful life of 25+ years with proper maintenance. This reconstruction represents the typical residential roadway with no major heavy traffic.

Candidates for a full reconstruction are generally scored 3 or less on the PACER table. When considering a full pavement reconstruction, the condition of the existing sanitary sewer, water mains, and storm sewers should be reviewed. Utilities needing to be addressed or added to the street should be completed as part of the full reconstruction. This minimizes future disruption of the new pavement surface.

5.2 Major Reconstruction Projects

Combining all the findings from pavement, sanitary sewer, water main, and storm sewer condition reviews the following projects were identified and are listed according to their priority. Figure 2 shows these project areas and Table 1 at the back of this report provides the detailed corresponding costs of each proposed project area. Table 5-1 below is a summary of the projects listed in their suggested priority order and their estimated total cost:

Table 5-1 – Project List

Project	Estimated Total Project Cost
West Maple Avenue/Lake Outlet Pipe	\$1,100,000
West Forest Ave	\$2,000,000
4 th & Cedar Street Area	\$2,500,000
North Wood Street	\$2,700,000
2 nd , 3 rd and Evergreen Streets	\$1,700,000

Project	Estimated Total Project Cost
Railroad Avenue Area	\$3,000,000
Fair Avenue	\$1,500,000
Bean Avenue	\$800,000
Summit & Acorn Lanes	\$2,500,000
Portage Avenue	\$1,900,000
Morrison Street	\$2,400,000
Watkins Street	\$3,000,000
McLean Street	\$3,100,000
Dion Avenue	\$1,000,000
Edwards Avenue	\$900,000
West Central Avenue	\$1,500,000
Edgewood Lane	\$1,050,000
Clark Street	\$2,000,000
Division Street & Frankie Lane	\$2,600,000
Lake & Vine Streets	\$3,000,000
Little Ranches Rd, Commercial Place, Rowland Road	\$900,000
Complete Industrial Park Road & Utilities	\$1,100,000
Total	\$42,250,000

5.2.1 W. Maple Avenue (Union Street to Grove Street) & Lake Outlet Pipe

This project includes the reconstruction of W. Maple Avenue from Union Street to Grove Street. Also included in this project is the proposed outlet pipe for Mora Lake. This project would be in conjunction with Kanabec County. Maple Avenue from Union Street to the Snake River is CSAH 6 and is owned and maintained by Kanabec County. The project is shown on Figure 2.

The street reconstruction portion of this project would be led and funded by Kanabec County. It would be advantageous for the City to include the replacement of the water main and sanitary sewer along with services as part of the County Project. Also included in this project is a 36-inch outlet pipe from Mora Lake to the pond next to the public works facility, just west of Grove Street. The storm sewer improvements to capture and convey the street runoff on this section of Maple Avenue would also be part of the County Project.

5.2.2 West Forest Avenue (Grove Street to west end)

This project includes the reconstruction of W. Forest Avenue from Grove Street, west down the hill to the west end near the Kanabec County History Center. Locust Street is also included in this project. The project is shown on Figure 2. Also included in this project is a water main extension in Locust Street with the replacement of the Locust Street pavement. W. Forest Avenue had a pavement rating in this area of 3 or 4 on a scale of 1 to 10. Locust Street pavement was also rated at a 3.

Public works staff identified this area as having sanitary sewer issues due to the existing clay pipe with offset joints and numerous cracked pipe sections. The existing water main in Forest Avenue is a 6-inch Cast Iron Pipe (CIP) that has experienced several water main breaks in recent winters and is need of replacement.

There currently is no storm sewer in Forest Avenue. Drainage and rainfall flow overland out to the Forest Avenue & Grove Street Intersection on the east end. From Locust Street to the west, the drainage and rainfall flows overland down the hill to the very end of the street. New storm sewer inlets and pipe would be added on the west end to collect the runoff prior to the end of the street and better direct it off the street. Relying too much on overland flow for drainage can lead to standing water in some areas as well as washouts at the end of the street during heavy rain events. Standing water on the street can hinder traffic as well as lead to pavement deterioration.

The looping of water main in Locust Street is suggested to be included with this project. A stub into Locust Street was installed off of Grove Street as part of the Grove Street Project in 2022. Public works also recommended a water main loop between Forest Avenue and Bean Avenue in an existing drainage & utility easement. This loop would help with water quality and pressure in this portion of the City.

The estimated cost for this project is \$1,680,000 for the street project, \$190,000 for the water main loop in Locust Street, and \$130,000 for the water main loop between Forest and Bean Avenues for a total project cost of \$2,000,000.

5.2.3 4th Street & Cedar Street

This project includes the reconstruction of 4th Street, east of Wood Street N., Cedar Street north of 4th Street as well as 1st and 2nd Streets between Grove Street and Park Street. The block of Park Street between 1st and 2nd Streets north of Library Park is also included. The project is shown on Figure 2. Most of the streets included in this project area had a pavement rating of 3 or 4, with two blocks rating a 6 on a scale of 1 to 10.

Public works staff identified the 4th and Cedar Streets as having sanitary sewer issues due to the existing clay pipe with offset joints and numerous cracked pipe sections. The existing water main in the project area is a 4-inch CIP that has experienced several water main breaks in recent winters and is in need of replacement. The water main in Cedar Street is not looped nor is the water main in the 1st St, Park St, 2nd St loop north of Library Park.

Currently 4th and Cedar Streets do not have curb and gutter. The only storm sewer in these streets is a culvert at the intersection of the two streets that drainage towards Mora Lake. The drainage in the rest of the project streets is overland flow with a set of catch basins and an outlet to Mora Lake in the intersection of Park Street and 2nd Street.

This project would be a full street and utility reconstruction project. The blocks of 1st and 2nd Streets between Grove and Wood could be pavement only projects. The estimated total cost for this entire project is \$2,500,000.

5.2.4 North Wood Street

This project includes the reconstruction of North Wood Street from Maple Avenue to 7th Street. This project has been discussed as part of the bike trail grant request into MnDOT. The pavement is in good shape as it was overlaid in 2021 in anticipation of the Grove Street Project in 2022 and the new high school opening in 2023 leading to increased traffic on Wood Street. The project is shown on Figure 2. Most of Wood Street rated an 8 with the block along Library Park rating as a 6 on a scale of 1 to 10.

Wood Street jogs in the existing right-of-way (ROW) between 4th and 7th Streets. The east side of Wood Street is very close to being out of the ROW on the north end. This can be seen as it does not line up with the section of Wood Street north of 7th Street. If the City moves ahead with the bike trail project, the west curb line of wood Street will need to be replaced and this section of Wood Street will need to be shifted to be centered in the ROW. Public works has also noted concerns with the street pavement and storm sewer along Mora Lake.

Public works staff identified the Wood Street sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The existing water main in the project area is a 6-inch CIP. It has not had that has experienced significant water main breaks, but since it is CIP it is recommended to replace it as part of the street project. The water main in Cedar Street is not looped nor is the water main in the 1st St, Park St, 2nd St loop north of Library Park.

Currently the only storm sewer in Wood Street is catch basins and an outlet to Mora Lake just north of 2nd Street. Most of the drainage flows overland on Wood Street to either the storm sewer at 2nd Street or to the north or south end where storm sewer exists in 7th Street and Maple Avenue.

This project would be a full street and utility reconstruction project. In addition to the jog in the ROW, Wood Street has blocks of varying width. The estimated total cost for this entire project is \$2,700,000. This cost includes the cost for a 10-foot bike trail. Should the City receive MnDOT funding for the bike trail, that would be in the amount of \$360,000 and would be available in 2027/2028 for use.

5.2.5 2nd, 3rd, and Evergreen Streets

This project includes the reconstruction of 3rd Street from Maple Avenue (CSAH 6) to Grove Street. 2nd Street from Maple Avenue to Evergreen Street and Evergreen Street. The project is shown on Figure 2. The project streets in this area rated from 3 to 5 on a scale of 1 to 10.

Public works staff identified 3rd and 2nd Streets as having sanitary sewer issues due to the existing clay pipe with offset joints and numerous cracked pipe sections. The existing water main in the project area believed to be a 6-inch CIP. While this water main has not been noted to have issues with water main breaks since it is CIP it is recommended to replace it as part of the street project.

Evergreen Street has an existing storm sewer system that collects drainage from 3rd Street as well as 2nd Street and conveys it to the north ditch of Maple Avenue near the DNR building where the water flows to the existing pond east of the DNR building. The storm sewer system runs through the existing easement on the section of Evergreen Street between 2nd and 3rd Streets that was removed. There are no known issues with the storm sewer system.

This project would be a full street & utility reconstruction project. The estimated total project cost is \$1,700,000.

5.2.6 Railroad Avenue Area

This project includes Railroad Avenue from Grove Street to Vine Street. Between Park Street and Lake Street, Railroad Avenue has a north and south section. Also included in this project is

the section of Wood Street between Maple Avenue and Forest Avenue. The project is shown on Figure 2. The project streets in this area rated from 5 to 7 on a scale of 1 to 10.

This section of Railroad Avenue does not have sanitary sewer or water running its entire length. There is some sanitary sewer in north Railroad Avenue between Union and Vine Streets and in the block between Grove and Wood Streets. Public works did note root issues in the sanitary sewer between Grove and Wood Streets as this main is clay pipe where root intrusion is a common issue. The real impetus of this project is the existing storm sewer under north and south Railroad Avenue. It is significantly undersized for the drainage area it serves.

A drainage study completed for the City in 2018 identified this storm sewer system as being significantly undersized. During significant rain events this system becomes backed up causing storm water to run overland from the area near city hall and the north end of Union Street, south toward the Paradise Theater, sometimes entering the theater, then west on Hersey Avenue towards Grove Street where it contributes to the street ponding on South Grove Street near Bean Avenue. A new storm sewer system in the Railroad Avenue corridor along with upsizing the storm sewer outlets in Lake and Vine Streets at Mora Lake will alleviate these flooding issues.

This project would be a full street reconstruction with a new storm sewer system. This project might be an opportunity to make boulevard improvements in the downtown area as there currently is a green space and parking areas along Railroad Avenue between Park and Lake Streets. The estimated total project cost is \$3,000,000.

5.2.7 Fair Avenue

This project includes the reconstruction of Fair Avenue from Park Street to Clark Street. The project is shown on Figure 2. The street pavement in these sections of Fair Avenue rated a 5 or 6 on a scale of 1 to 10.

The only block of Fair Avenue in the project area with sanitary sewer is between Park and Union Streets. This section of sewer main is likely clay. In the rest of the project area the sanitary sewer crosses Fair Avenue at the cross streets. Public works did identify a new water main in Fair Avenue to improve looping for maintenance, reliability and fire protection in this portion of the City. A new 8-inch water main would be installed from Clark Street to Park Street to provide the desired looping.

Fair Avenue has storm sewer in the east and west block of the project area. The rest of the project area relies on overland flow to convey drainage to the nearest storm sewer system. The existing storm sewer sections in Fair Avenue will likely be replaced as part of the project.

This project would be a full street reconstruction with a new water main and storm sewer. The sanitary sewer will also be replaced as part of the project. The estimated total project cost for this project is \$1,500,000.

5.2.8 Bean Avenue

This project includes the reconstruction of Bean Avenue from Grove Street to the west end near the Kanabec County History Center. The project is shown on Figure 2. The street pavement in these sections of Bean Avenue rated a 6 on a scale of 1 to 10.

According to public works the existing sanitary sewer main in Bean Avenue is Poly Vinyl Chloride (PVC). That would not need to be replaced. With the sanitary sewer being PVC, we would anticipate the water main to be Ductile Iron Pipe (DIP) which also would not need to be replaced unless there are known issues which we are not aware of. The impetus of this project is storm sewer.

As mentioned in the Railroad Avenue Project discussion, the low point in Grove Street South, just south of the Bean Avenue intersection experiences street flooding on significant rain events. Bean Avenue only has storm sewer currently at the intersection with Riverside Street and at the west end near the history center parking lot. This project would install a new storm sewer main from near Grove Street all the way to the west end of Bean Avenue. A new outlet/discharge structure would be installed near the history center and a connection to the existing storm sewer main in Grove Street would be included in the project.

This project would be a full street reconstruction with new storm sewer. The existing sanitary sewer and water main would remain in place unless conflicts with the new storm sewer or issues were found in the field. The estimated total project cost for this project is \$800,000.

5.2.9 Summit and Acorn Lanes

This project includes the reconstruction of Summit and Acorn Lanes between Portage Avenue and Carol Avenue. Also included in the project is Carol Avenue between Summit Lane and the Frontage Road. The project is shown on Figure 2. The street pavement on the sections these project streets rated a 6 on a scale of 1 to 10.

The sanitary sewer main and water main pipe materials in this area are not known. Public works did note there are no known issues with those mains.

Due to the topography of the project area, most of the drainage is conveyed overland to either the existing storm sewer system in Portage Avenue or the existing catch basins and outlet to the MnDOT ditch near the Dairy Queen off of Carol Avenue.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$2,500,000.

5.2.10 Portage Avenue

This project includes the reconstruction of Portage Avenue from Howe Avenue to the Frontage Road near Mora Chevrolet. The project is shown on Figure 2. The street pavement on these sections of Portage Avenue rated a 4 or 5 on a scale of 1 to 10. Portage Avenue received a significant amount of traffic due to its proximity to Coborn's Grocery Store and access to TH 65.

While the pipe material type for the sanitary sewer and water mains is not known for sure, given the age of the street it is anticipated that they are clay and CIP respectively. Therefore it is anticipated that they would be replaced as part of this project.

Portage Avenue has a storm sewer system between Summit Lane and Frankie Lane. This system carries a significant amount of drainage given the topography of the neighborhood making Portage the low point. The storm sewer system would be replaced as part of this project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$1,900,000.

5.2.11 McLean Street

This project includes the reconstruction of McLean Street from Howe Avenue to the Frontage Road near Kwik Trip. The project is shown on Figure 2. The street pavement on these sections of McLean Street rated from 4 to 6 on a scale of 1 to 10. McLean Avenue received a significant amount of traffic due to its proximity to Kwik Trip and access to TH 65.

Public works staff identified the McLean Street sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The existing water main in the project area is 4-inch and 6-inch CIP. Public works did not note that this main has experienced significant water main breaks, but since it is CIP, it is recommended to replace it as part of the street project.

McLean Street has storm sewer at the intersections of all the side streets in the project area. There is a storm sewer main in the block between Dion and Fair Avenues. The storm sewer mains in McLean Street will be replaced as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$2,400,000.

5.2.12 Watkins Street

This project includes the reconstruction of Watkins Street from Howe Avenue to the Ford Street near Kwik Trip. Also included in this project is Howe Avenue between Union Street and McLean Street as well as the block of Lake Street between Howe Avenue and Forest Avenue. The project is shown on Figure 2. The street pavement on these street sections rated from 4 to 7 on a scale of 1 to 10.

Public works staff identified the Watkins Street sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The existing water main in the project area is 4-inch and 6-inch CIP. Public works did not note that this main has experienced significant water main breaks, but since it is CIP, it is recommended to replace it as part of the street project.

Watkins Street has storm sewer at the intersections with most of the side streets in the project area. There is a storm sewer main in the blocks between Howe and Dion Avenues. The block of Lake Street also has storm sewer that drains a portion of Forest Avenue. In the intersection of Watkins and Dion, there are two options for the downstream discharge. The storm sewer mains in Watkins Street will be replaced as part of the project and some rerouting of the storm sewer will be addressed as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$3,000,000.

5.2.13 Morrison Street

This project includes the reconstruction of Morrison Street from Howe Avenue to the Frontage Road. Also included in this project is Howe Avenue between Clark Street and McLean Street as well as the block of Vine Street between Howe Avenue and Forest Avenue. The project is shown on Figure 2. The street pavement on these sections rated from 4 to 6 on a scale of 1 to 10. The south block of Morrison Street from Fair Avenue to the Frontage Road is gravel. One of the few gravel roads left in the City.

Public works staff identified the Morrison Street sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The existing water main in the project area is 4-inch and 6-inch CIP. Public works did not note that this main has experienced significant water main breaks, but since it is CIP, it is recommended to replace it as part of the street project.

Morrison Street has storm sewer at the intersections of all the side streets in the project area. There is a storm sewer main in the block between Dion and Fair Avenues. The gravel section of Morrison Street, south of Fair Avenue, still has ditches that will need to be addressed as part of the project. The storm sewer mains in rest of Morrison Street will be replaced as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$3,100,000.

5.2.14 Dion Street

This project includes the reconstruction of Dion Street from Clark Street to Union Street. The project is shown on Figure 2. The street pavement on these sections of Dion Street rated mostly a 4 with one block rating a 6 on a scale of 1 to 10.

Public works staff identified the Dion Street sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, tree roots, flat sections, and numerous cracked pipe sections. There is not existing water main in Dion Street. The water main crossing Dion Street at the cross streets. With the proposed water main extension in Fair Avenue, there wouldn't appear to be a need for the extension of water main in Dion Street.

Dion Street has an existing storm sewer system in all blocks of the project area. The Dion Street storm sewer provides drainage for portions of Morrison and Clark Streets due to the topography of the neighborhood. The connection of the Dion Street storm sewer with the storm sewer in Watkins Street was discussed under the Watkins Street Project section. Since the Dion Street storm sewer drains to the Watkins storm sewer, it makes sense to complete the Watkins Street project prior to Dion Street. The storm sewer system in Dion Street will be replaced as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$1,000,000.

5.2.15 Edwards Avenue

This project includes the reconstruction of Edwards Avenue from Clark Street to Union Street. The project is shown on Figure 2. The street pavement on these sections of Edwards Avenue rated from 4 to 7 on a scale of 1 to 10.

Edwards Avenue does not have sanitary sewer main in it. The sanitary sewer mains cross Edwards Avenue at the side streets. There is water main in Edwards Avenue between McLean and Union Streets. While public works did not note specific issues with this water main, given the age of this water main, it is recommended that this water main be replaced as part of the project. With existing water main in Howe Avenue one block north, there wouldn't appear to be a need for the extension of water main in Dion Street between McLean Street and Clark Street.

Watkins Avenue has an existing storm sewer system in all blocks of the project area. The Watkins Avenue storm sewer provides drainage for portions of Morrison and Clark Streets due to the topography of the neighborhood. The connection of the Edwards Avenue storm sewer with the storm sewer in Watkins Street was discussed under the Watkins Street Project section. Since the Edwards Avenue storm sewer drains to the Watkins storm sewer, it makes sense to complete the Watkins Street project prior to Edwards Avenue. The storm sewer system in Edwards Avenue will be replaced as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$900,000.

5.2.16 West Central Avenue

This project includes the reconstruction of West Central Avenue from Grove Street to Maple Avenue (CSAH 6). The project is shown on Figure 2. The street pavement on West Central Avenue rated a 6 on a scale of 1 to 10. West Central Avenue is currently a rural section road meaning it does not have curb & gutter or storm sewer.

The existing sanitary sewer only covers the east end of W. Central Avenue, from Grove Street to entrance to the Meadow Ridge Apartments. Similarly, the water main only extends part way on W. Central from Grove Street heading west. There are a couple parcels on the west end of Central Avenue that may need city utilities in the future. But with Oakwood Cemetery on the north side of W. Central Avenue, extending sanitary sewer may not be needed. Public works suggests extending the water main in W. Central Avenue all the way to Maple Avenue (CSAH 6), then back south to 3rd Street to provide a looped condition, improving water quality, maintenance and fire flow in this portion of the City.

West Central Avenue is currently a rural section road, meaning it has ditches the help collect and convey drainage. The estimated costs in this report assume that the street become an urban section with concrete curb & gutter and storm sewer.

The Meadow Ridge Apartment Building, just south of West Central Avenue, drains to a landlocked drainage pond between Central Avenue and 3rd Street. This project may be an opportunity to install an outlet for this pond in Central Avenue that drains to the ditch along Maple Avenue and ultimately towards Snake River.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$1,500,000. The looping of the water main along Maple Avenue and back to 3rd Street is estimated at \$150,000 and is included in the total project cost.

5.2.17 Edgewood Lane

This project includes the reconstruction of Edgewood Lane from Portage Avenue to Division Street. The project is shown on Figure 2. The street pavement on Edgewood Lane rated a 6 on a scale of 1 to 10.

Edgewood Lane has sanitary sewer and water main in it. Public works did not note any issues with the sanitary sewer. This sanitary sewer carries most of the City's flow from areas generally east of TH 65 and south of TH 23. Public works did note issues with the existing water main in Edgewood Lane. It is anticipated that both the sewer and water main would be replaced as part of this project.

Currently Edgewood Lane does not have a storm sewer in it. Drainage flows either north to Portage Avenue or south to Division Street where it's collected into existing storm sewer systems.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$1,050,000.

5.2.18 Clark Street

This project includes the reconstruction of Clark Street from Forest Avenue to the Frontage Road. The project is shown on Figure 2. The street pavement on these street sections rated a 7 on a scale of 1 to 10.

Public works staff identified the Clark sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The existing water main in the project area is 4-inch and 6-inch CIP. Public works did not note that this main has experienced significant water main breaks, but since it is CIP, it is recommended to replace it as part of the street project. It is anticipated that this section of water main is likely to have lead water services to some of the homes given the age of the housing stock. Lead services should be replaced as part of the project. As part of the City project, letters to the homeowners with lead services will be noticed that they should replace the main from the shut off to their water meter.

Clark Street does not have storm sewer in it. Drainage flows overland on Clark Street, then typically a block west to existing storm sewer systems. There is a storm sewer in the south block of Clark that drains into the MnDOT ditch along TH 65. It is anticipated that this main will be replaced and other flat areas reviewed for possible new storm sewer as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$2,000,000.

5.2.19 Division Street and Frankie Lane

This project includes the reconstruction of Clark Street from Forest Avenue to the Frontage Road. The project is shown on Figure 2. The street pavement on these street sections rated from a 4 to a 7 on a scale of 1 to 10.

The existing sanitary sewer main in Division Street receives all the flow from the Edgewood Mobile Home Park. Public works staff identified the Clark sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The currently is not existing water main in Division Street or Frankie Lane, south of Portage Avenue. There is a 6-inch water main in the block of Frankie Lane between the Frontage Road and Portage Avenue. It is assumed that water main is CIP in material and would be replaced as part of the project. It is also assumed that new water main would be installed in Division Street and the rest of Frankie Lane as part of this project. Currently the water system in Edgewood Mobile Home Park is private.

There is storm sewer in Division Street at the intersection with Valley Lane. This system extends in Valley Lane all the way to Portage Avenue and is the outlet for the Portage Avenue storm sewer system. A portion of this storm sewer system lies under Frankie Lane, just south of Portage Lane. The north block of Frankie Lane, along Coborn's Grocery Store relies on overland flow to direct drainage south into the above existing storm sewer system. It is anticipated that all

of this storm sewer system would be replaced and possible a retention area needed along the south side of Division Street as part of this project.

This project would be a full street and utility reconstruction project. Given this project's proximity to the Edgewood Mobile Home Park, any improvements or significant changes to the mobile home park would likely trigger this project. The estimated total project cost for this project is \$2,600,000.

5.2.20 Lake and Vine Streets

This project includes the reconstruction of Lake and Vines Streets between Forest Avenue and Mora Lake. The project is shown on Figure 2. The street pavement on these sections of Edwards Avenue rated from 5 to 7 on a scale of 1 to 10.

Public works staff did not identify issues with the existing sanitary sewer mains in these streets but is anticipated that these are clay mains that should be replaced with the project. The existing water main in the project area is 4-inch and 6-inch CIP with a 12-inch raw water line in Vine Street near the fire hall that carries well water from well number 5 behind the firehall to water treatment plant. Public works did not note that this main has experienced significant water main breaks, but since it is CIP, it is recommended to replace it as part of the street project

Lake Street has an existing storm sewer system from Railroad Avenue that collects drainage near the area around city hall and carries it to Mora Lake. Similarly, Vine Street as a storm sewer main in its north block that discharges into Mora Lake. Public works as noted issues with these outlets due to the steep grade on the pipe and the pipe material wearing out. As noted in the Railroad Avenue Project discussion the downtown area needs additional storm water capacity. As part of this project, the new storm sewer mains would be sized to accommodate additional flow for larger storm events.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$3,000,000.

5.2.21 Little Ranches Road, Commercial Place and Rowland Road

This project includes the paving of Little Ranches Road, Commercial Place and Rowland Road. The project is shown on Figure 2. These roads are currently gravel and paving them has been previously discussed by the city. Also included in this project would be the installation of an 8-inch water main in Commercial Place to connect the existing dead-end water mains in Little Ranches and Rowland Roads.

This estimated total project cost for this project is \$900,000.

5.2.22 Industrial Park Phase 2

This project includes the installation of sanitary sewer and water main and construction of Industrial Road N, in the platted ROW of Phase 2 of the Industrial Park. The new water main would potentially extend to Industrial Park Boulevard to connect to the dead-end water main in Industrial Park Boulevard. The new street would be rural with ditches to match the existing sections of Industrial Road N.

The actual scope of this project is dependent on the potential development in Phase 2 of the park. If installed per the existing plat, the sanitary sewer and road would only extend far enough east to serve all the currently platted lots.

The estimated total project cost for this project is \$1,100,000.

5.3 Minor Projects

5.3.1 Mill and Overlay Projects

In addition to the major reconstruction projects, there are other streets that need to be reconstructed, but utilities in these streets are in good shape and has adequate capacity to handle current and future flows. These streets also have existing storm sewer systems.

In these streets, milling of existing pavement and adding curb and gutter, as needed, together with repaving can improve the status of these streets. Table 2 below and Figure 1 show the cost and locations of these streets.

Table 5-2 – Mill & Overlay Project List

Project	Cost
Industrial Road	\$850,000
Ford Ave, White Pine Ct, Westwood Circle	\$160,000
Villa Drive Neighborhood	\$250,000
Pine & Spruce Streets	\$105,000
Westside Streets	\$450,000
Oslin Road & Valhalla Circle	\$350,000
Total	\$2,165,000

The estimated costs for the mill and overlay project areas is \$2,165,000. Table 1 at the end of this report provides a breakdown of the estimated costs for these projects.

5.3.2 Sanitary Sewer and Trenchless Repair

In addition to the previous major and minor street construction, there are some streets that are in good condition, but the sewer pipes need some attention. The pipes may have some cracks or separated joints and trenchless repair can be the most economical way to take care of these problems without having to disturb a good to excellent street surface. These repairs can be accomplished by means of slip lining of sanitary sewer pipes; this will extend the life of the sanitary sewer system until it is time to reconstruct these streets. These repair areas were listed in Section 4.2. Their estimated costs are broken out in Table 1, with the total cost to line these areas estimated to be \$1,500,000.

5.4 Conclusion

We recommend that the City consult their financial advisor, bond counsel, attorney and the citizens of the community to confirm and refine the Capital Improvement Plan scope, schedule and finance plan.

Please note that the cost estimates, phasing, and schedule are intended to be used for planning and budgeting purposes. The construction costs were based on 2022 bid prices. A Feasibility Report/Engineering Report should be completed before design and bidding of projects as they are authorized.

Periodically the estimated project costs for the projects identified in this CIP should be reviewed and adjusted based on the Construction Cost Index (CCI) to keep the estimated project costs current for budgeting and planning purposes.

Tables

Table 1 – Detailed Cost Estimates

Description	FACILITYID	STREETCONC	Beginning Street	End Street	Pavement Rating	Length (Ft)	WM year	WM size	WM Cost	San cost	Storm Cost	Street Cost	Sidewalk Y/N	Sidewalk Cost	C&G Y/N	C&G Cost	Street Width	Total Cost	
FOREST AVE W	211	FOREST AVE W	WEST END	LOCUST ST	4	971			\$203,910	\$262,170	\$203,910	\$189,345	N		\$0	Y	\$72,825	34	\$932,160
	107	FOREST AVE W	LOCUST ST	S GROVE ST	3	567			\$119,070	\$153,090	\$119,070	\$110,565	N		\$0	Y	\$42,525	36	\$544,320
	52	LOCUST ST	FOREST AVE W	S GROST ST	3	904			\$189,840	\$0	\$0	\$176,280	N		\$0	N	\$0	14	\$366,120
WM EXTENSION BETWEEN FOREST AVE W & BEAN AVE	N/A	N/A	FOREST AVE W	BEAN AVE	N/A	605			\$127,050	\$0	\$0	\$0		\$0		\$0		\$127,050	
	Total Project Cost																	\$1,969,650	
4TH ST	164	4TH ST	WOOD ST		3	370			\$77,700	\$99,900	\$77,700	\$72,150	N		\$0	Y	\$27,750	37	\$355,200
	216	4TH ST		CEDAR ST	3	283			\$59,430	\$76,410	\$59,430	\$55,185	N		\$0	Y	\$21,225	23	\$271,680
	227	CEDAR ST	4TH ST	NORTH END	5	213			\$44,730	\$57,510	\$44,730	\$41,535	N		\$0	N	\$0	23	\$188,505
	77	N PARK ST	1ST ST	2ND ST	4	307			\$64,470	\$82,890	\$64,470	\$59,865	N		\$0	Y	\$23,025	26	\$294,720
	82	1ST ST	N GROVE ST	WOOD ST	6	378			\$79,380	\$102,060	\$79,380	\$73,710	N		\$0	Y	\$28,350	23	\$362,880
	221	1ST ST	WOOD ST	N PARK ST	3	334			\$70,140	\$90,180	\$70,140	\$65,130	N		\$0	Y	\$25,050	26	\$320,640
	119	2ND ST	N GROVE ST	WOOD ST	5	381			\$80,010	\$102,870	\$80,010	\$74,295	N		\$0	Y	\$28,575	28	\$365,760
	17	2ND ST	WOOD ST	N PARK ST	6	329			\$69,090	\$88,830	\$69,090	\$64,155	N		\$0	Y	\$24,675		\$315,840
	Total Project Cost																	\$2,475,225	
N WOOD ST	228	N WOOD ST	W MAPLE AVE	1ST ST	6	376			\$78,960	\$101,520	\$78,960	\$73,320	WEST SIDE		\$8,460	Y	\$28,200	50	\$369,420
	144	N WOOD ST	1ST ST	2ND ST	8	345			\$72,450	\$93,150	\$72,450	\$67,275	WEST SIDE		\$7,763	Y	\$25,875	37	\$338,963
	237	N WOOD ST	2ND ST	4TH ST	8	739			\$155,190	\$199,530	\$155,190	\$144,105	WEST SIDE		\$16,628	Y	\$55,425	37	\$726,068
	137	N WOOD ST	4TH ST		8	596			\$125,160	\$160,920	\$125,160	\$116,220	N		\$0	Y	\$44,700	38	\$572,160
	66	N WOOD ST		7TH ST	8	302			\$63,420	\$81,540	\$63,420	\$58,890	N		\$0	Y	\$22,650	38	\$289,920
Total Project Cost																	\$2,296,530		
2ND ST, 3RD ST	233	2ND ST	W MAPLE AVE	EVERGREEN ST	6	567			\$119,070	\$153,090	\$119,070	\$110,565	N		\$0	Y	\$42,525	32	\$544,320
	84	3RD ST	W MAPLE AVE		4	698			\$146,580	\$188,460	\$146,580	\$136,110	N		\$0	Y	\$52,350	30	\$670,080
	208	3RD ST		N GROVE ST	5	432			\$90,720	\$116,640	\$90,720	\$84,240	N		\$0	Y	\$32,400	30	\$414,720
Total Project Cost																	\$1,629,120		
RAILROAD AVE	39	NW RAILROAD AVE	N GROVE ST	N WOOD ST	7	385			\$80,850	\$103,950	\$103,950	\$75,075	N		\$0	NORTH SIDE	\$14,438	32	\$378,263
	73	NW RAILROAD AVE	N WOOD ST	N PARK ST	7	379			\$79,590	\$102,330	\$102,330	\$73,905	NORTH SIDE		\$8,528	NORTH SIDE	\$14,213	34	\$380,895
	169	NW RAILROAD AVE	N PARK ST	N UNION ST	7	386			\$81,060	\$104,220	\$104,220	\$75,270	NORTH SIDE		\$8,685	Y	\$28,950	58	\$402,405
	130	NE RAILROAD AVE	N UNION ST	N LAKE ST	5	380			\$79,800	\$102,600	\$102,600	\$74,100	NORTH SIDE		\$8,550	Y	\$28,500	54	\$396,150
	158	NE RAILROAD AVE	N LAKE ST	N VINE ST	6	382			\$80,220	\$103,140	\$103,140	\$74,490	N		\$0	NORTH SIDE	\$14,325	34	\$375,315
	239	RAILROAD AVE SE	S PARK ST	S UNION ST	6	386			\$81,060	\$104,220	\$81,060	\$75,270	SOUTH SIDE		\$8,685	Y	\$28,950	54	\$379,245
	60	RAILROAD AVE SE	S UNION ST	S LAKE ST	6	383			\$80,430	\$103,410	\$80,430	\$74,685	SOUTH SIDE		\$8,618	Y	\$28,725	47	\$376,298
	45	N WOOD ST	W MAPLE AVE	NW RAILROAD AVE	6	363			\$76,230	\$98,010	\$76,230	\$70,785	N		\$0	Y	\$27,225	37	\$348,480
	153	S WOOD ST	NW RAILROAD AVE	FOREST AVE W	6	457			\$95,970	\$123,390	\$95,970	\$89,115	N		\$0	Y	\$34,275	40	\$438,720
	Total Project Cost																	\$3,475,770	
FAIR AVE	29	FAIR AVE	WEST END	RIVERSIDE ST	6	467			\$0	\$0	\$0	\$35,025	N		\$0	Y	\$35,025	38	\$70,050
	99	FAIR AVE	RIVERSIDE ST	WOODLAND ST	6	391			\$0	\$0	\$0	\$29,325	N		\$0	Y	\$29,325	38	\$58,650
	125	FAIR AVE	WOODLAND ST	S GROVE ST	5	494			\$0	\$0	\$0	\$37,050	N		\$0	Y	\$37,050	37	\$74,100
	171	FAIR AVE	S GROVE ST	S WOOD ST	5	386			\$0	\$0	\$0	\$28,950	N		\$0	Y	\$28,950	38	\$57,900
	100	FAIR AVE	S WOOD ST	S PARK ST	5	370			\$0	\$0	\$0	\$27,750	N		\$0	Y	\$27,750	38	\$55,500
	219	FAIR AVE	S PARK ST	S UNION ST	5	385			\$0	\$0	\$0	\$28,875	N		\$0	Y	\$28,875	38	\$57,750
	242	FAIR AVE	S UNION ST	WATKINS ST	6	332			\$0	\$0	\$0	\$24,900	N		\$0	Y	\$24,900	37	\$49,800
	193	FAIR AVE	WATKINS ST	McLEAN ST	6	322			\$0	\$0	\$0	\$24,150	N		\$0	Y	\$24,150	37	\$48,300
	113	FAIR AVE	McLEAN ST	MORRISON ST	6	308			\$0	\$0	\$0	\$23,100	N		\$0	Y	\$23,100	37	\$46,200
	165	FAIR AVE	MORRISON ST	CLARK ST	6	327			\$0	\$0	\$0	\$24,525	N		\$0	Y	\$24,525	37	\$49,050
Total Project Cost																	\$567,300		
BEAN AVE	90	BEAN AVE	WEST END	RIVERSIDE ST	6	551					\$148,770	\$107,445	N		\$0	Y	\$41,325	29	\$297,540
	55	BEAN AVE	RIVERSIDE ST	S GROVE ST	6	881					\$237,870	\$171,795	N		\$0	Y	\$66,075	36	\$475,740
Total Project Cost																	\$773,280		
SUMMIT & ACORN	30	SUMMIT LN	PORTAGE AVE	CAROL AVE	6	943			\$198,030	\$254,610	\$198,030	\$183,885	N		\$0	Y	\$70,725	37	\$905,280
	120	SUMMIT LN	CAROL AVE	NORTH END	6	79			\$16,590	\$21,330	\$16,590	\$15,405	N		\$0	Y	\$5,925	37	\$75,840
	16	ACORN LN	PORTAGE AVE	COBORN'S ENT	6	485			\$101,850	\$130,950	\$101,850	\$94,575	N		\$0	Y	\$36,375	37	\$465,600
	155	ACORN LN	COBORN'S ENT	CAROL AVE	6	455			\$95,550	\$122,850	\$95,550	\$88,725	N		\$0	Y	\$34,125	37	\$436,800
	160	PINE GROVE ST	SOUTHEAST END	SOUTHWEST END	1	264			\$55,440	\$71,280	\$55,440	\$51,480	N		\$0	N	\$0	18	\$233,640
	185	CAROL AVE	SUBWAY	ACORN LN	5	68			\$14,280	\$18,360	\$14,280	\$13,260	N		\$0	Y	\$5,100	46	\$65,280
	61	CAROL AVE	ACORN LN	SUMMIT LN	6	408			\$85,680	\$110,160	\$85,680	\$79,560	N		\$0	Y	\$30,600	37	\$391,680
Total Project Cost																	\$2,574,120		
PORTAGE AVE	190	PORTAGE AVE	SERVICE DR	EDGEWOOD LN	5	320			\$67,200	\$86,400	\$67,200	\$62,400	N		\$0	Y	\$24,000	38	\$307,200
	133	PORTAGE AVE	EDGEWOOD LN	FRANKIE LN	5	171			\$35,910	\$46,170	\$35,910	\$33,345	N		\$0	Y	\$12,825	38	\$164,160
	275	PORTAGE AVE	FRANKIE LN	MORA REGENCY A	4	252			\$52,920	\$68,040	\$52,920	\$49,140	N		\$0	Y	\$18,900	37	\$241,920
	276	PORTAGE AVE	MORA REGENCY A	ACORN LN	4	122			\$25,620	\$32,940	\$25,620	\$23,790	N		\$0	Y	\$9,150	37	\$117,120
	278	PORTAGE AVE	ACORN LN	MORA REGENCY B	4	271			\$56,910	\$73,170	\$56,910	\$52,845	N		\$0	Y	\$20,325	37	\$260,160
	277	PORTAGE AVE	MORA REGENCY B	SUMMIT LN	4	114			\$23,940	\$30,780	\$23,940	\$22,230	N		\$0	Y	\$8,550	37	\$109,440

	271	PORTAGE AVE	SUMMIT LN	MORA REGENCY C	5	270	\$56,700	\$72,900	\$56,700	\$52,650 N	\$0 Y	\$20,250	37	\$259,200
	268	PORTAGE AVE	MORA REGENCY C	S WALNUT ST	5	271	\$56,910	\$73,170	\$56,910	\$52,845 N	\$0 Y	\$20,325	37	\$260,160
											\$0	Total Project Cost		\$1,719,360
											\$0			
MORRISON ST	58	MORRISON ST	FRONTAGE ROAD	FAIR AVE	0 (GRAVEL)	613	\$128,730	\$165,510	\$128,730	\$119,535 N	\$0 N	\$0		\$542,505
	142	MORRISON ST	FAIR AVE	DION AVE	6	566	\$118,860	\$152,820	\$118,860	\$110,370 N	\$0 Y	\$42,450	38	\$543,360
	223	MORRISON ST	DION AVE	EDWARDS AVE	6	473	\$99,330	\$127,710	\$99,330	\$92,235 Y	\$21,285 Y	\$35,475	38	\$475,365
	184	MORRISON ST	EDWARDS AVE	HOWE AVE	6	476	\$99,960	\$128,520	\$99,960	\$92,820 N	\$0 Y	\$35,700	38	\$456,960
	62	HOWE AVE	McLEAN ST	S VINE ST	5	114	\$23,940	\$30,780	\$23,940	\$22,230 N	\$0 Y	\$8,550	43	\$109,440
	103	HOWE AVE	S VINE ST	MORRISON ST	5	202	\$42,420	\$54,540	\$42,420	\$39,390 N	\$0 Y	\$15,150	37	\$193,920
	104	HOWE AVE	MORRISON ST	CLARK ST	4	322	\$67,620	\$86,940	\$67,620	\$62,790 N	\$0 Y	\$24,150	37	\$309,120
	70	S VINE ST	HOWE AVE	FOREST AVE E	5	290	\$60,900	\$78,300	\$60,900	\$56,550 N	\$0 Y	\$21,750	43	\$278,400
											\$0	Total Project Cost		\$2,909,070
											\$0			
WATKINS ST	134	WATKINS ST	FORD AVE	FAIR AVE	4	540	\$113,400	\$145,800	\$113,400	\$105,300 EAST SIDE	\$12,150 Y	\$40,500	37	\$530,550
	53	WATKINS ST	FAIR AVE	DION AVE	6	562	\$118,020	\$151,740	\$118,020	\$109,590 N	\$0 Y	\$42,150	37	\$539,520
	201	WATKINS ST	DION AVE	EDWARDS AVE	7	471	\$98,910	\$127,170	\$98,910	\$91,845 N	\$0 Y	\$35,325	37	\$452,160
	97	WATKINS ST	EDWARDS AVE	HOWE AVE	6	464	\$97,440	\$125,280	\$97,440	\$90,480 N	\$0 Y	\$34,800	37	\$445,440
	192	HOWE AVE	S UNION ST	WATKINS ST	3	341	\$71,610	\$92,070	\$71,610	\$66,495 N	\$0 Y	\$25,575	37	\$327,360
	191	HOWE AVE	WATKINS ST	S LAKE ST	5	50	\$10,500	\$13,500	\$10,500	\$9,750 N	\$0 Y	\$3,750	37	\$48,000
	65	HOWE AVE	S LAE ST	McLEAN ST	5	262	\$55,020	\$70,740	\$55,020	\$51,090 NORTH SIDE	\$5,895 Y	\$19,650	43	\$257,415
	206	S LAKE ST	HOWE AVE	FOREST AVE E	7	286	\$60,060	\$77,220	\$60,060	\$55,770 Y	\$12,870 Y	\$21,450	44	\$287,430
												Total Project Cost		\$2,887,875
McLEAN STREET	108	McLEAN ST	FRONTAGE ROAD	FAIR AVE	6	858	\$180,180	\$231,660	\$180,180	\$167,310 N	\$0 Y	\$64,350	37	\$823,680
	121	McLEAN ST	FAIR AVE	DION AVE	5	568	\$119,280	\$153,360	\$119,280	\$110,760 N	\$0 Y	\$42,600	37	\$545,280
	209	McLEAN ST	DION AVE	EDWARDS AVE	4	471	\$98,910	\$127,170	\$98,910	\$91,845 N	\$0 Y	\$35,325	37	\$452,160
	150	McLEAN ST	EDWARDS AVE	HOWE AVE	5	479	\$100,590	\$129,330	\$100,590	\$93,405 Y	\$21,555 Y	\$35,925	37	\$481,395
											\$0	Total Project Cost		\$2,302,515
											\$0			
DION AVE	199	DION AVE	S UNION ST	WATKINS ST	6	337		\$90,990	\$70,770	\$65,715 Y	\$15,165 Y	\$25,275	37	\$267,915
	168	DION AVE	WATKINS ST	McLEAN ST	7	168		\$45,360	\$35,280	\$32,760 N	\$0 Y	\$12,600	37	\$126,000
	96	DION AVE	McLEAN ST	MORRISON ST	4	313		\$84,510	\$65,730	\$61,035 N	\$0 Y	\$23,475	37	\$234,750
	67	DION AVE	MORRISON ST	CLARK ST	4	318		\$85,860	\$66,780	\$62,010 N	\$0 Y	\$23,850	37	\$238,500
											\$0	Total Project Cost		\$867,165
											\$0			
EDWARDS AVE	220	EDWARDS AVE	S UNION ST	WATKINS ST	7	340	\$71,400		\$71,400	\$66,300 N	\$0 Y	\$25,500	37	\$234,600
	212	EDWARDS AVE	WATKINS ST	McLEAN ST	5	316	\$66,360		\$66,360	\$61,620 N	\$0 Y	\$23,700	37	\$218,040
	229	EDWARDS AVE	McLEAN ST	MORRISON ST	5	316			\$66,360	\$61,620 N	\$0 Y	\$23,700	37	\$151,680
	102	EDWARDS AVE	MORRISON ST	CLARK ST	4	313			\$65,730	\$61,035 N	\$0 Y	\$23,475	37	\$150,240
											\$0	Total Project Cost		\$754,560
											\$0			
WEST CENTRAL AVE WATERMAIN	195	W CENTRAL AVE	W MAPLE AVE	N GROVE ST	6	1375	\$288,750	\$371,250	\$288,750	\$268,125 N	\$0 Y	\$103,125	32	\$1,320,000
	N/A	W MAPLE AVE	W CENTRAL ST	3RD ST		664	\$139,440	\$0	\$0	\$0 N	\$0 N	\$0		\$139,440
											\$0	Total Project Cost		\$1,459,440
											\$0			
EDGEWOOD LANE	115	EDGEWOOD LN	DIVISION ST	PORTAGE AVE	6	1082	\$227,220	\$292,140	\$227,220	\$210,990 N	\$0 Y	\$81,150	37	\$1,038,720
											\$0	Total Project Cost		\$1,038,720
											\$0			
CLARK ST	117	CLARK ST	FRONTAGE ROAD	FAIR AVE	7	147	\$30,870	\$39,690	\$30,870	\$28,665 N	\$0 Y	\$11,025	37	\$141,120
	76	CLARK ST	FAIR AVE	DION AVE	7	559	\$117,390	\$150,930	\$117,390	\$109,005 N	\$0 Y	\$41,925	37	\$536,640
	154	CLARK ST	DION AVE	EDWARDS AVE	7	474	\$99,540	\$127,980	\$99,540	\$92,430 N	\$0 Y	\$35,550	37	\$455,040
	94	CLARK ST	EDWARDS AVE	WELIA ENT	7	300	\$63,000	\$81,000	\$63,000	\$58,500 EAST SIDE	\$6,750 Y	\$22,500	37	\$294,750
	151	CLARK ST	WELIA ENT	HOWE AVE	7	168	\$35,280	\$45,360	\$35,280	\$32,760 EAST SIDE	\$3,780 Y	\$12,600	37	\$165,060
	31	CLARK ST	HOWE AVE	FOREST AVE E	7	346	\$72,660	\$93,420	\$72,660	\$67,470 N	\$0 Y	\$25,950	37	\$332,160
											\$0	Total Project Cost		\$1,924,770
											\$0			
DIV ST & FRANKIE LN	186	DIVISION ST	FRONTAGE ST	EDGEWOOD LN	7	179	\$37,590	\$48,330	\$48,330	\$34,905 N	\$0 N	\$0	28	\$169,155
	225	DIVISION ST	EDGEWOOD LN	ARTHUR LN	4	195	\$40,950	\$52,650	\$52,650	\$38,025 N	\$0 N	\$0	23	\$184,275
	129	DIVISION ST	ARTHUR LN	VALLEY LN	4	182	\$38,220	\$49,140	\$49,140	\$35,490 N	\$0 N	\$0	23	\$171,990
	14	DIVISION ST	VALLEY LN	MALMGREN LN	4	500	\$105,000	\$135,000	\$135,000	\$97,500 N	\$0 N	\$0	30	\$472,500
	86	DIVISION ST	MALMGREN LN	KRISTI LN	5	200	\$42,000	\$54,000	\$54,000	\$39,000 N	\$0 N	\$0	21	\$189,000
	21	DIVISION ST	KRISTI LN	FRANKIE LN	5	190	\$39,900	\$51,300	\$51,300	\$37,050 N	\$0 N	\$0	21	\$179,550
	19	FRANKIE LN	DIVISION ST	KENWOOD LN	7	130	\$27,300	\$35,100	\$35,100	\$25,350 N	\$0 N	\$0	21	\$122,850
	202	FRANKIE LN	KENWOOD LN	KRISTI LN	4	159	\$33,390	\$42,930	\$42,930	\$31,005 N	\$0 N	\$0	21	\$150,255
	13	FRANKIE LN	KRISTI LN	MALMGREN LN	4	319	\$66,990	\$86,130	\$86,130	\$62,205 N	\$0 N	\$0	21	\$301,455
	270	FRANKIE LN	MALMGREN LN	MORA REGENCY H	5	112	\$23,520	\$30,240	\$30,240	\$21,840 N	\$0 N	\$0	21	\$105,840
	269	FRANKIE LN	MORA REGENCY H	VALLEY LN	3	193	\$40,530	\$52,110	\$52,110	\$37,635 N	\$0 N	\$0	21	\$182,385
	174	FRANKIE LN	VALLEY LN	ARTHUR LN (EXT)	3	266	\$55,860	\$71,820	\$71,820	\$51,870 N	\$0 N	\$0	21	\$251,370
	138	FRANKIE LN	ARTHUR LN (EXT)	PORTAGE AVE	4	121	\$25,410	\$32,670	\$32,670	\$23,595 N	\$0 N	\$0	21	\$114,345
											\$0	Total Project Cost		\$2,594,970
											\$0			
LAKE & VINE ST	116	S LAKE ST	FOREST AVE E	RAILROAD AVE SE	7	353	\$74,130	\$95,310	\$74,130	\$68,835 Y	\$15,885 Y	\$26,475	54	\$354,765
	175	S LAKE ST	RAILROAD AVE SE	RAILRAOD AVE NE	7	123	\$25,830	\$33,210	\$25,830	\$23,985 Y	\$5,535 Y	\$9,225	54	\$123,615
	187	N LAKE ST	RAILROAD AVE NE	E MAPLE AVE	7	353	\$74,130	\$95,310	\$74,130	\$68,835 Y	\$15,885 Y	\$26,475	49	\$354,765

	197	N LAKE ST	E MAPLE AVE	NORTH END	5	272	\$57,120	\$73,440	\$57,120	\$53,040	Y	\$12,240	Y	\$20,400	46	\$273,360
	80	S VINE ST	FOREST AVE E	RAILROAD AVE NE	6	467	\$98,070	\$126,090	\$98,070	\$91,065	Y	\$21,015	Y	\$35,025	48	\$469,335
	54	N VINE ST	RAILROAD AVE NE	E MAPLE AVE	5	358	\$75,180	\$96,660	\$75,180	\$69,810	Y	\$16,110	Y	\$26,850	57	\$359,790
	135	N VINE ST	E MAPLE AVE	NORTH END	7	958	\$201,180	\$258,660	\$201,180	\$186,810	Y	\$43,110	Y	\$71,850	38	\$962,790
												\$0		Total Project Cost		\$2,898,420
												\$0				
LITTLE RANCHES RD	355	LITTLE RANCHES RD	FRONTAGE RD	COMMERCIAL PLACE	0	483			\$101,430	\$94,185	N	\$0	N	\$0	29	\$195,615
COMMERICAL PLACE	322	COMMERCIAL PLAC	LITTLE RANCHES RD	ROWLAND PLACE	0	874	\$183,540			\$170,430	N	\$0	N	\$0		\$353,970
ROWLAND ROAD	331	ROWLAND ROAD	FRONTAGE ROAD	WEST END	0	867				\$169,065	N	\$0	N	\$0	28	\$169,065
WATERMAIN LOOP	N/A					874	\$183,540	\$0	\$0	\$0	N	\$0	N	\$0		\$183,540
												\$0		Total Project Cost		\$902,190
												\$0				
FORD AVE	27	FORD AVE	S UNION ST	WATKINS ST	4	350	\$0	\$0	\$0	\$26,250	N	\$0	N	\$0	37	\$26,250
WHITE PINE CT	265	WHITE PINE CT	S UNION ST	WEST END	4	887	\$0	\$0	\$0	\$66,525	N	\$0	N	\$0	32	\$66,525
WESTWOOD CIRCLE	112	WESTWOOD CIRCLE	S UNION ST	WEST END	4	781	\$0	\$0	\$0	\$58,575	N	\$0	N	\$0	38	\$58,575
												\$0		Total Project Cost		\$151,350
												\$0				
INDUSTRIAL ROAD	147	INDUSTRIAL ROAD	E MAPLE ST	INDUSTRIAL PARK BLVD	6	871			\$0	\$169,845	N	\$0	N	\$0	29	\$169,845
	176	INDUSTRIAL ROAD	INDUSTIAL PARK BLVD	NE END	5	821			\$0	\$160,095	N	\$0	N	\$0	36	\$160,095
	172	INDUSTIRAL ROAD	NE END	TH 65	4	2616			\$0	\$510,120	N	\$0	N	\$0	36	\$510,120
							\$0	\$0	\$0	\$0	N	\$0	N	\$0		\$0
												\$0		Total Project Cost		\$840,060
												\$0				
VILLA DR, 7TH ST, VILLAGE GREEN PLACE	205	VILLA AVE	EAST END	SW END	7	637	\$0	\$0	\$0	\$47,775	N	\$0	N	\$0	37	\$47,775
VILLAGE GREEN LANE	32	VILLA AVE	SW END	7TH ST	7	167	\$0	\$0	\$0	\$12,525	N	\$0	N	\$0	37	\$12,525
	18	7TH STREET	WOOD ST	VILLA AVE	4	777	\$0	\$0	\$0	\$58,275	N	\$0	N	\$0	37	\$58,275
	101	UNION ST	7TH ST	VILLAGE GREEN LN	7	157	\$0	\$0	\$0	\$11,775	N	\$0	N	\$0	37	\$11,775
	24	VILLAGE GREEN LN	UNION ST	VILLAGE GREEN PLACE	3	204	\$0	\$0	\$0	\$15,300	N	\$0	N	\$0	30	\$15,300
	33	VILLAGE GREEN PL	N 9TH ST	VILLAGE GREEN LN	4	500	\$0	\$0	\$0	\$37,500	N	\$0	N	\$0	30	\$37,500
	28	VILLAGE GREEN LN	VILLAGE GREEN LN	N 9TH ST	4	776	\$0	\$0	\$0	\$58,200	N	\$0	N	\$0	30	\$58,200
												\$0		Total Project Cost		\$241,350
												\$0				
PINE STREET	63	N PINE STREET	E MAPLE AVE	SOUTH END	4	413	\$0	\$0	\$0	\$30,975	N	\$0	N	\$0	32	\$30,975
SPRUCE ST N	182	N SPRUCE ST	E MAPLE AVE	RAILROAD AVE NE	4	182	\$0	\$0	\$0	\$13,650	N	\$0	N	\$0	23	\$13,650
	213	RAILROAD AVE NE	N SPRUCE ST	S ELM ST	6	342	\$0	\$0	\$0	\$25,650	N	\$0	N	\$0	25	\$25,650
	95	S ELM ST	RAILROAD AVE NE	FOREST AVE E	7	460	\$0	\$0	\$0	\$34,500	N	\$0	N	\$0	40	\$34,500
												\$0		Total Project Cost		\$104,775
												\$0				
WEST SIDE MILL	143	RIVERSIDE ST	S UNION ST	FAIR OAKS DR	6	1527	\$0	\$0	\$0	\$114,525	N	\$0	N	\$0	37	\$114,525
	214	RIVERSIDE ST	FAIR OAKS DR	WOODLAND ST	6	425	\$0	\$0	\$0	\$31,875	N	\$0	N	\$0	37	\$31,875
	120	RIVERSIDE ST	WOODLAND ST	FAIR AVE W	6	79	\$0	\$0	\$0	\$5,925	N	\$0	N	\$0	37	\$5,925
	46	RIVERSIDE ST	FAIR AVE W	STEWART CT	6	586	\$0	\$0	\$0	\$43,950	N	\$0	N	\$0	32	\$43,950
	161	RIVERSIDE ST	STEWART CT	BEAN AVE	6	402	\$0	\$0	\$0	\$30,150	N	\$0	N	\$0	32	\$30,150
	177	FAIR OAKS DR	RIVERSIDE ST	WOODLAND ST	6	928	\$0	\$0	\$0	\$69,600	N	\$0	N	\$0	37	\$69,600
	56	WOODLAND ST	RIVERSIDE ST	FAIR OAKS DR	7	357	\$0	\$0	\$0	\$26,775	N	\$0	N	\$0	37	\$26,775
	163	WOODLAND ST	FAIR OAKS DR	FAIR AVE W	7	366	\$0	\$0	\$0	\$27,450	N	\$0	N	\$0	37	\$27,450
	22	WOODLAND ST	FAIR AVE W	NORTH END	6	646	\$0	\$0	\$0	\$48,450	N	\$0	N	\$0	37	\$48,450
	69	STEWART CT	RIVERSIDE ST	WEST END	5	540	\$0	\$0	\$0	\$40,500	N	\$0	N	\$0	37	\$40,500
												\$0		Total Project Cost		\$439,200
												\$0				
OSLIN ROAD	111	OSLIN RD	HOWE AVE	TH 23	7	869	\$182,490	\$0	\$0	\$65,175	N	\$0	N	\$0	25	\$247,665
												\$0		Total Project Cost		\$247,665
												\$0				
VALHALLA CIRCLE	321	VALHALLA CIR	HOWE AVE	HOWE AVE	5	1336	\$0	\$0	\$0	\$100,200	N	\$0	N	\$0	31	\$100,200
												\$0		Total Project Cost		\$100,200
												\$0				
VILLA AVE TO PL WM	N/A	N/A	VILLA AVE		N/A		\$0	\$0	\$0	\$0	N	\$0	N	\$0		\$0
												\$0		Total Project Cost		\$0
												\$0				
SANITARY SEWER LINING			TH 65	VILLAGE GREEN PLACE		1954		\$527,580			N	\$0	N	\$0		\$527,580
			VILLA AVE	7TH ST		830		\$224,100			N	\$0	N	\$0	54	\$224,100
		WOODLAND ST	FAIR AVE W	NORTH END		366		\$98,820			N	\$0	N	\$0	49	\$98,820
		FAIRFROUNDS				1213		\$327,510			N	\$0	N	\$0	46	\$327,510
		RR CORRIDOR	S ELM ST	N WALNUT ST		1203		\$324,810			N	\$0	N	\$0	48	\$324,810
							\$0	\$0	\$0	\$0	N	\$0	N	\$0	57	\$0
							\$0	\$0	\$0	\$0	N	\$0	N	\$0	38	\$0
												\$0		Total Project Cost		\$1,502,820
												\$0				

Figures

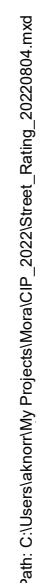
Street Rating (one page)

Project Locations (one page)

Sanitary Sewer Utilities (15 pages)

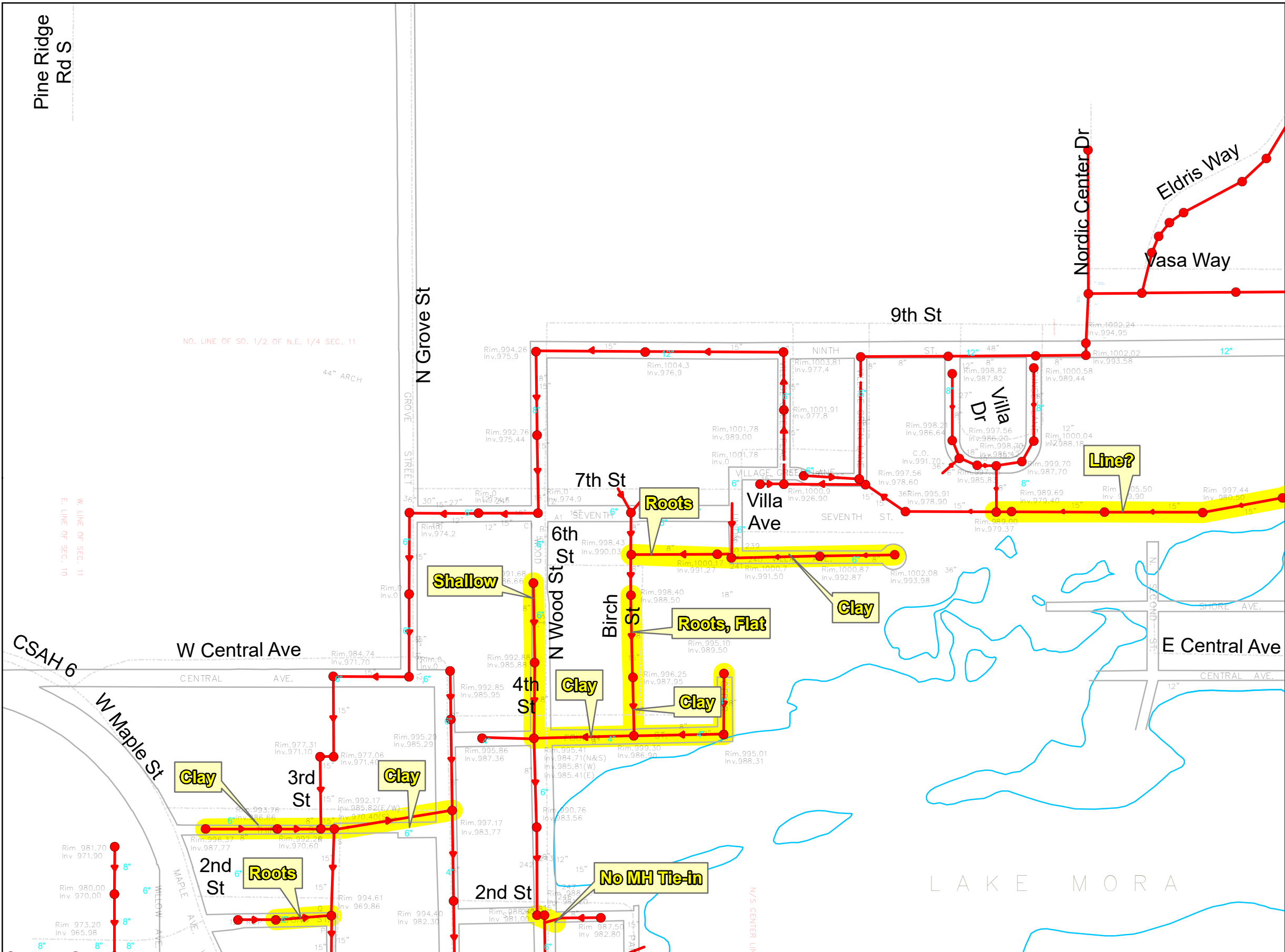
Storm Sewer Utilities (10 pages)

Water Utilities (10 pages)

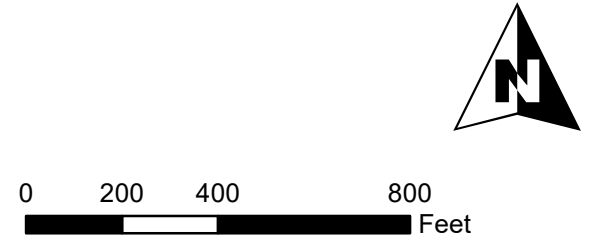
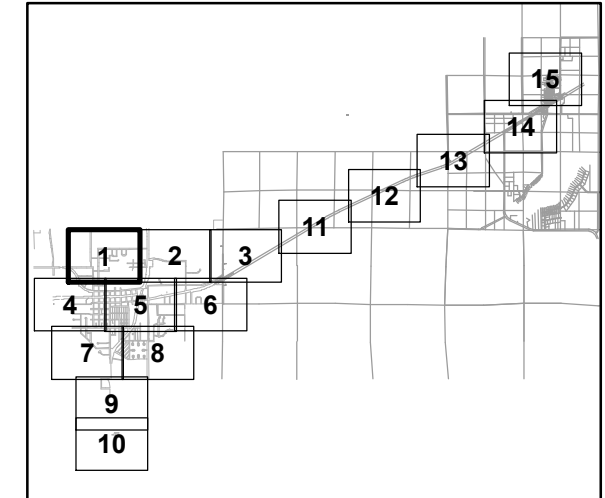




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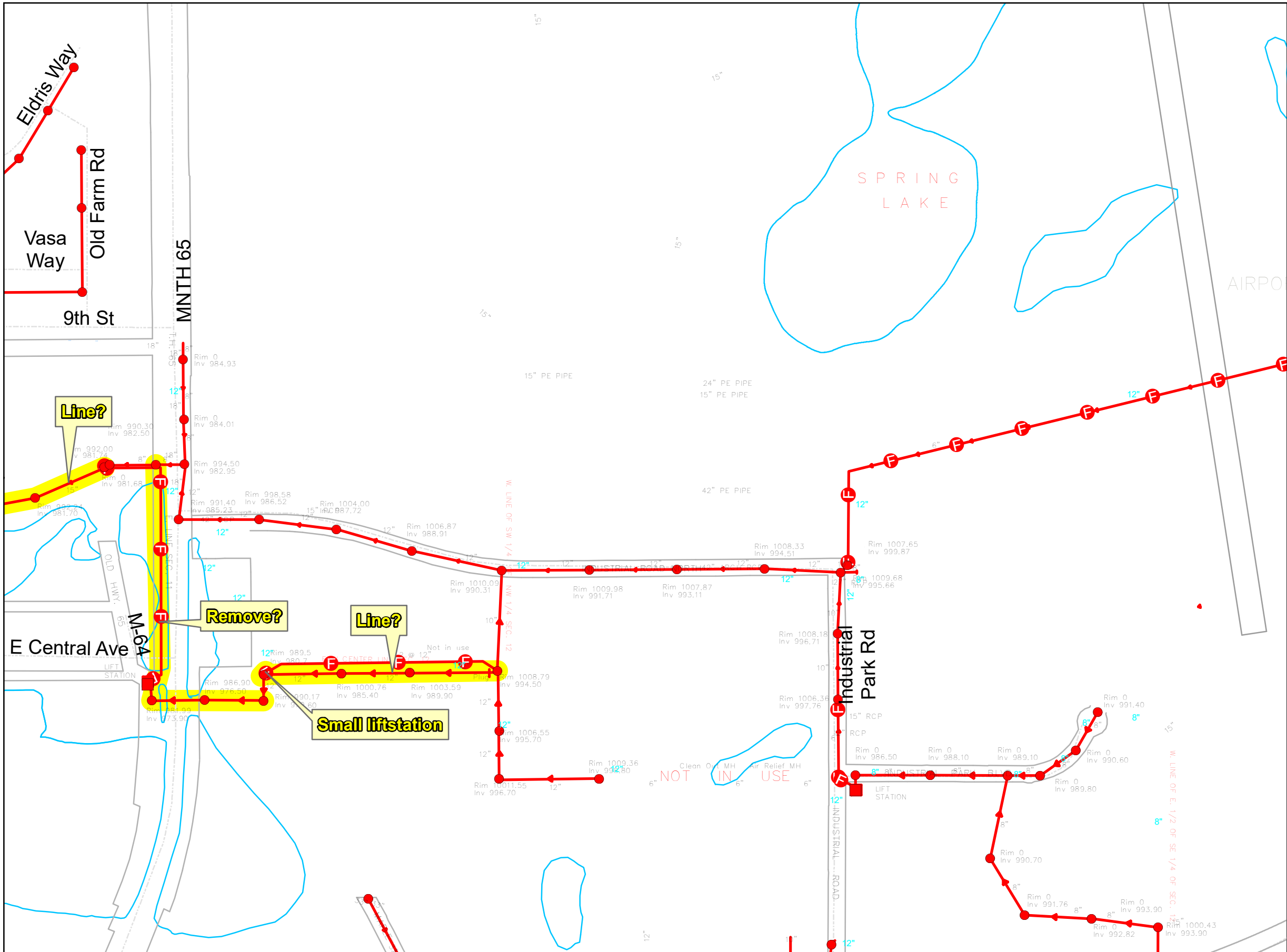


- Legend**
- Manhole
 - Liftstation
 - ▼ Cleanout and Air Release Valve
 - Sanitary Line
 - Sanitary Forcemain
 - Airport
 - Curb
 - Lotline
 - ROW
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 - Water
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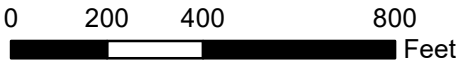
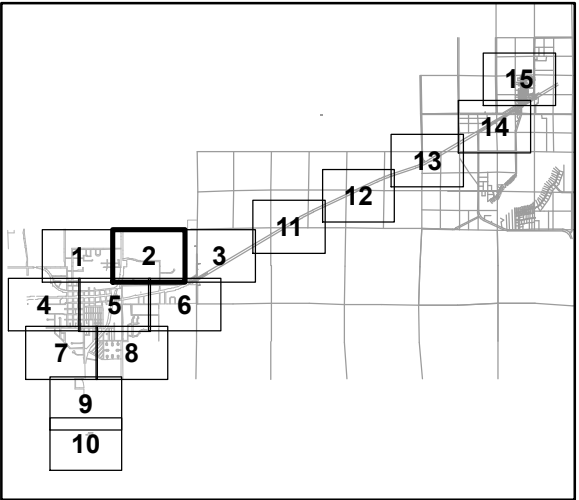


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- Legend**
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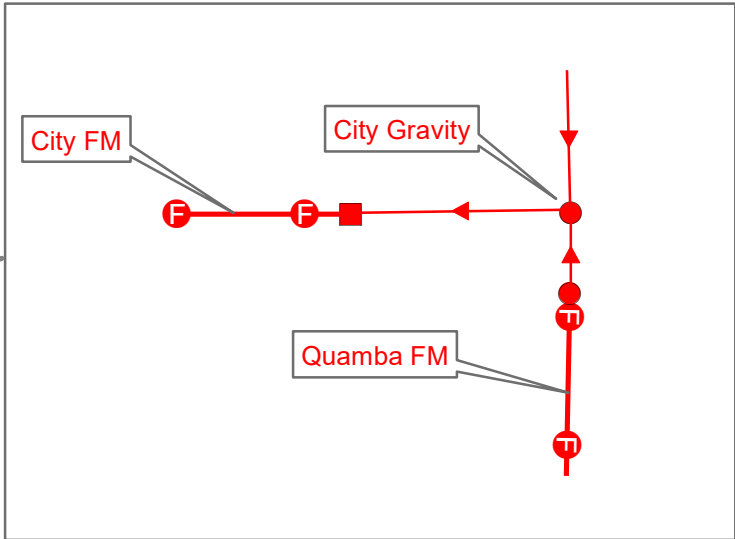
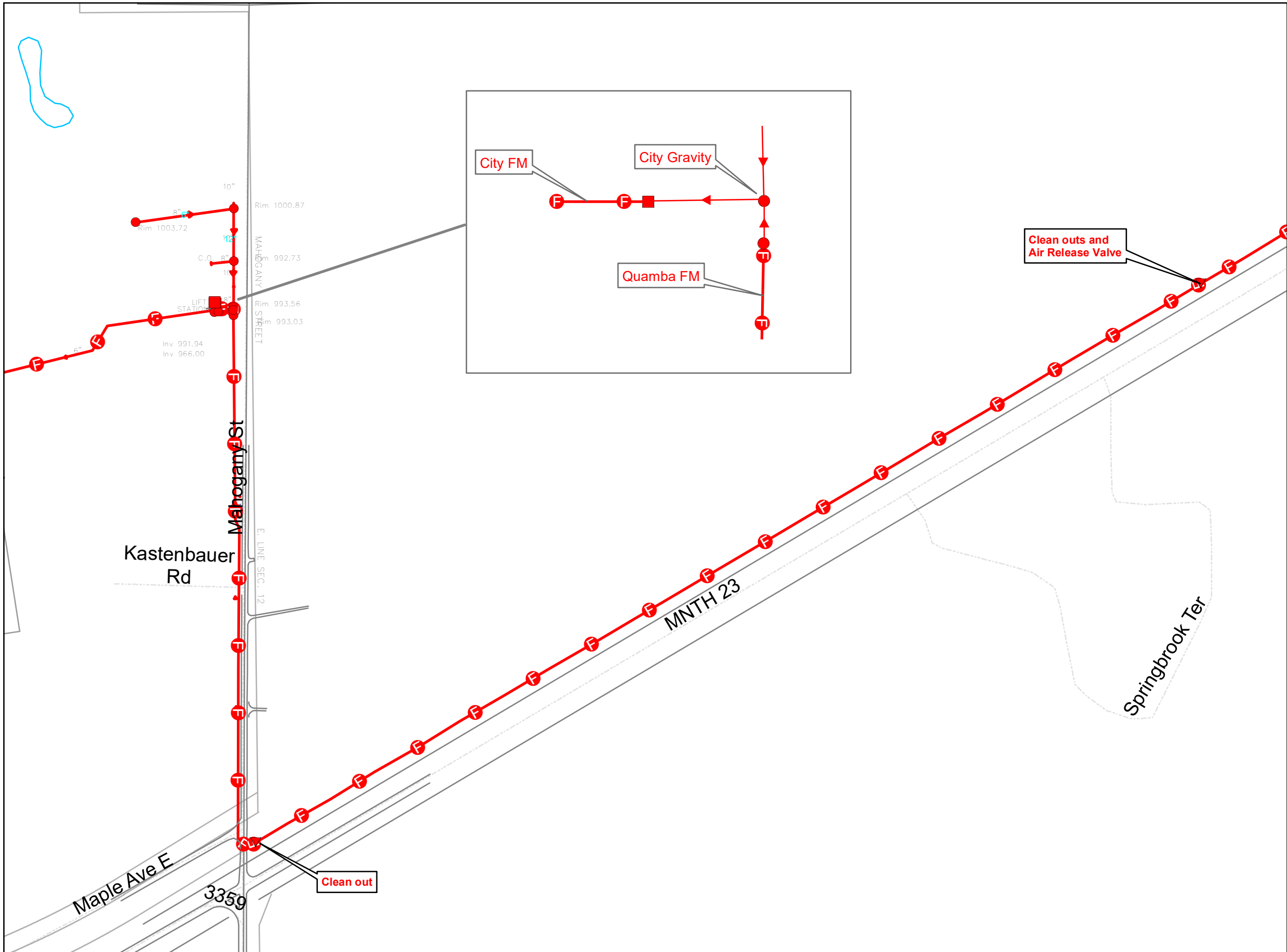
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Print Date: 9/21/2022

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Projection: Kanabec CC
Source: SEH Inc and City of Mora

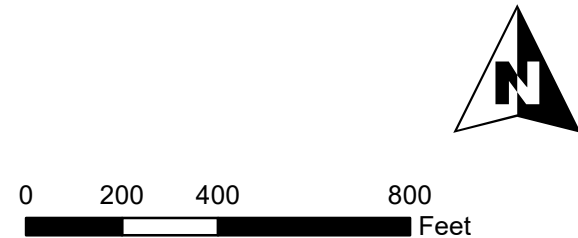
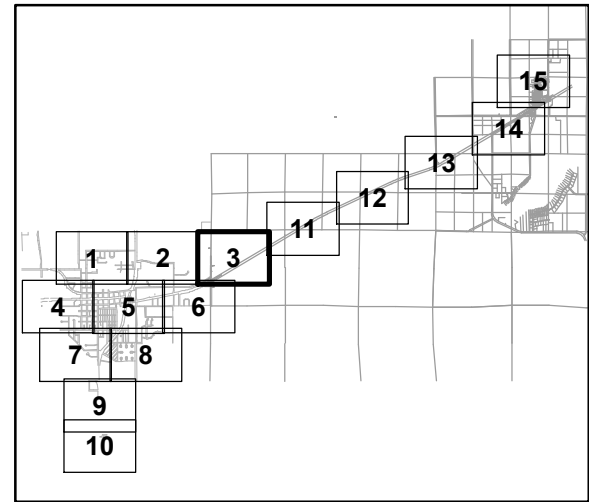
SANITARY SEWER UTILITES

Mora, Minnesota

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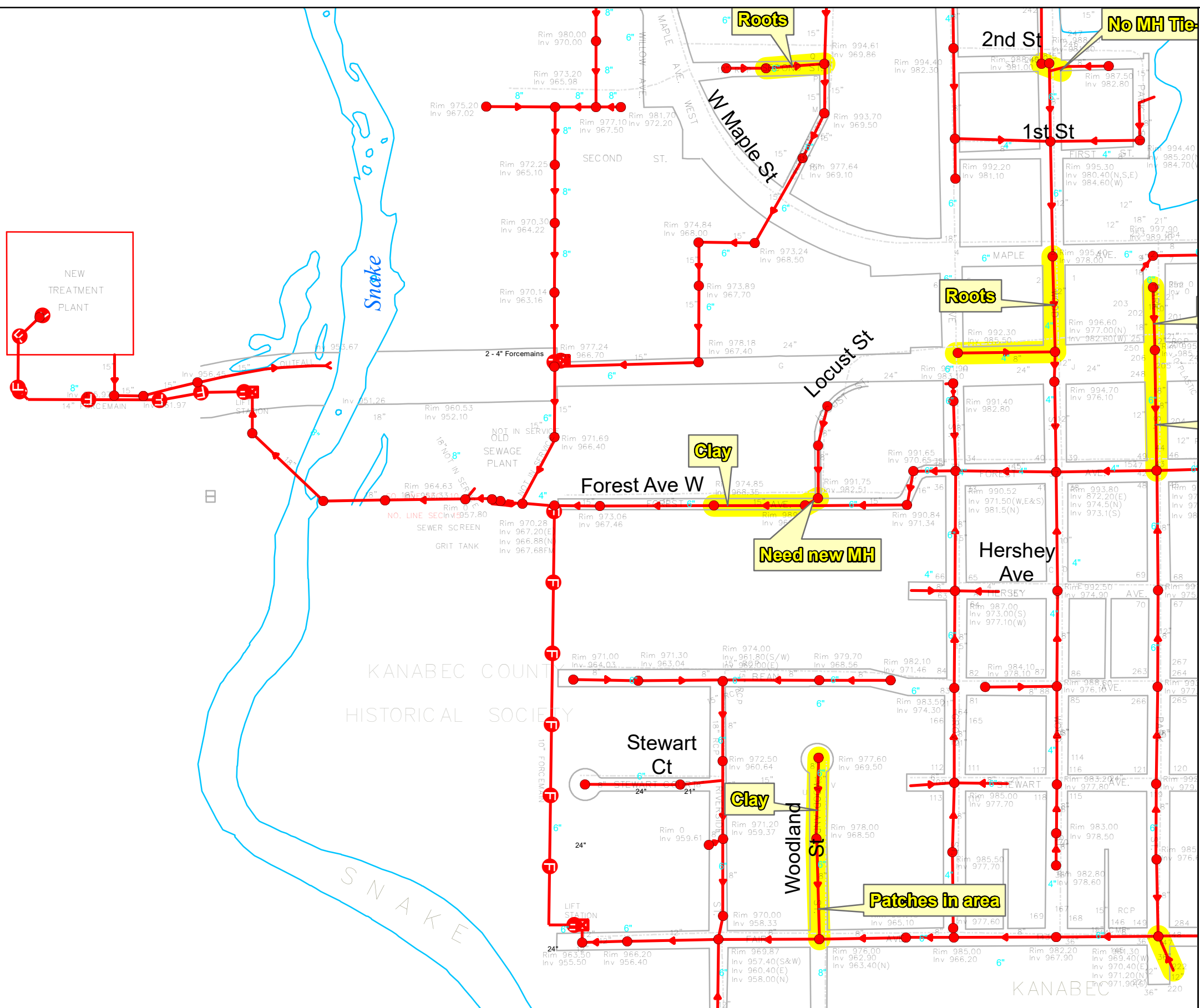
SANITARY SEWER UTILITES

Mora, Minnesota

Sanitary Sewer
Map Book

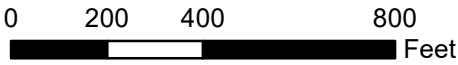
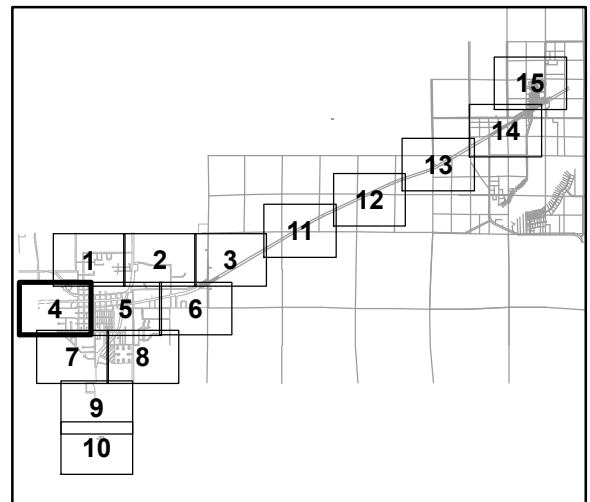
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Legend

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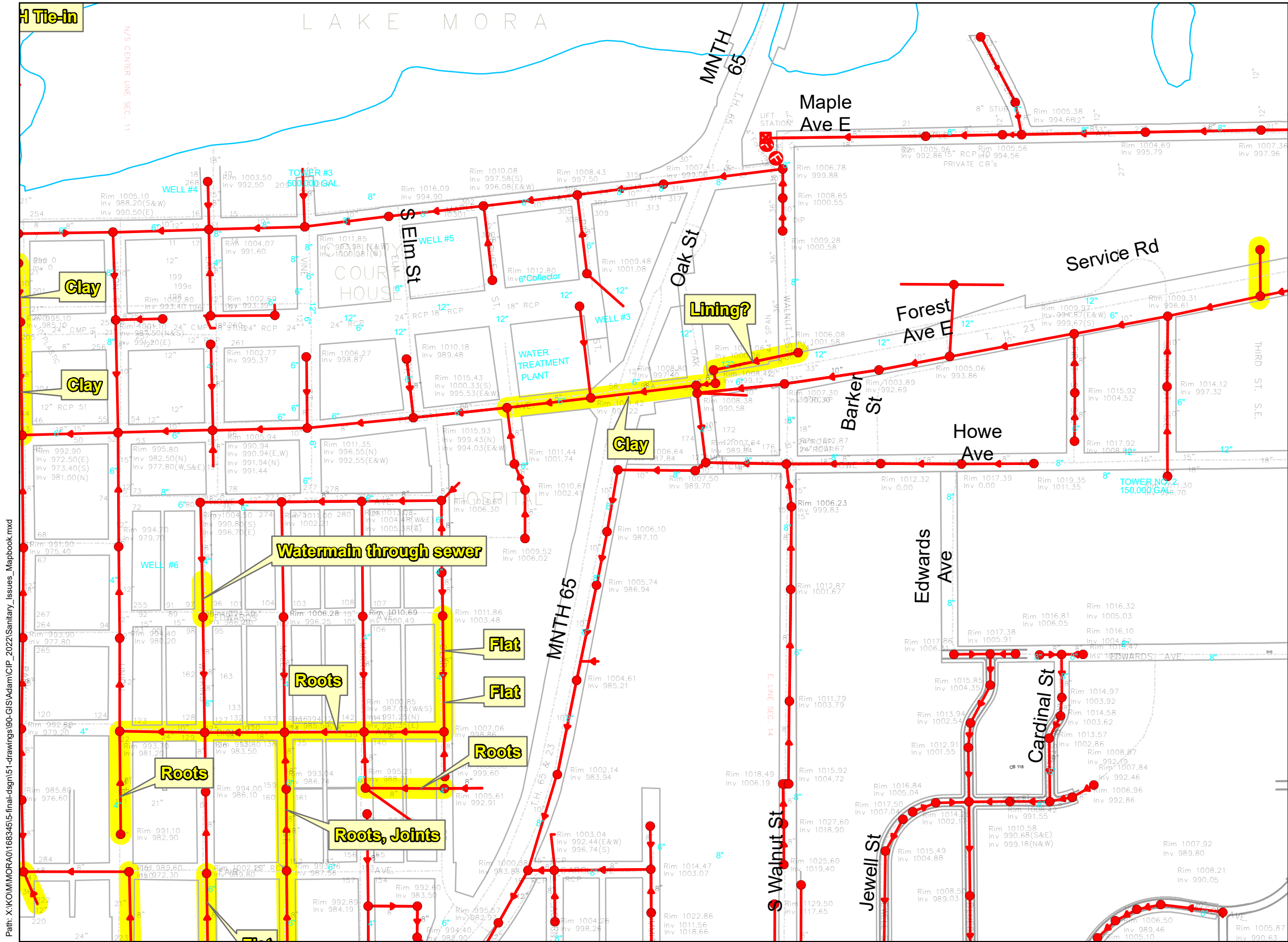
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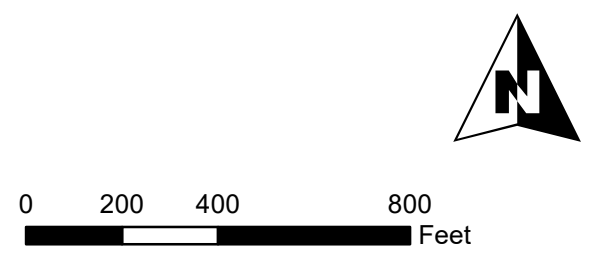
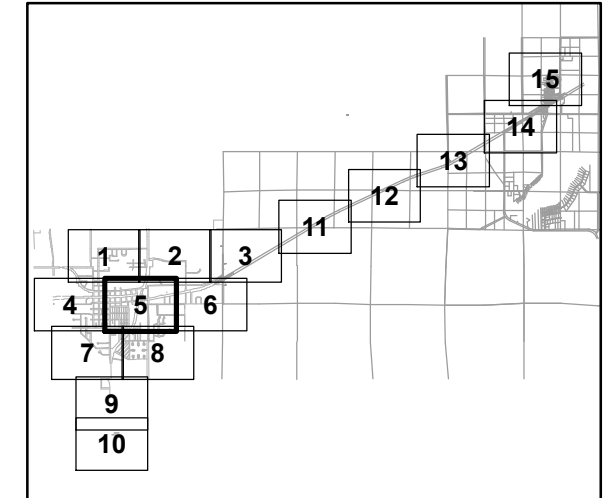
Mora, Minnesota

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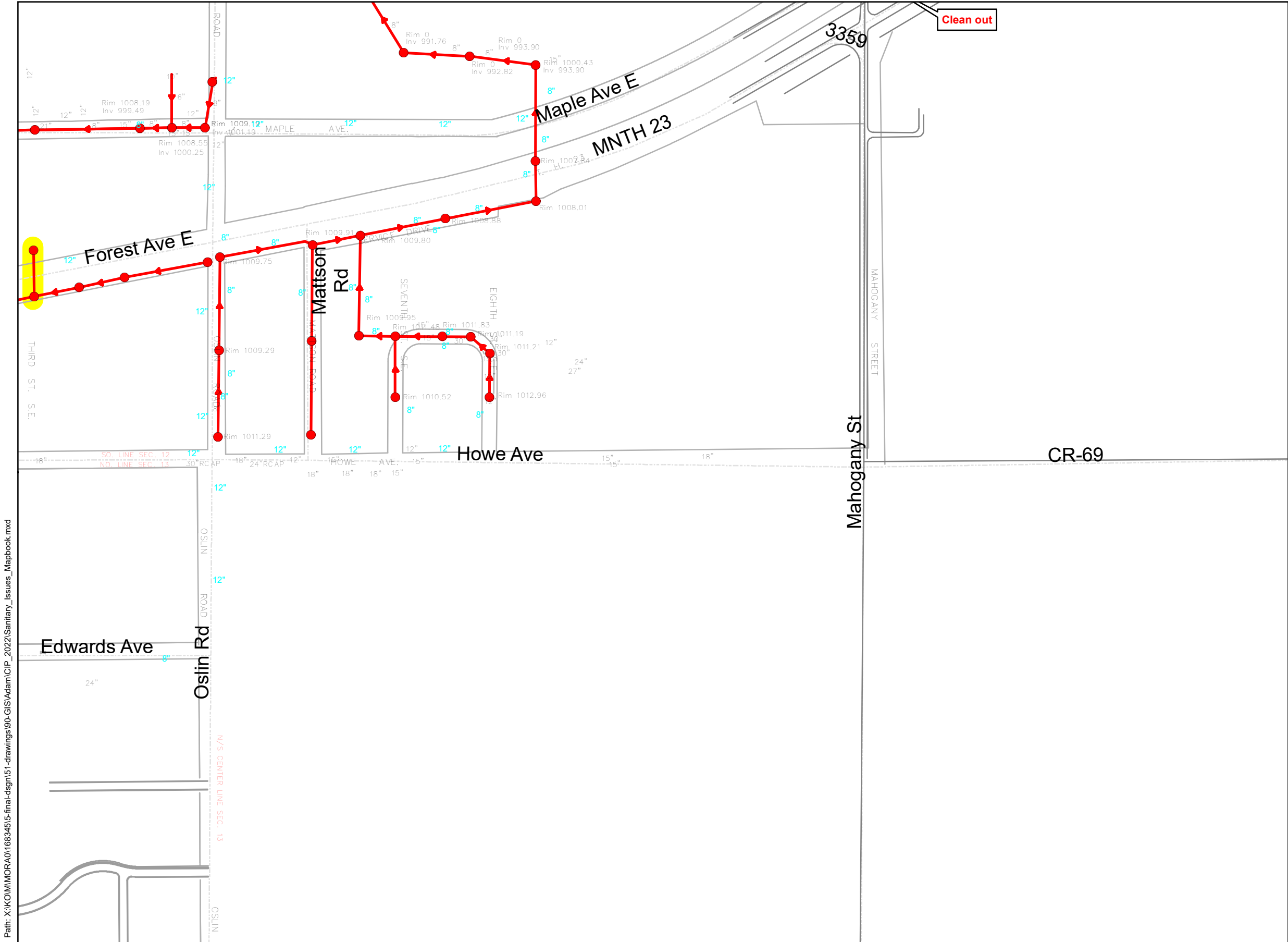
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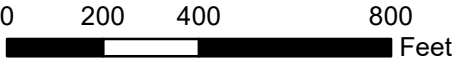
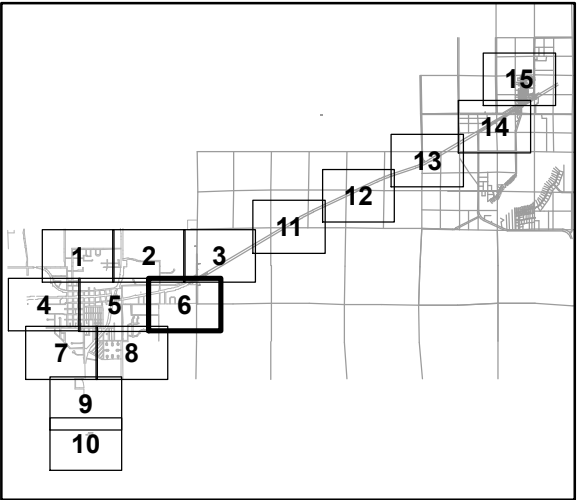
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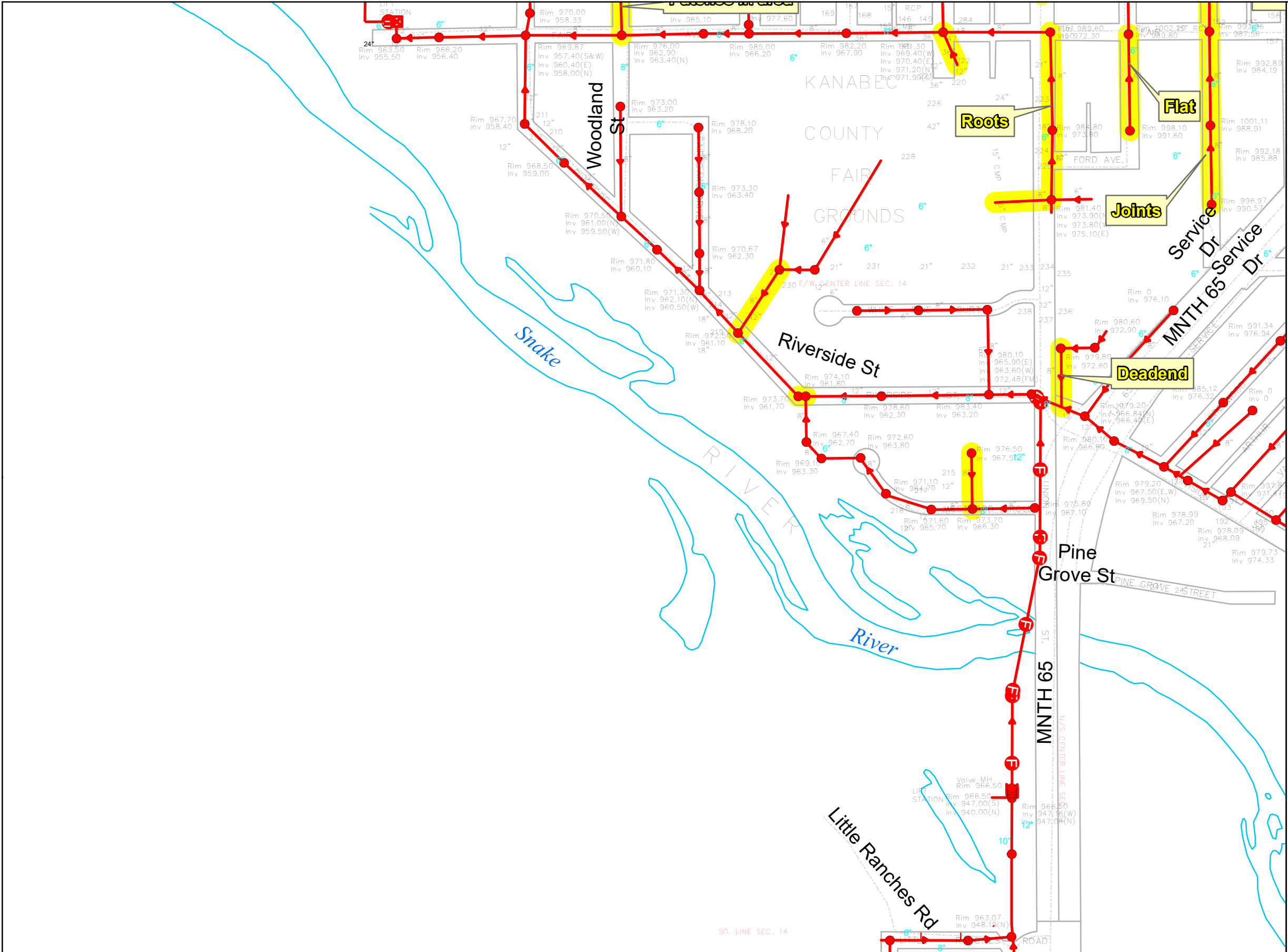
SANITARY SEWER UTILITES

Mora, Minnesota

Sanitary Sewer
Map Book

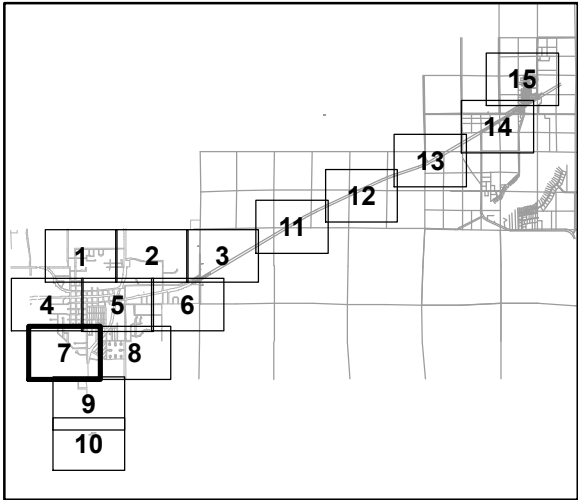
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0 200 400 800 Feet

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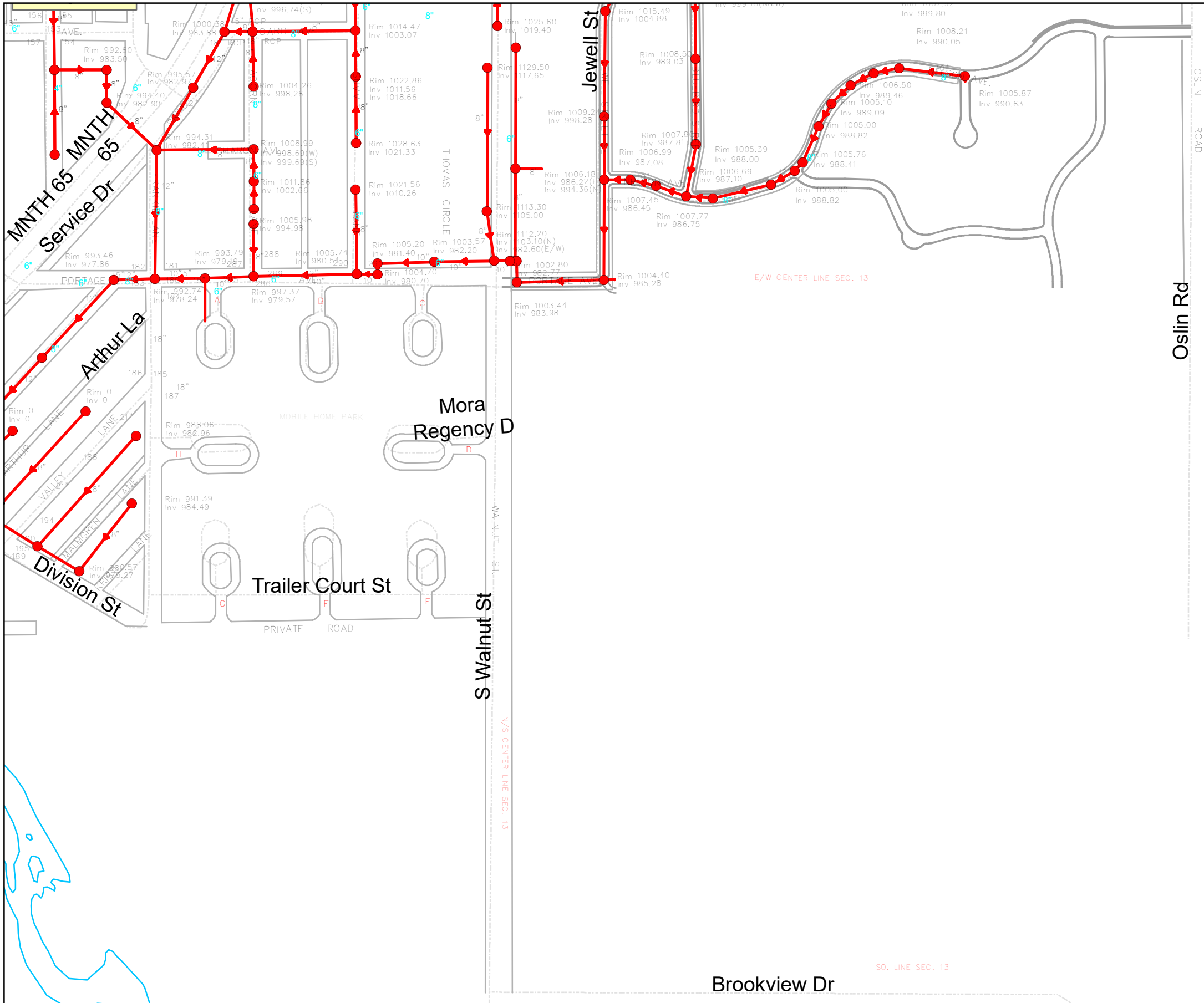
SANITARY SEWER UTILITES

Mora, Minnesota

Sanitary Sewer
Map Book

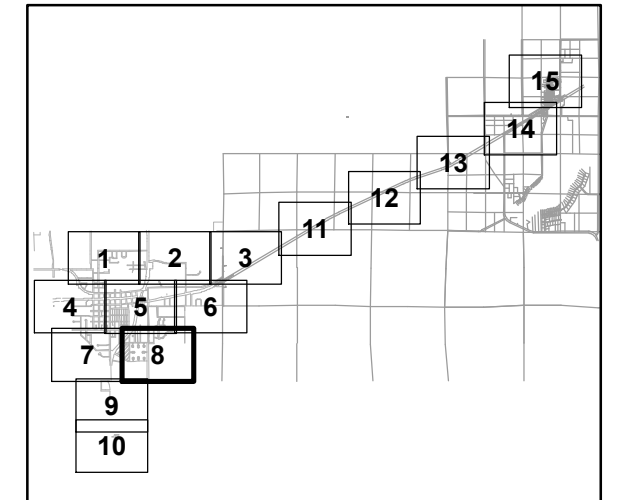
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Legend

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SANITARY SEWER UTILITES

Mora, Minnesota

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Diagram of Frontage Rd showing a 6' wide section and an 8' wide section.

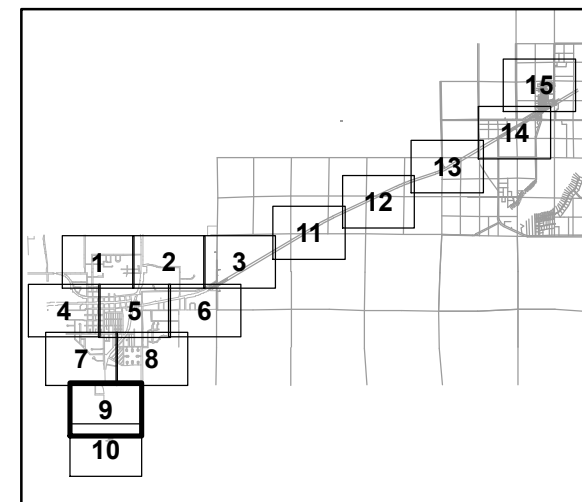
MNTB 23

Dala-La

SNAKE

RIVER

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Mora, Minnesota

Sanitary Sewer Map Book

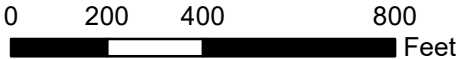
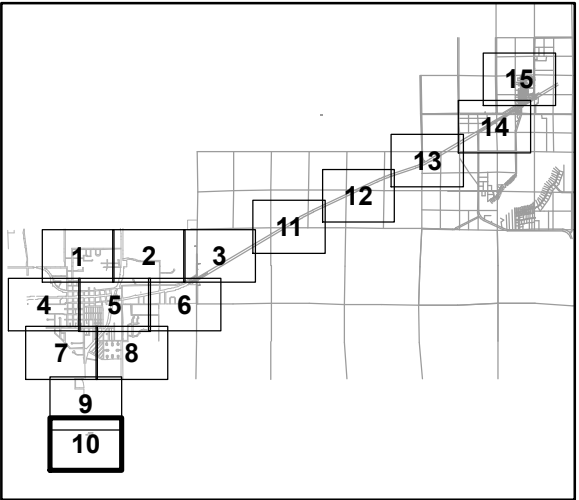
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Legend

- Manhole
- Liftstation
- ▼ Cleanout and Air Release Valve
- Sanitary Line
- ⓔ— Sanitary Forcemain
- Airport
- Curb
- Lotline
- ROW
- Trails
- Road
- Water
- Sanitary Issues



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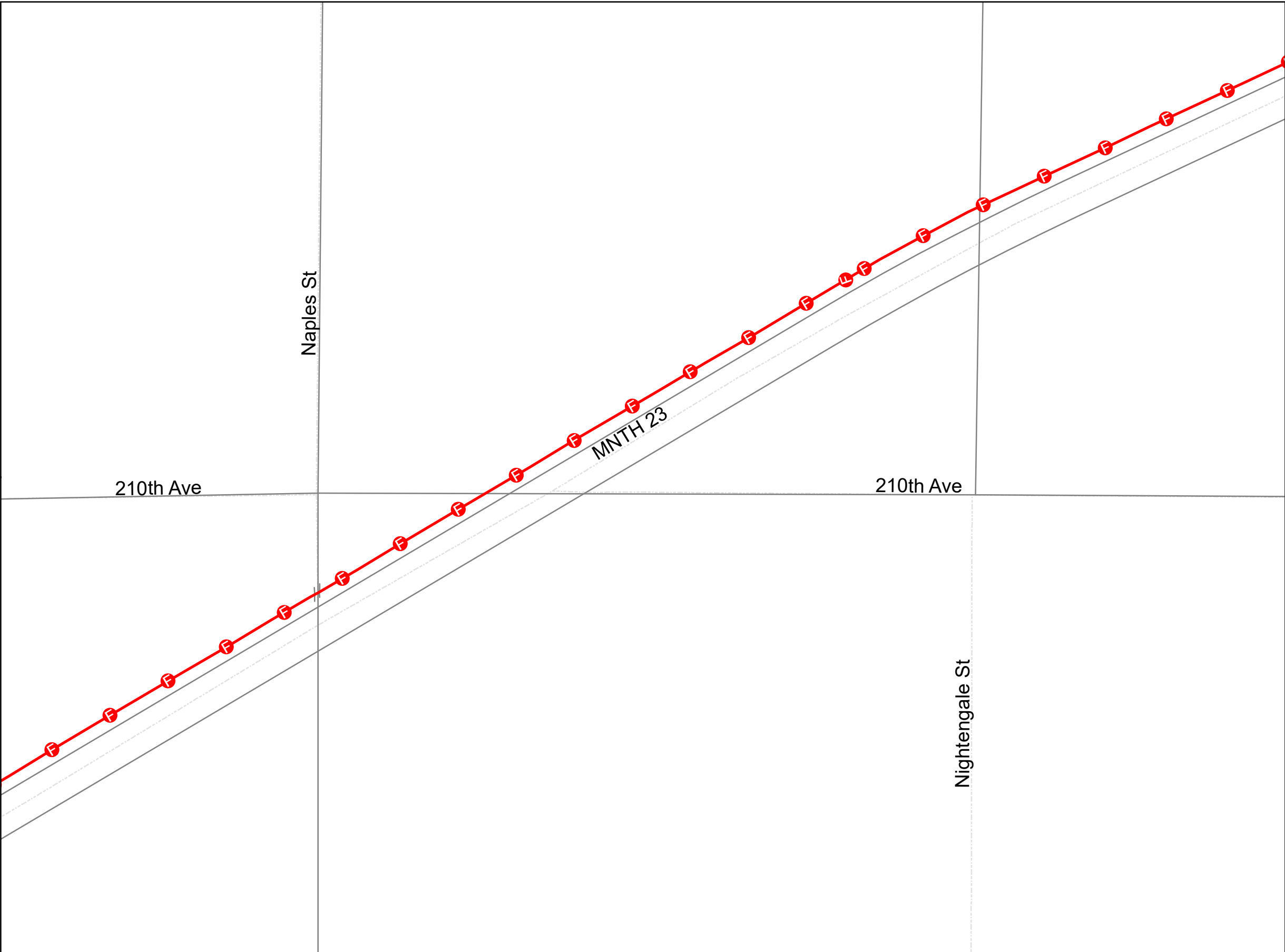
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Print Date: 9/21/2022

Map by: SRH
Projection: Kanabec CC
Source: SEH Inc and City of Mora

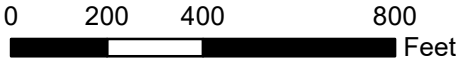
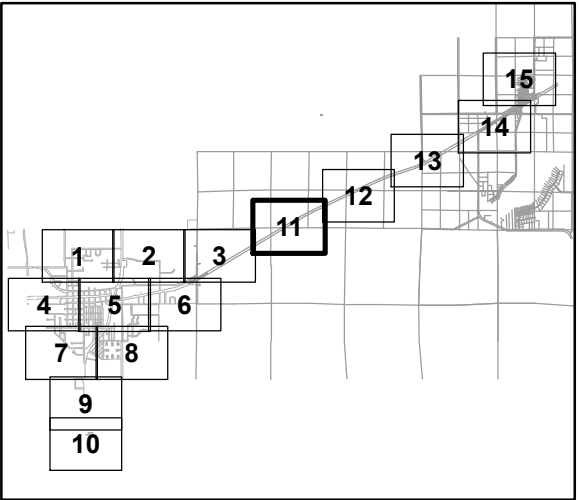
SANITARY SEWER UTILITES
Mora, Minnesota

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Legend

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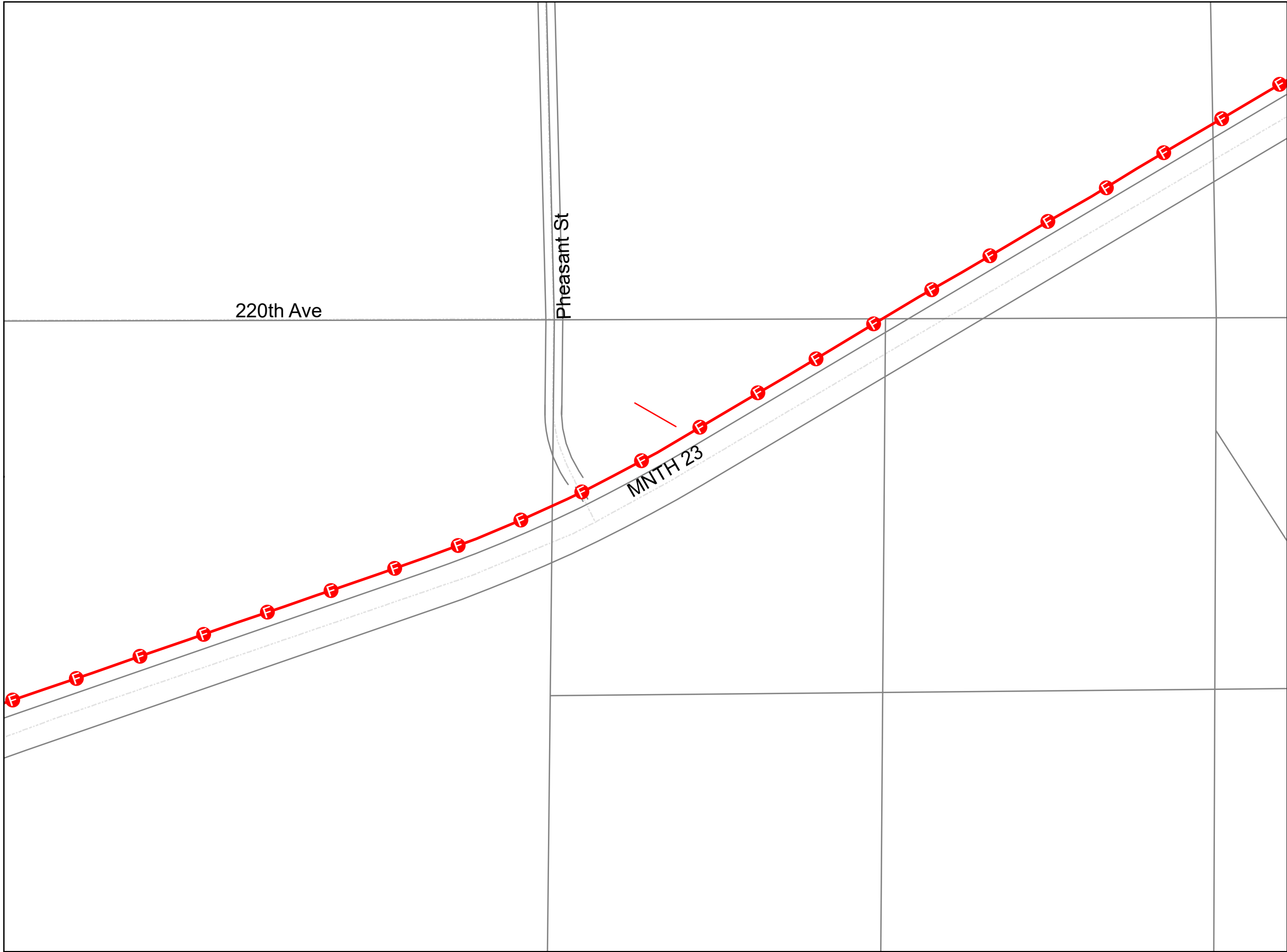
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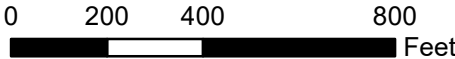
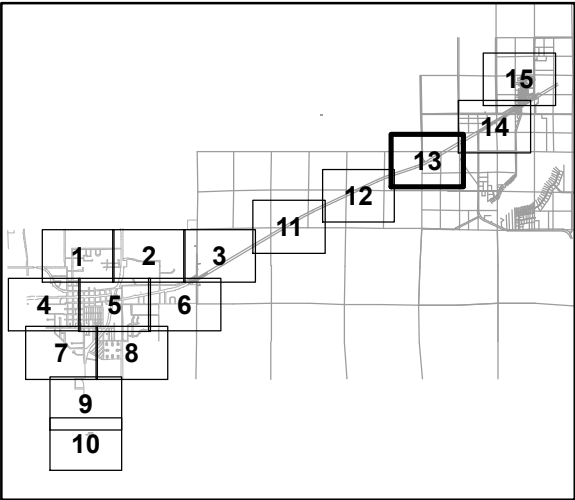
**Sanitary Sewer
Map Book**

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- Legend**
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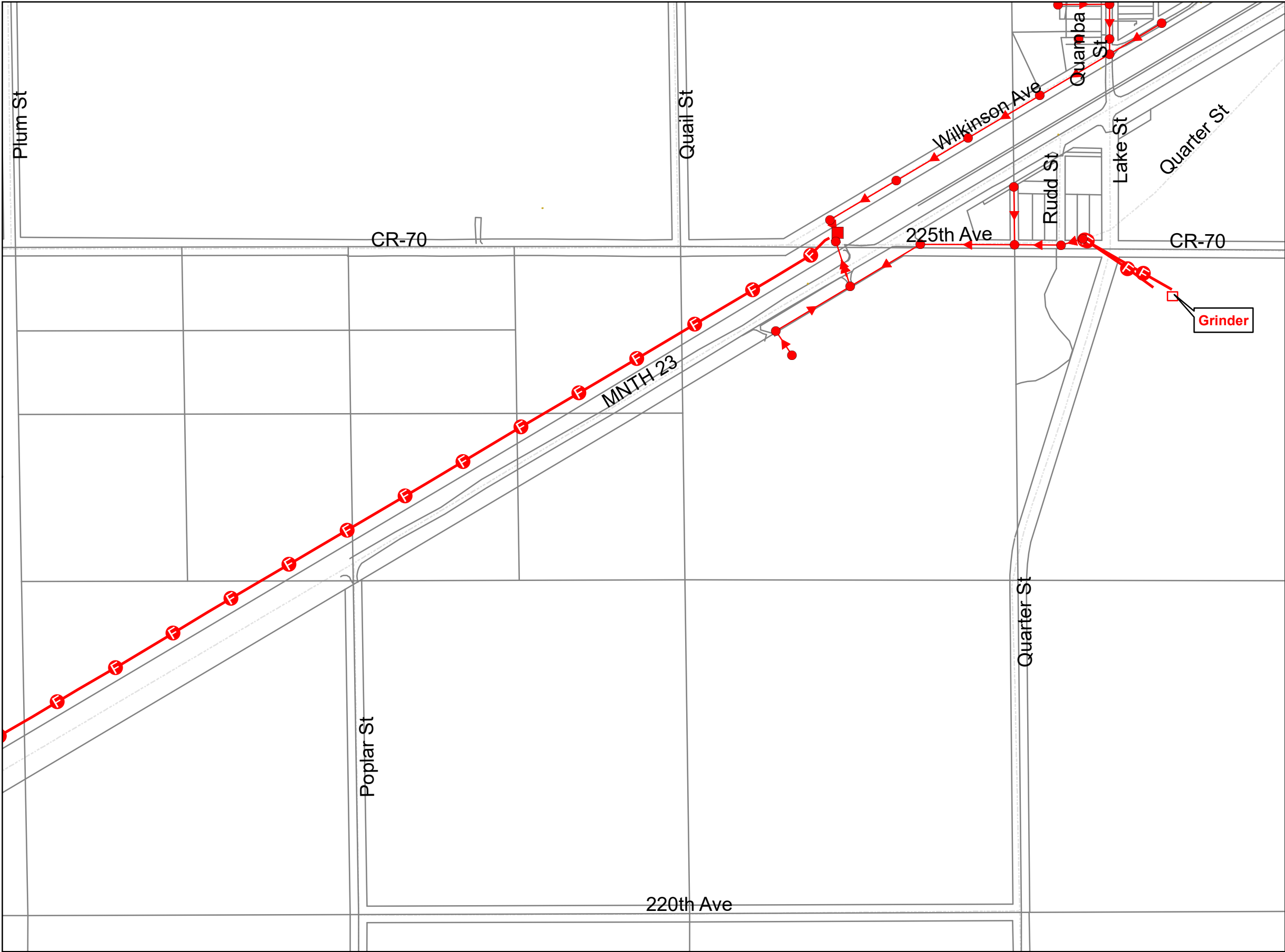
SANITARY SEWER UTILITES

Mora, Minnesota

Sanitary Sewer
Map Book

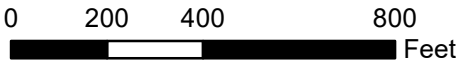
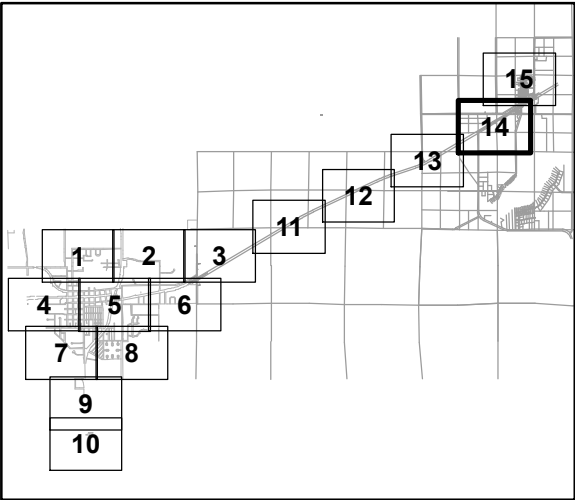
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Legend

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SANITARY SEWER UTILITES

Mora, Minnesota

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Quail St

CSAH 5

Quamba St
Crosby Ave
Northmen St

Whited Ave

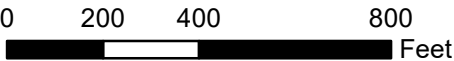
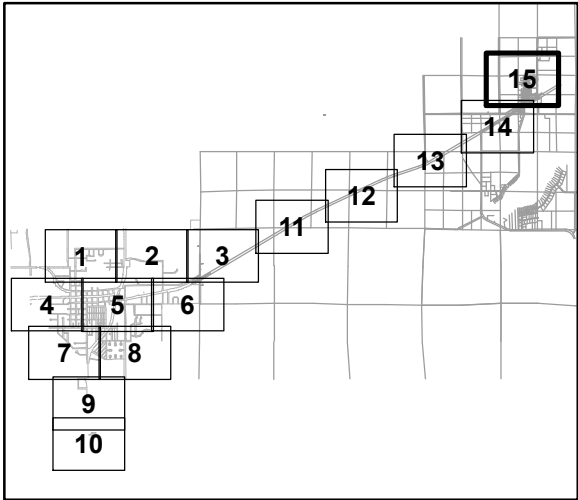
Quarter St
MNTH 23

Grinder

Wilkinson Ave
Lake St

Legend

- Manhole
- Liftstation
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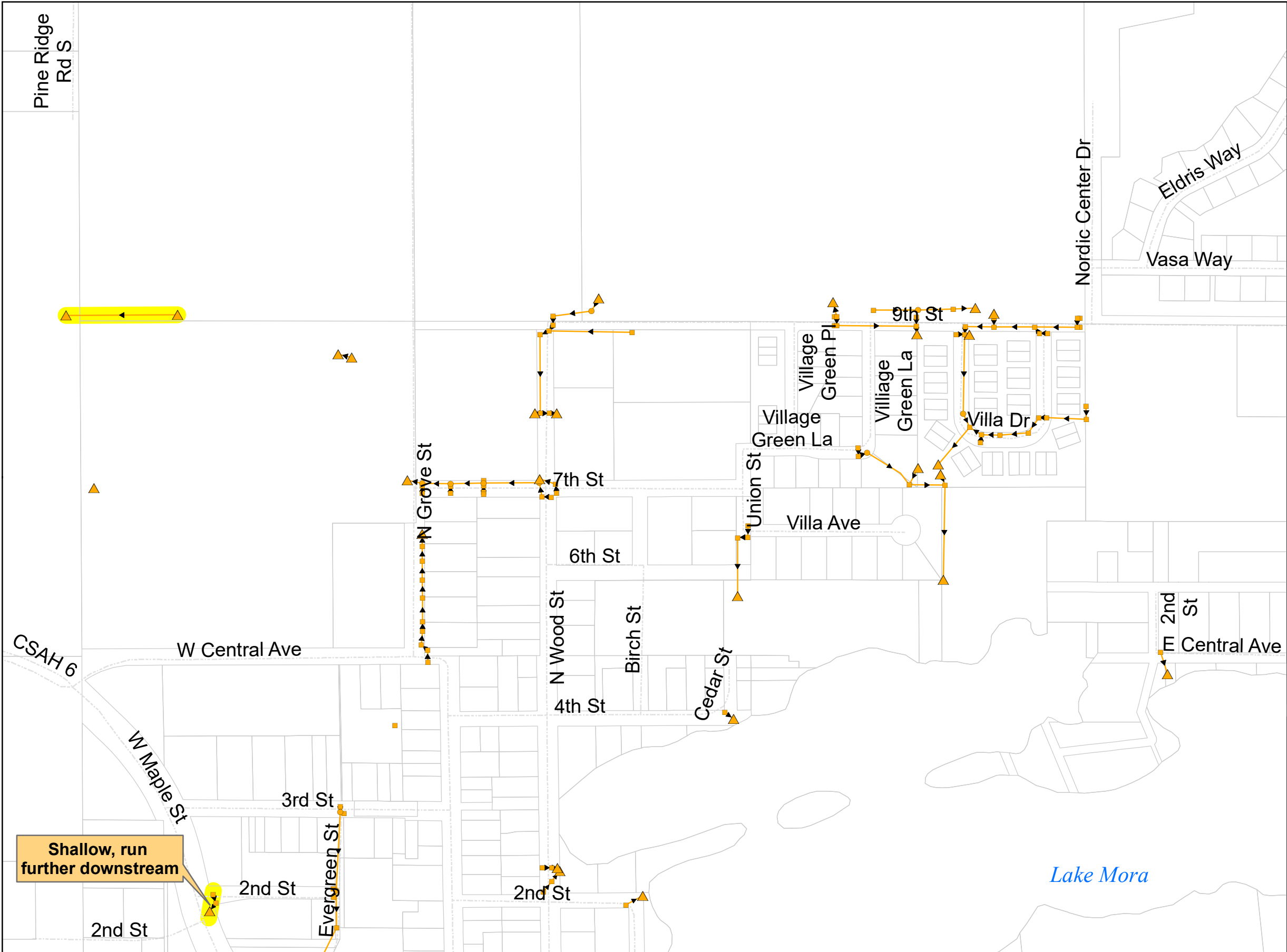
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SANITARY SEWER UTILITES
Mora, Minnesota

**Sanitary Sewer
Map Book**

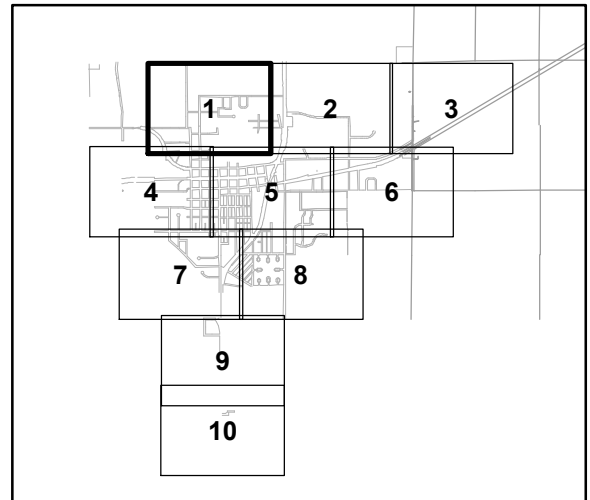
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Legend

- ▲ FES
- Manhole
- Catchbasin
- Storm Pipe
- Storm Issues



0 200 400 800 Feet

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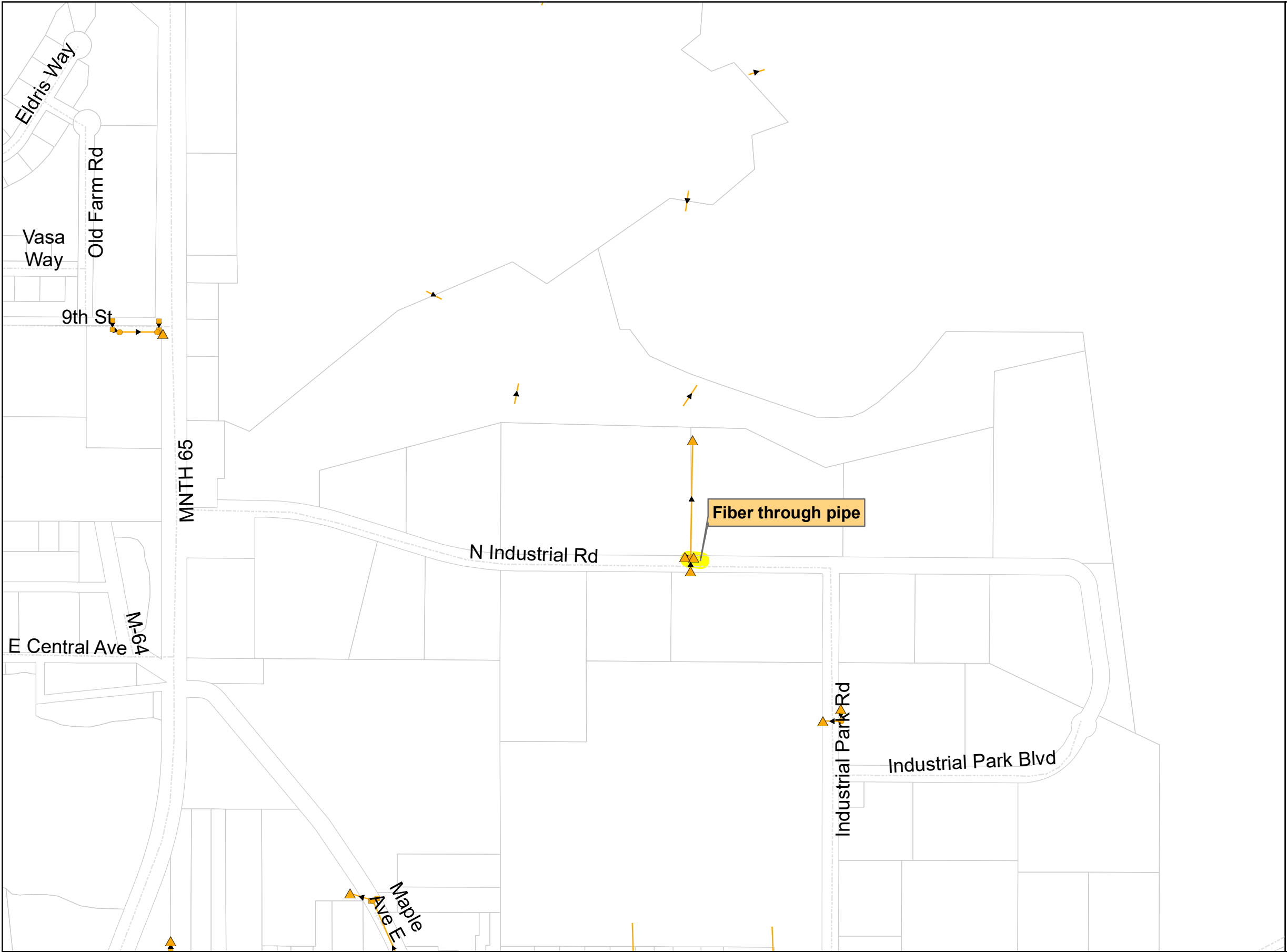
STORM SEWER UTILITES

Mora, Minnesota

Storm Sewer
Map Book

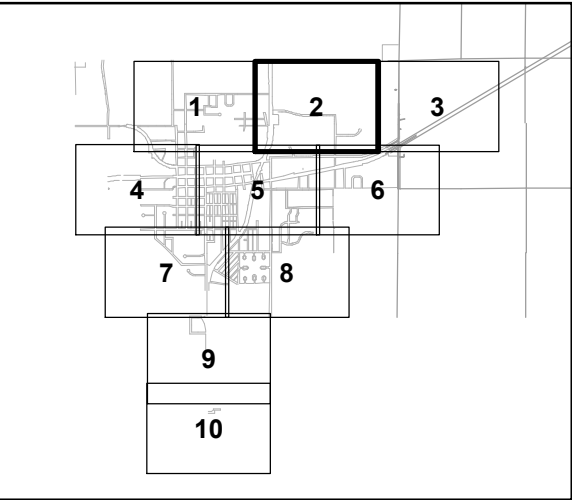
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Legend

- ▲ FES
- Manhole
- Catchbasin
- Storm Pipe
- Storm Issues








0 200 400 800 Feet

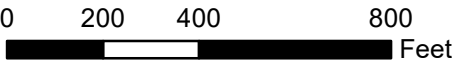
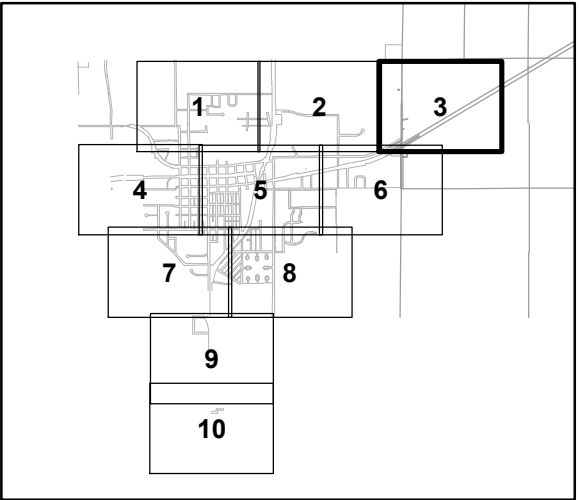
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Legend

-  FES
-  Manhole
-  Catchbasin
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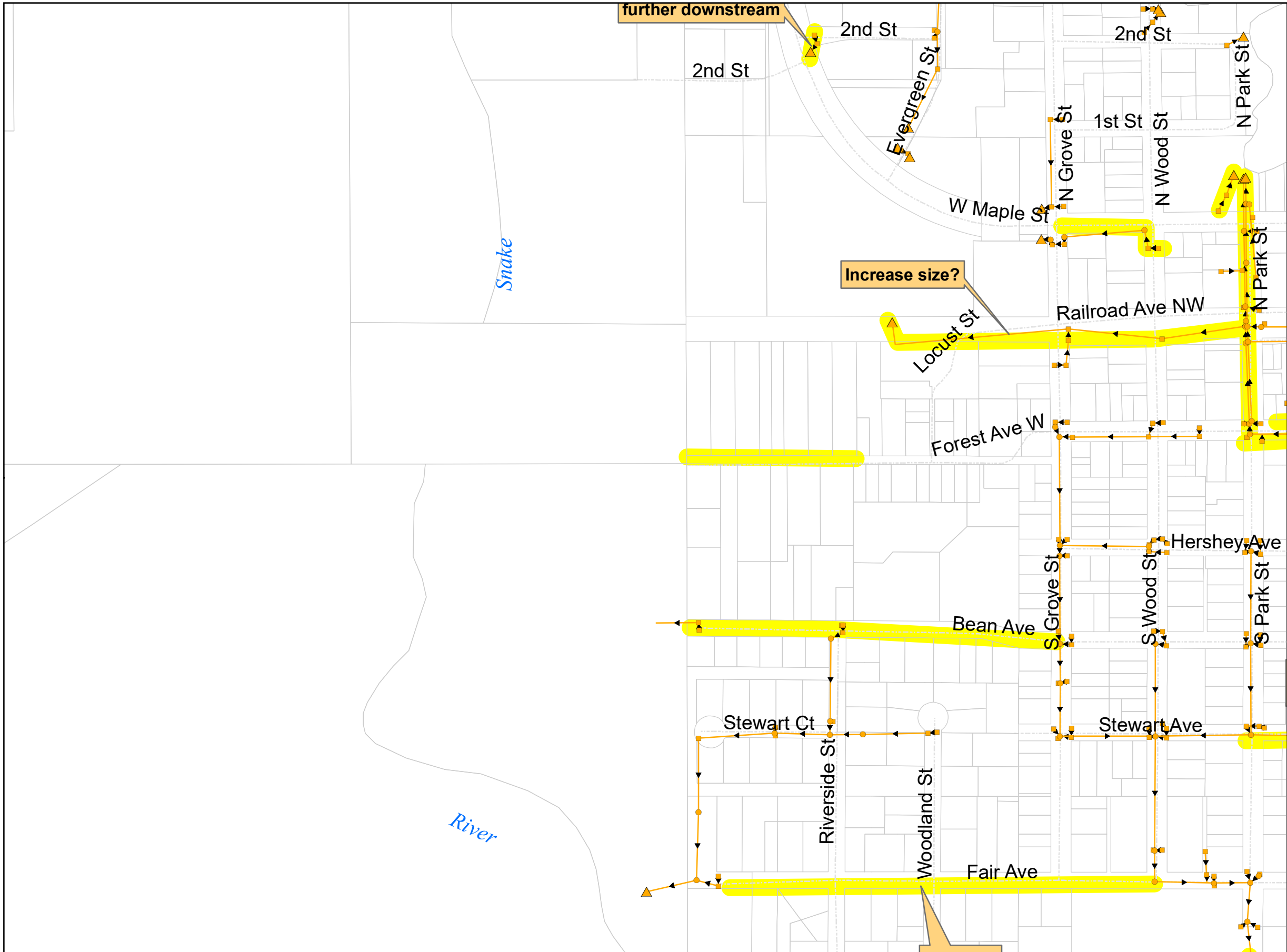
STORM SEWER UTILITES

Mora, Minnesota

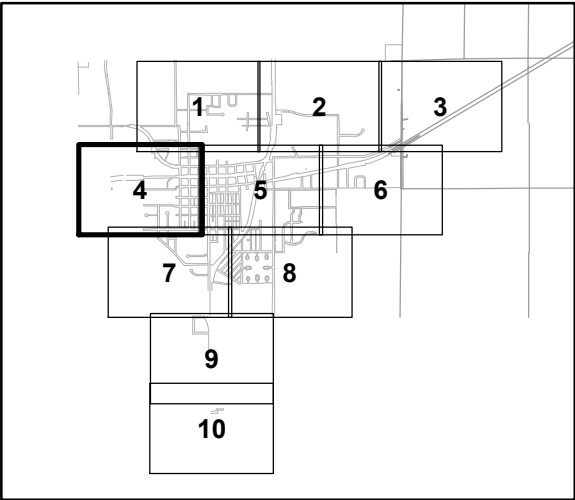
Storm Sewer
Map Book

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3 of 10

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- Legend**
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STORM SEWER UTILITES

Mora, Minnesota






Storm Sewer
Map Book

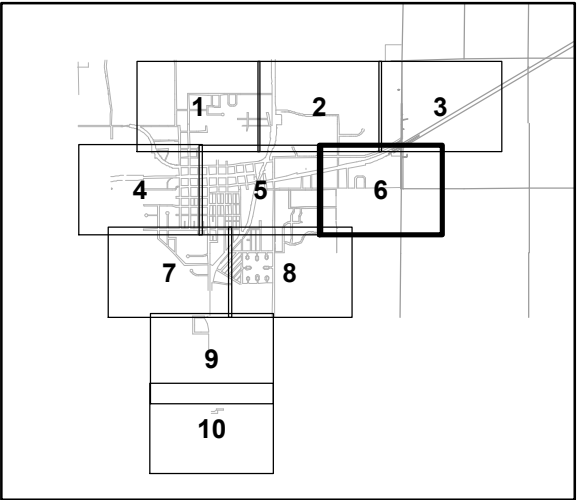
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4 of 10

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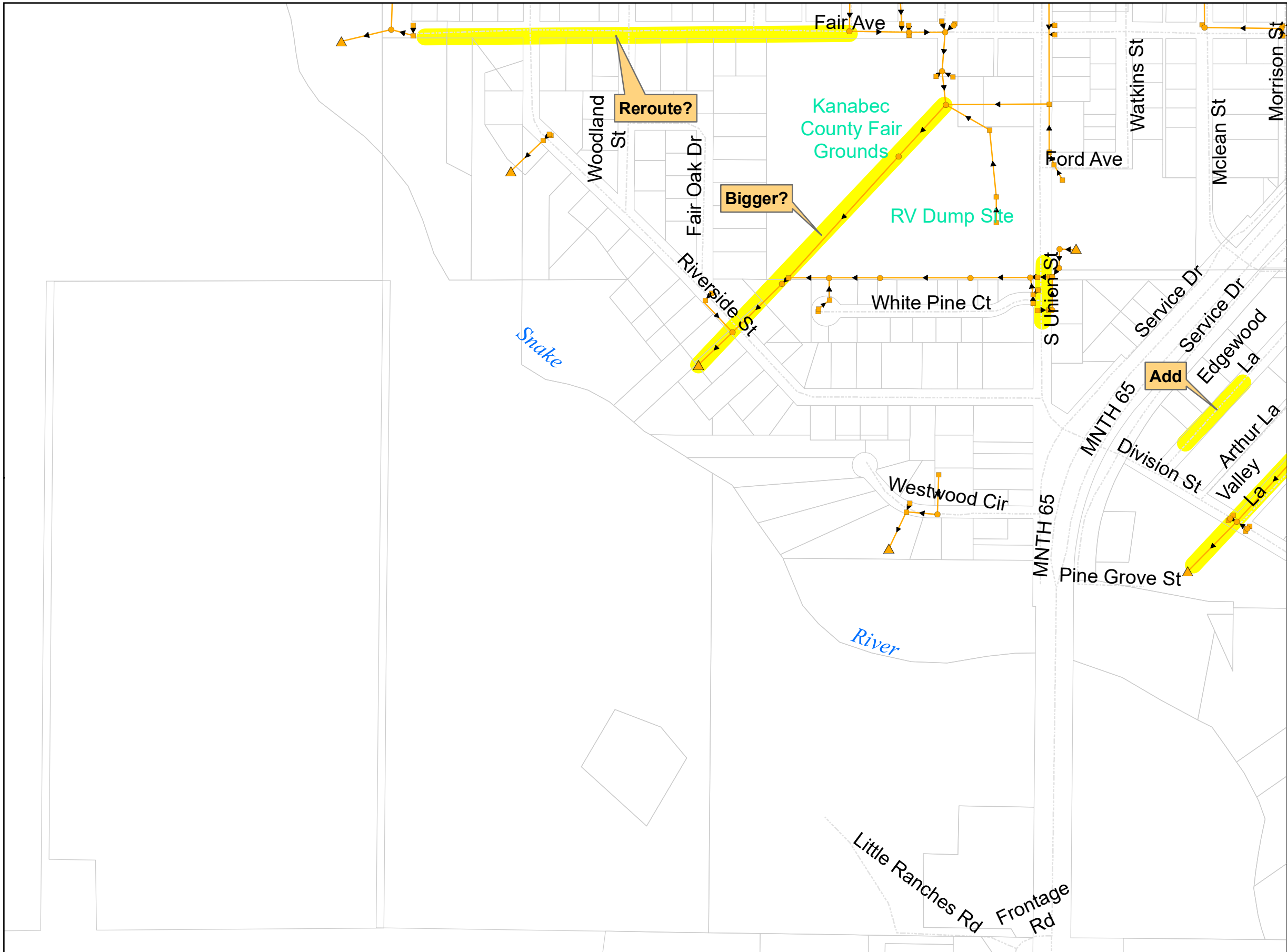
STORM SEWER UTILITES

Mora, Minnesota

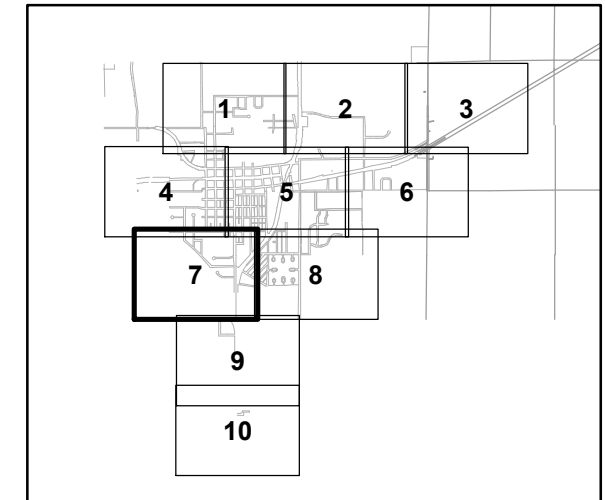
Storm Sewer
Map Book

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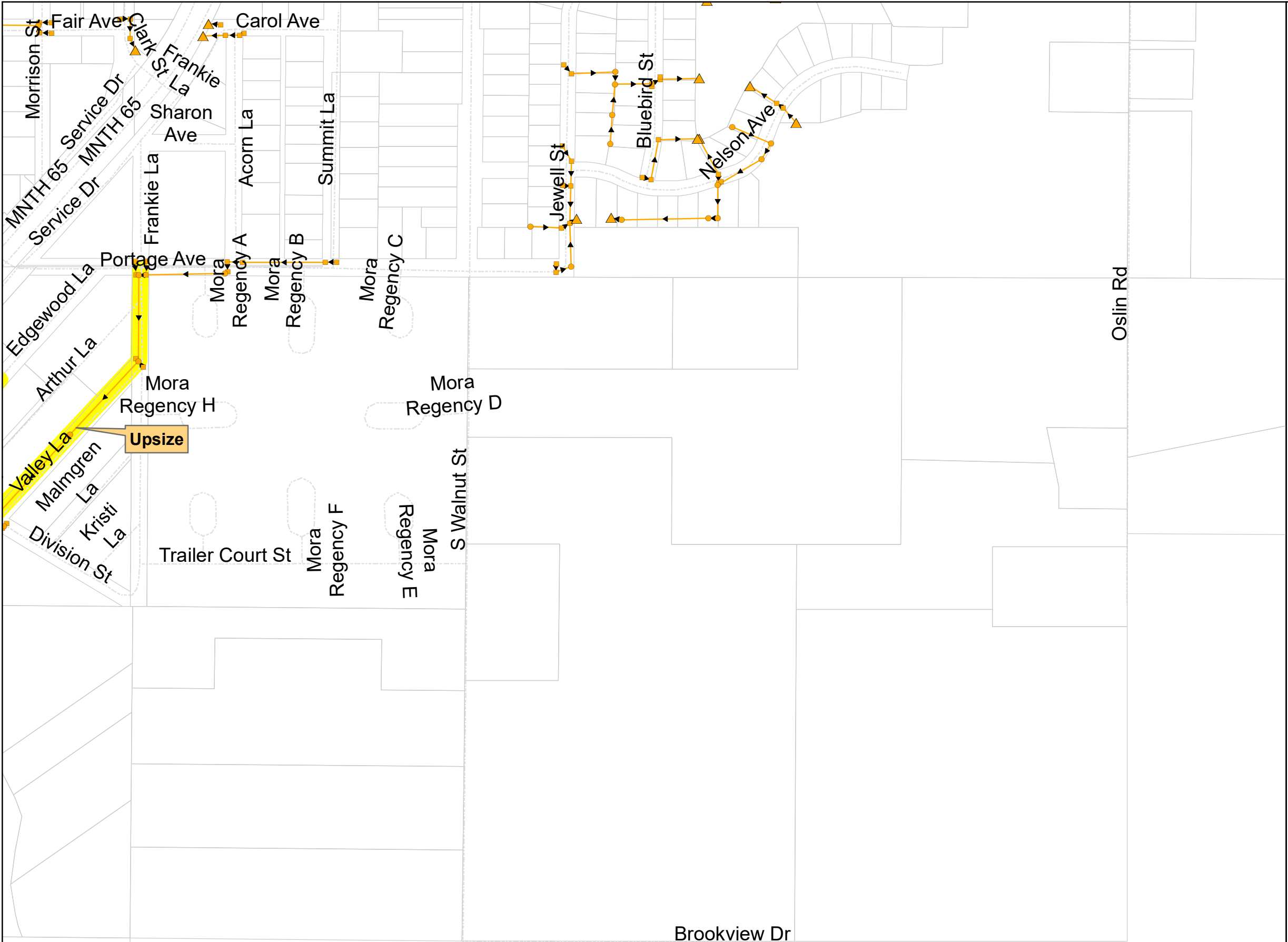
STORM SEWER UTILITES

Mora, Minnesota

Storm Sewer
Map Book

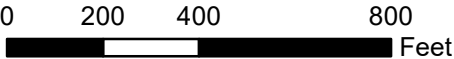
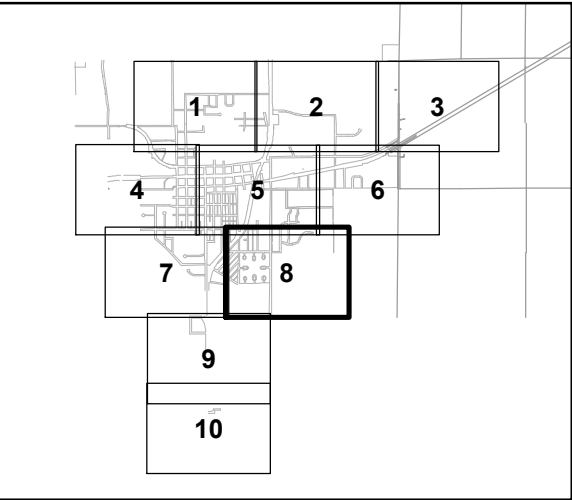
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Legend

- FES
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STORM SEWER UTILITES

Mora, Minnesota

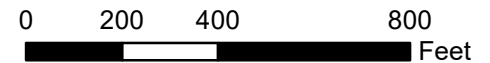
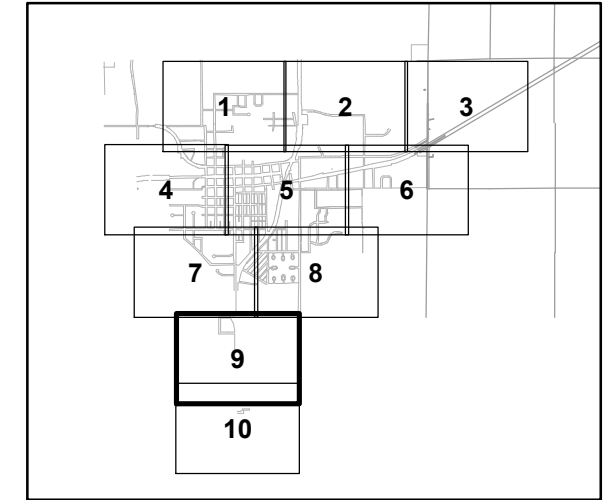
Storm Sewer
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Page
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- Legend**
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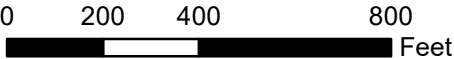
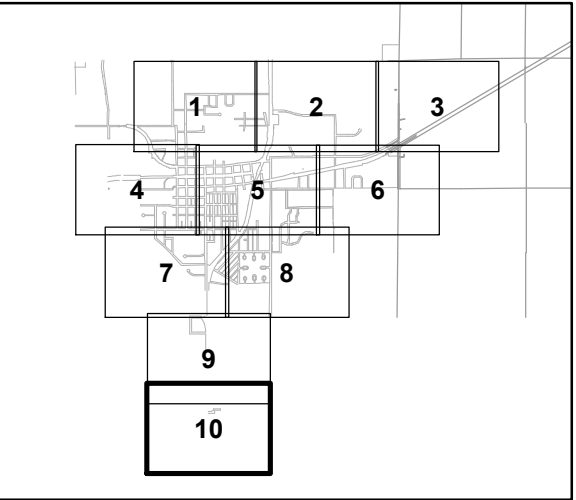
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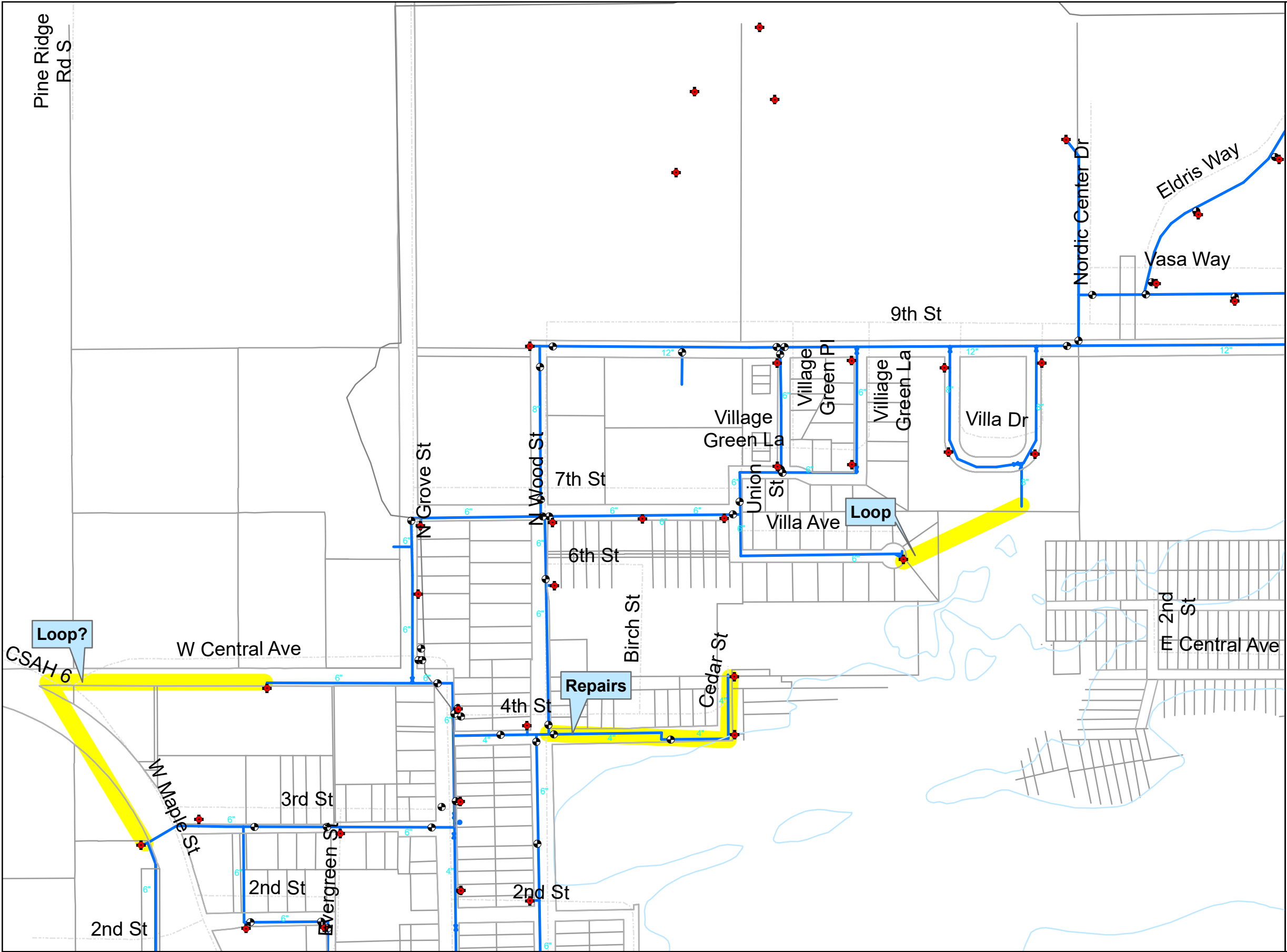
STORM SEWER UTILITES

Mora, Minnesota

Storm Sewer
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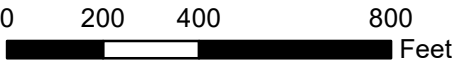
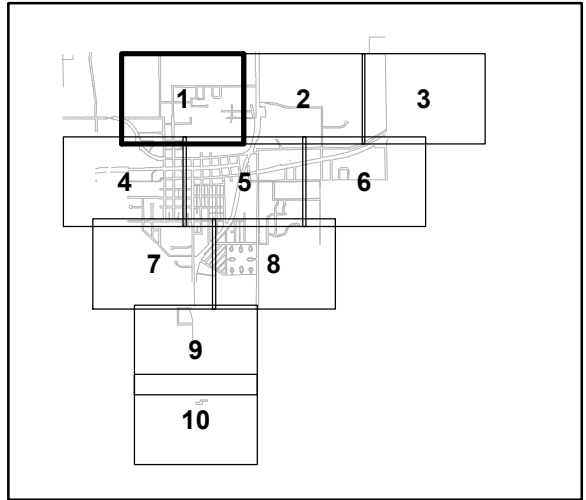
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- Hydrant
- Valves
- Water System
- Airport
- Curb
- Sidewalk
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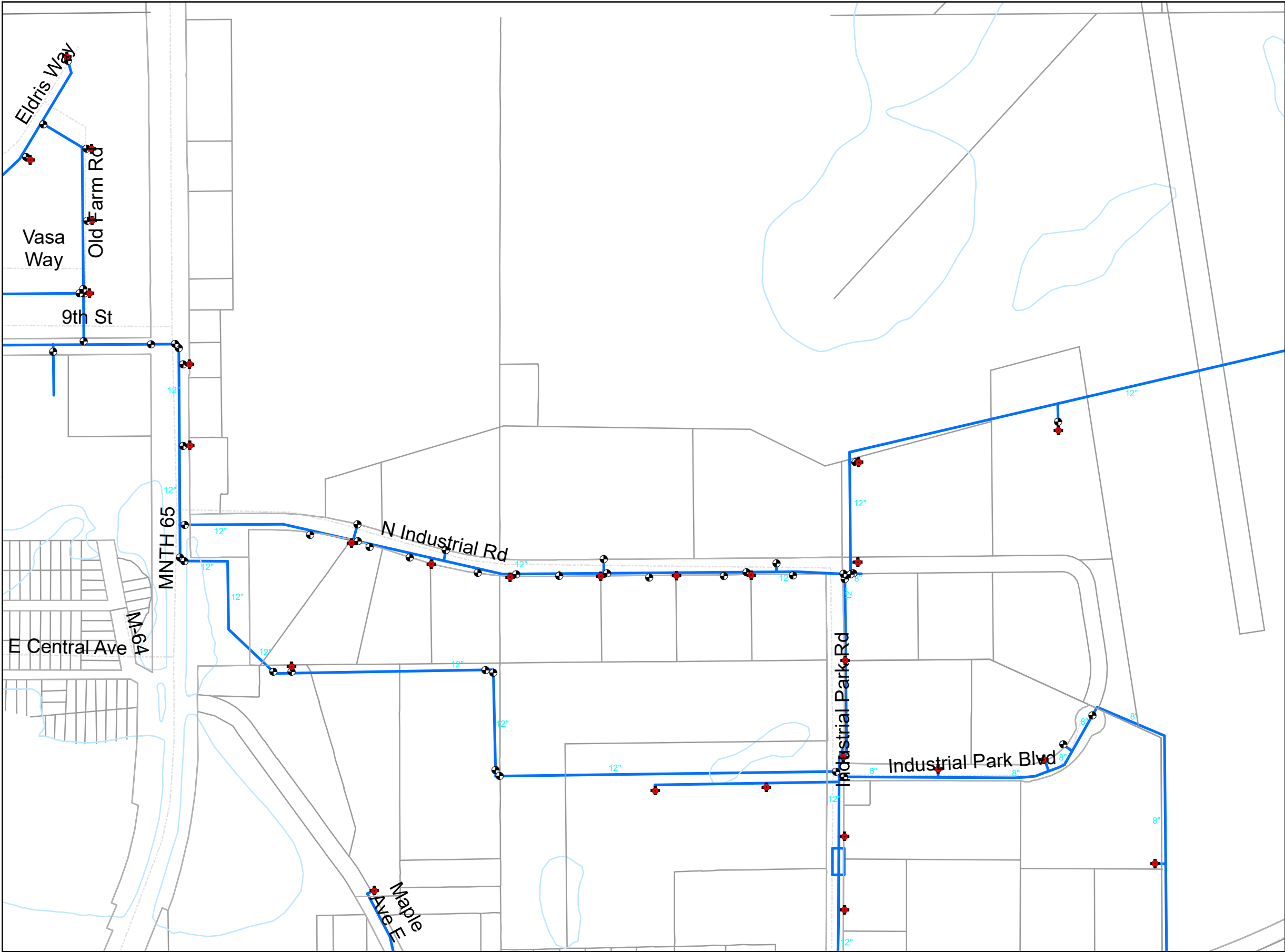
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Source: SEH Inc and City of Mora

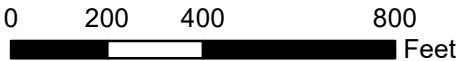
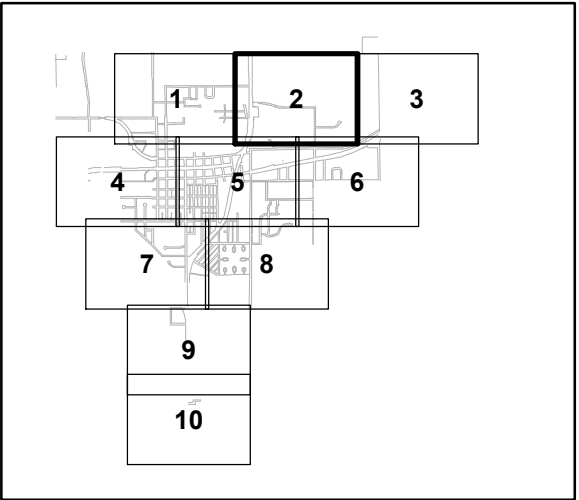
WATER UTILITES
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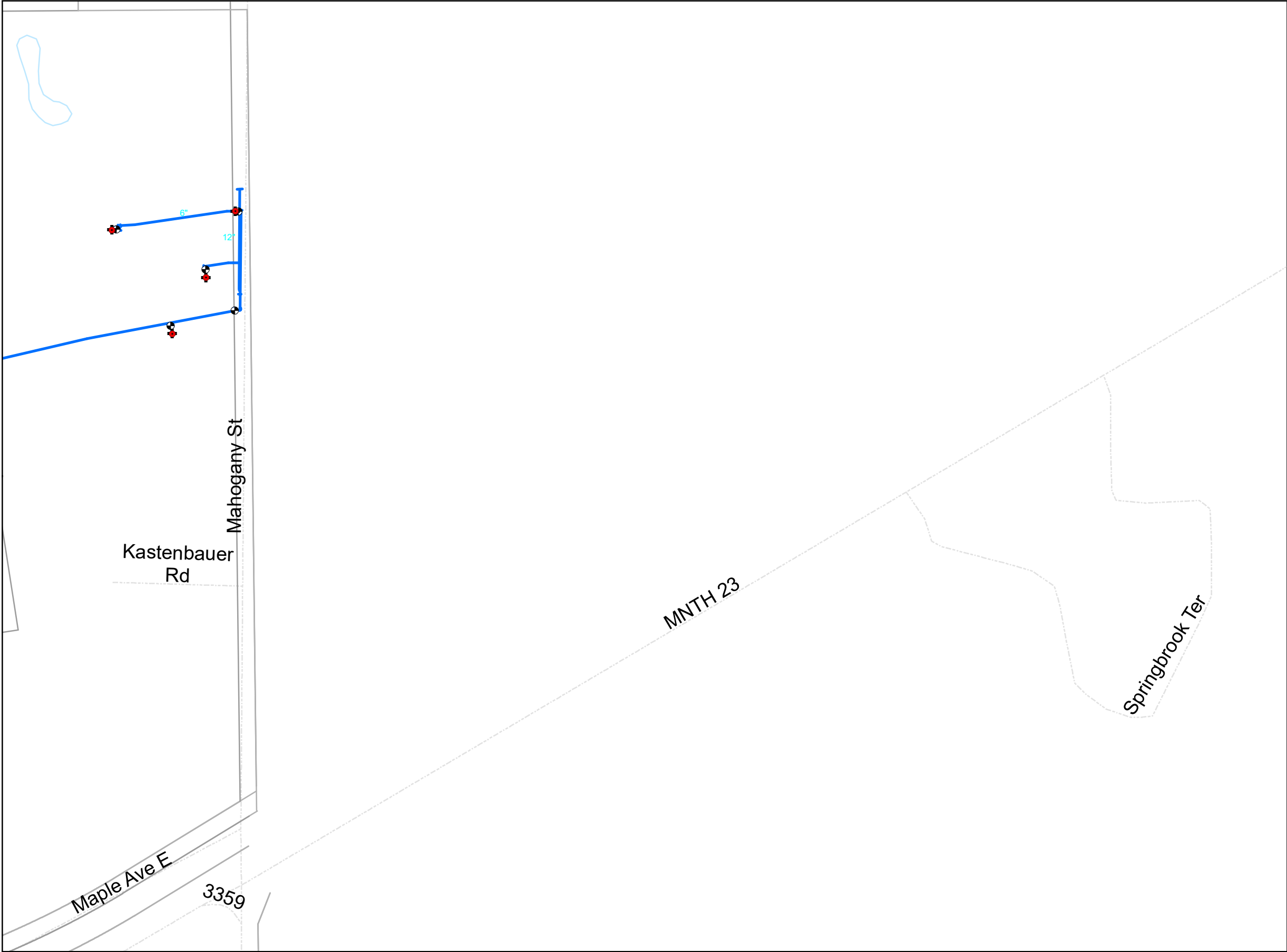
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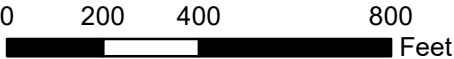
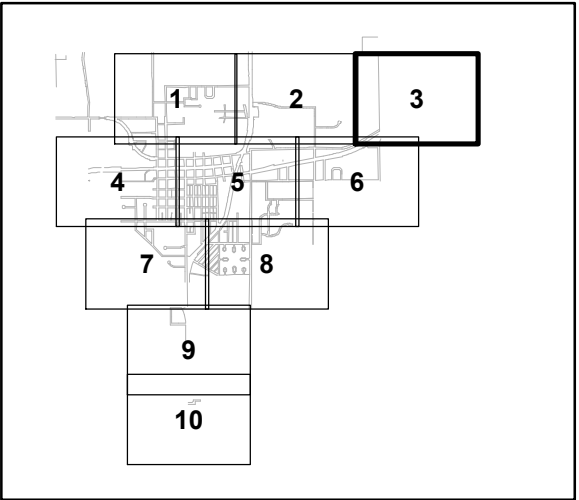
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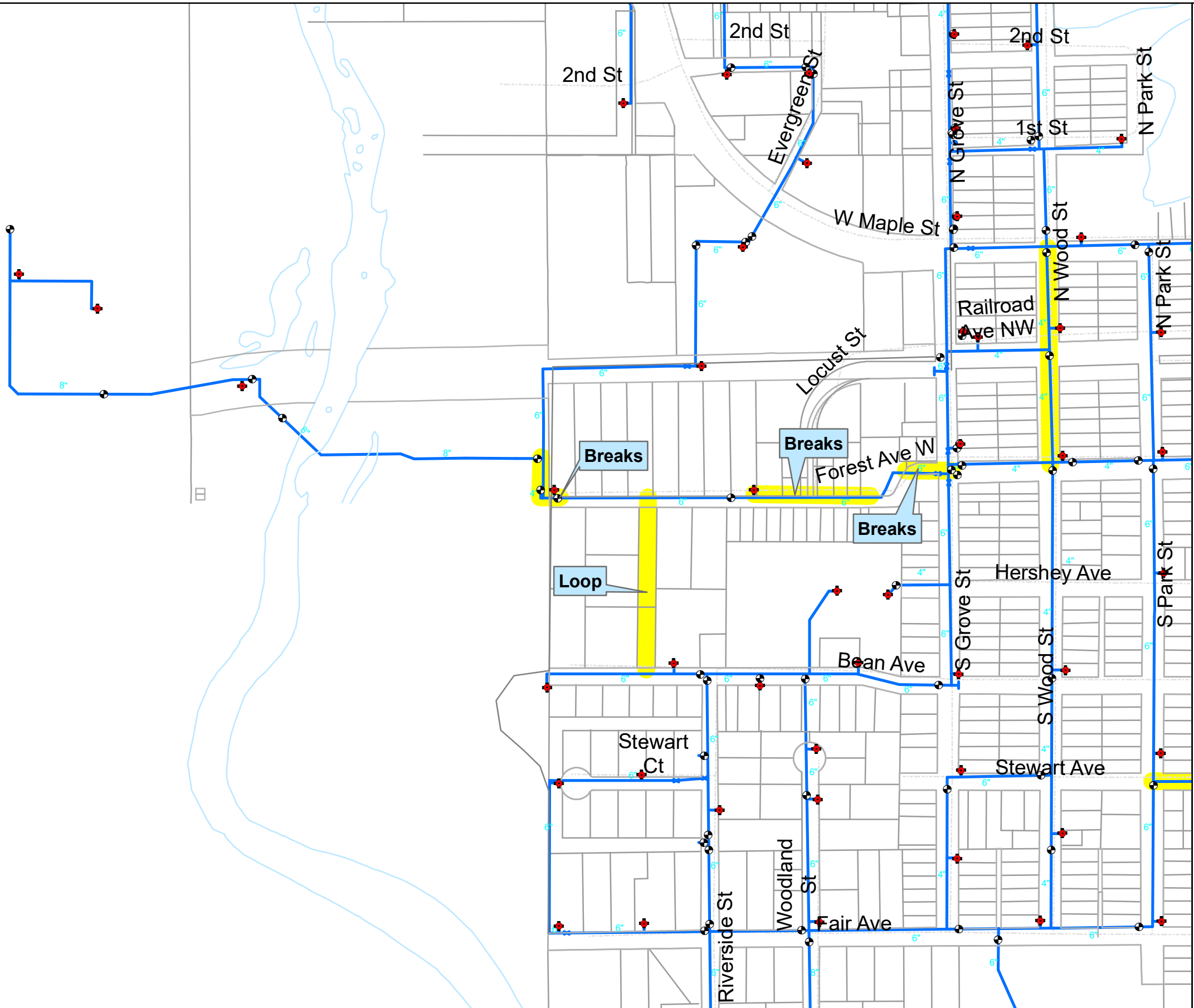
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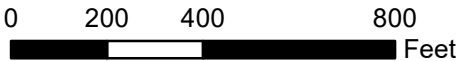
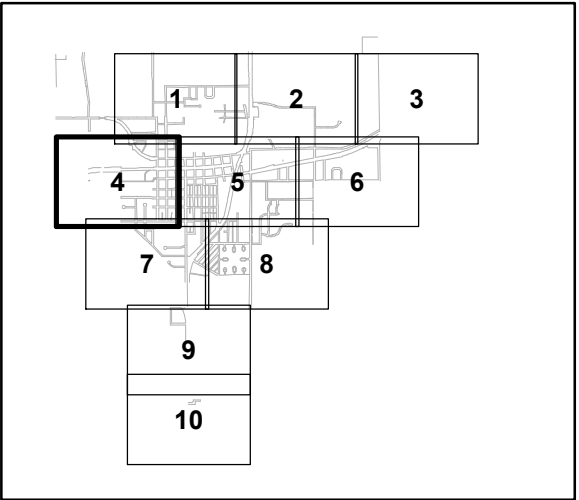
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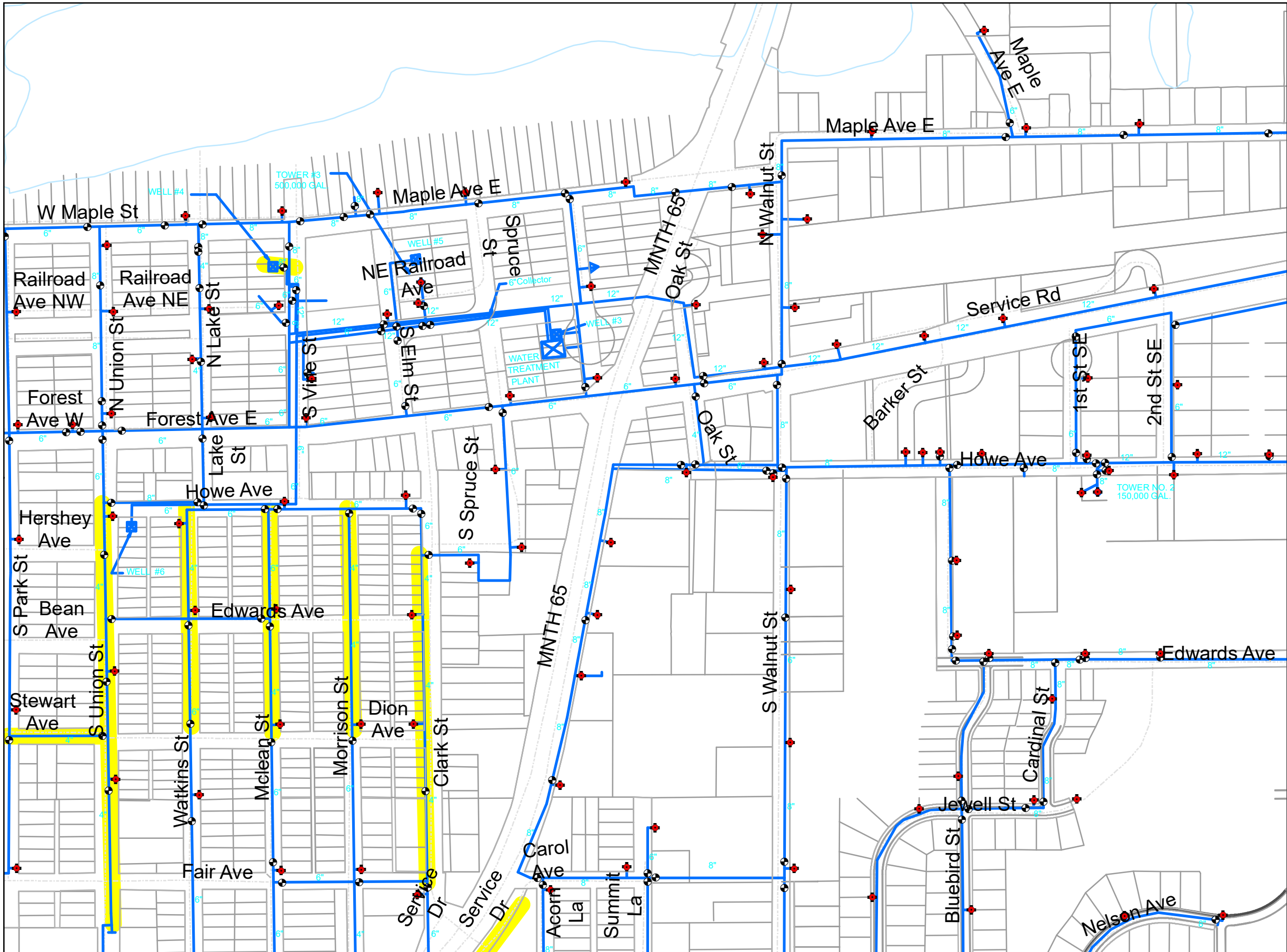
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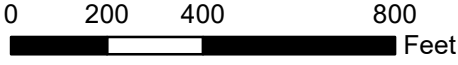
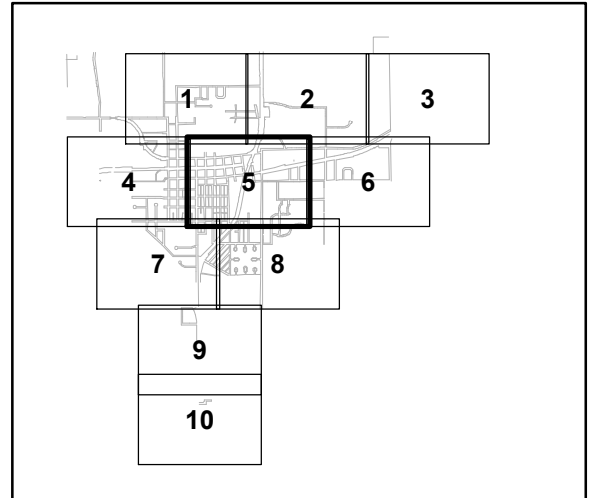
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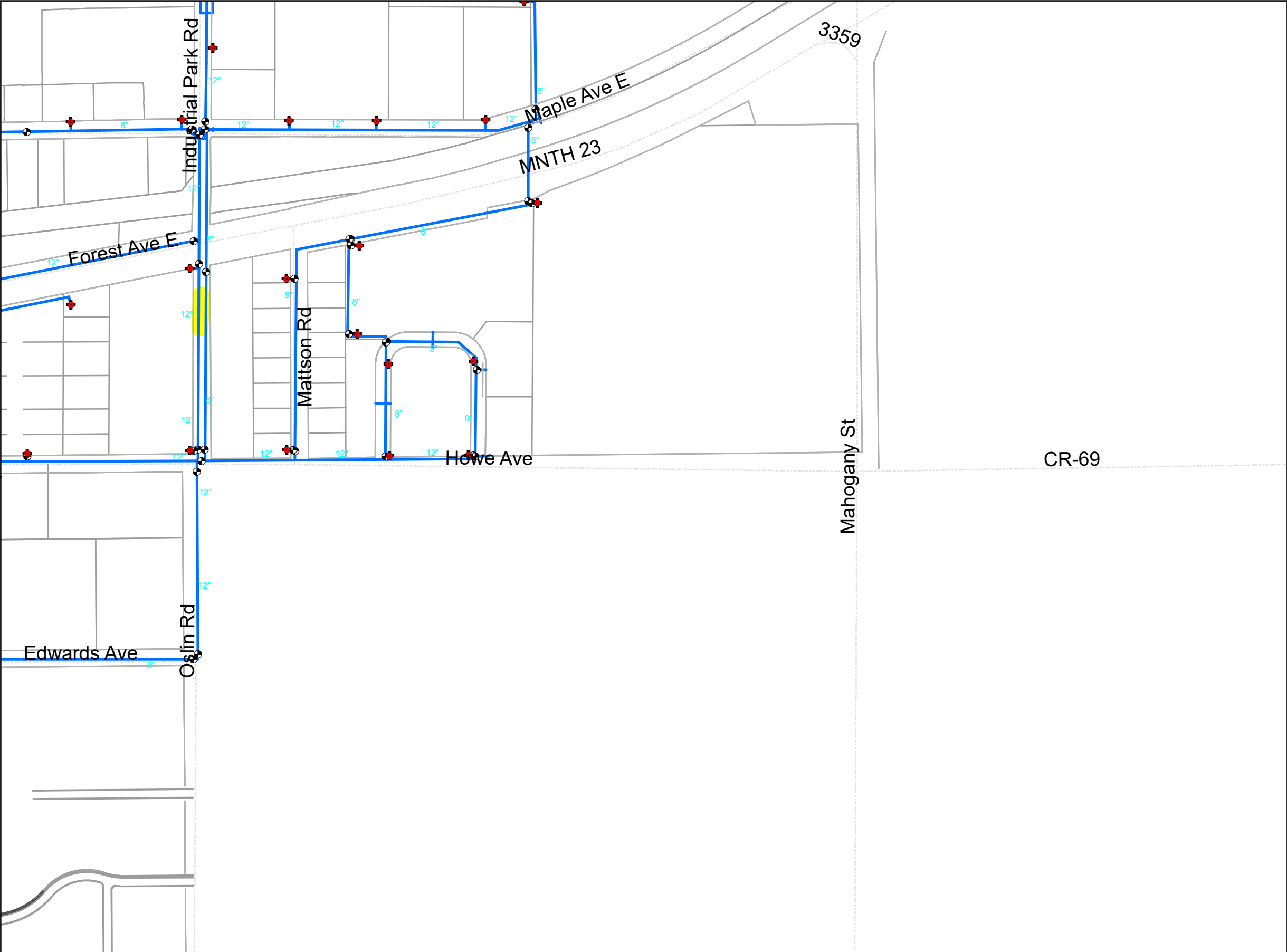
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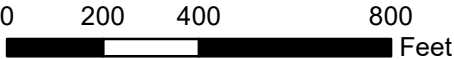
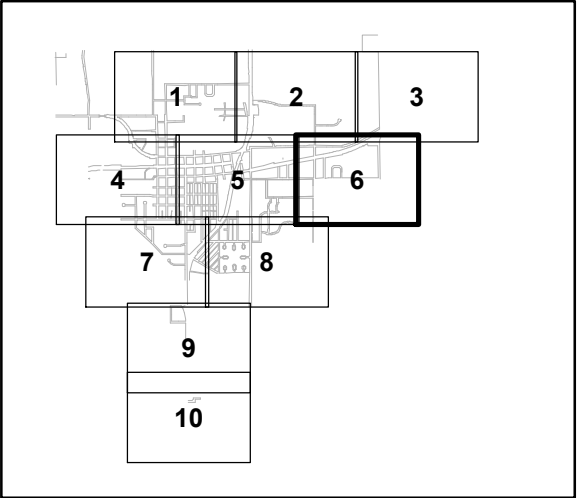
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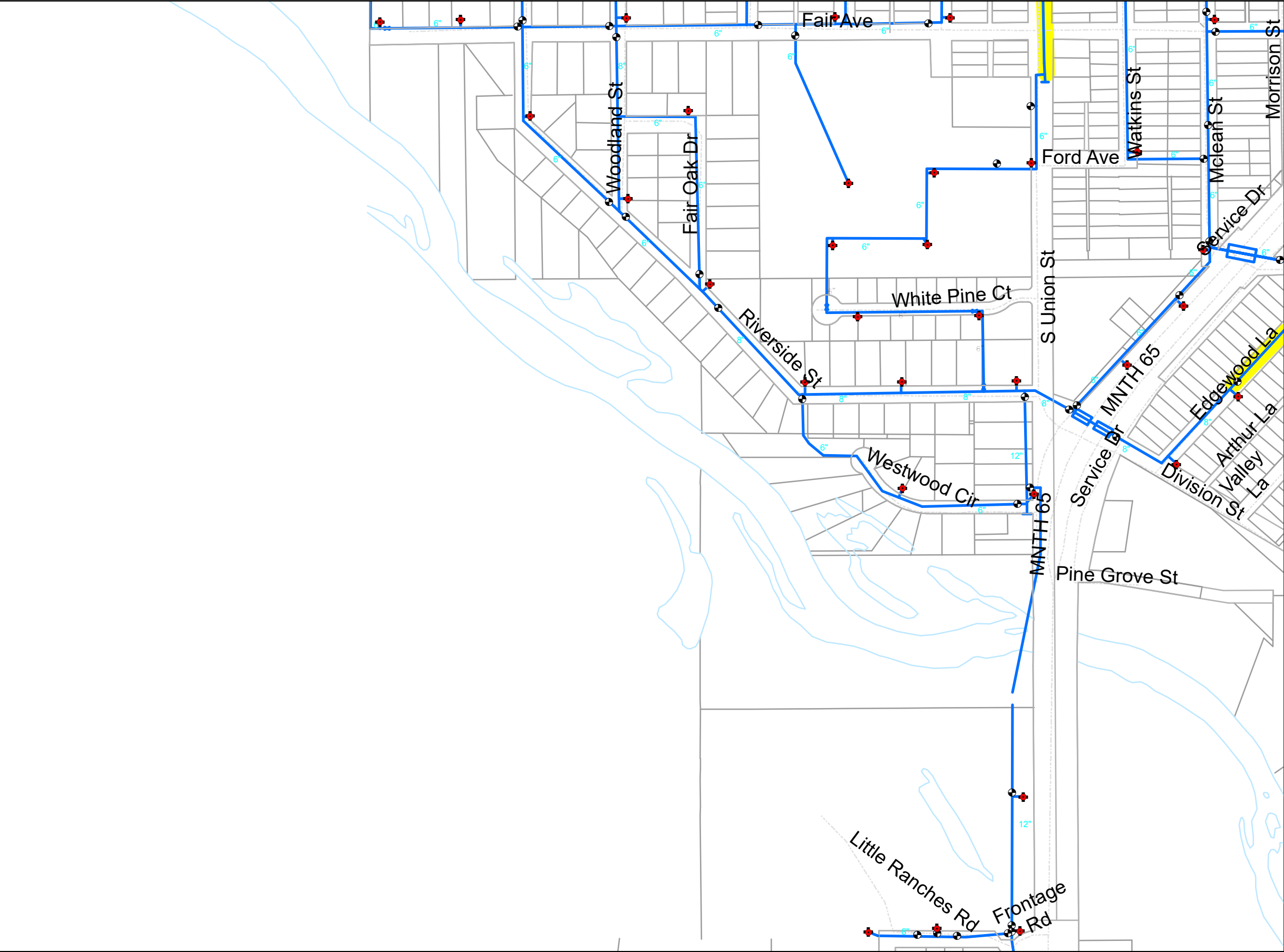
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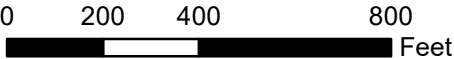
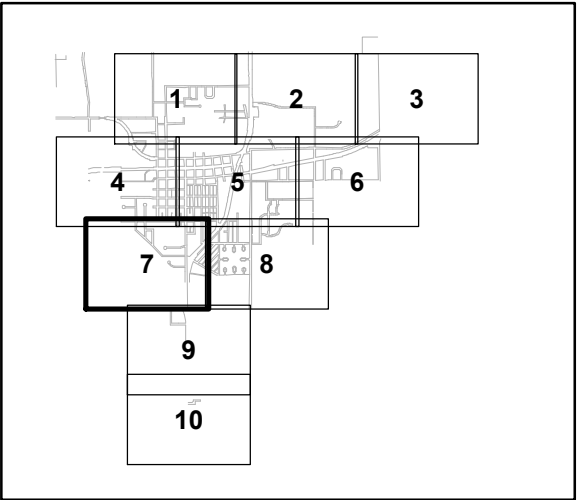
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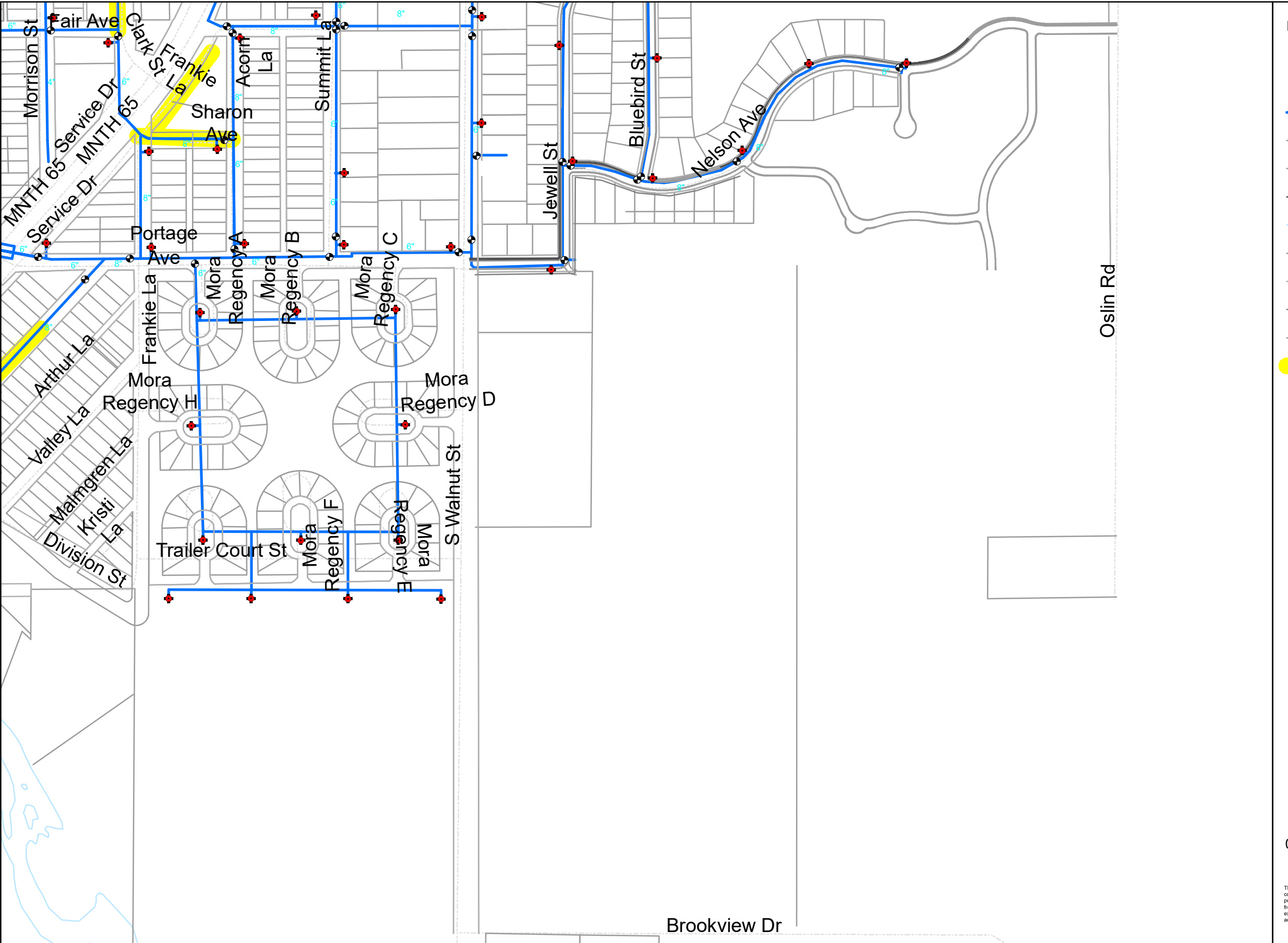
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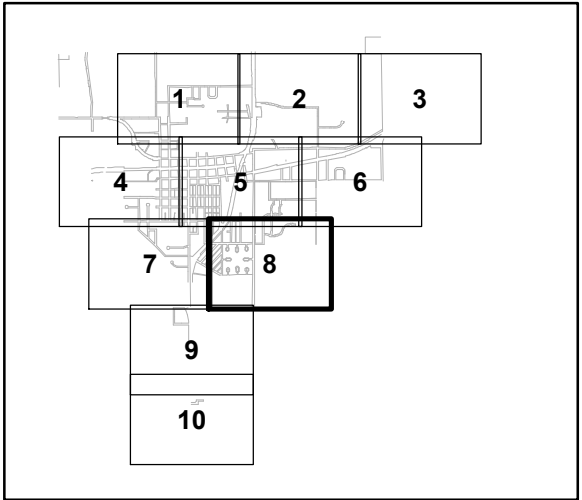
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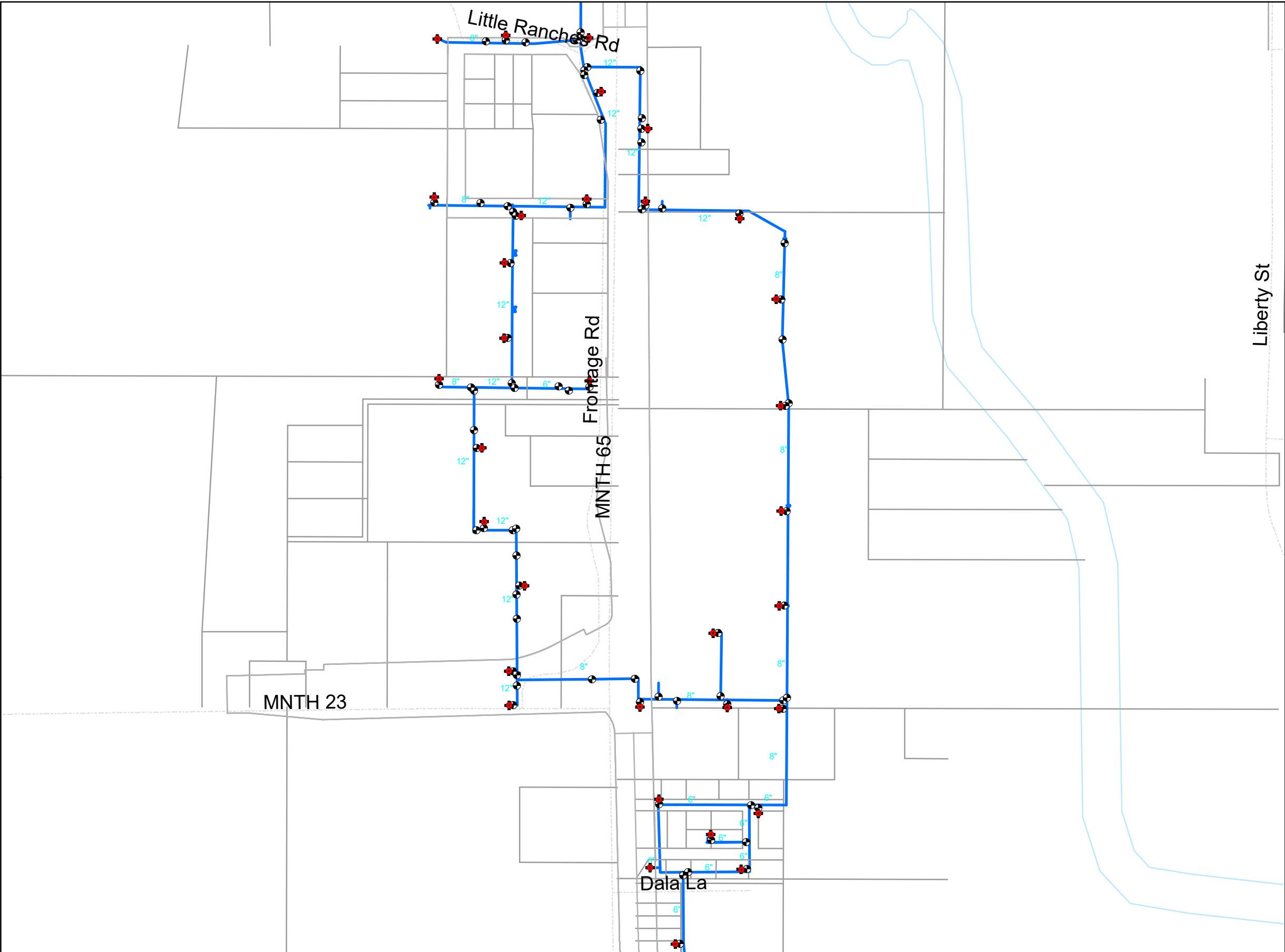
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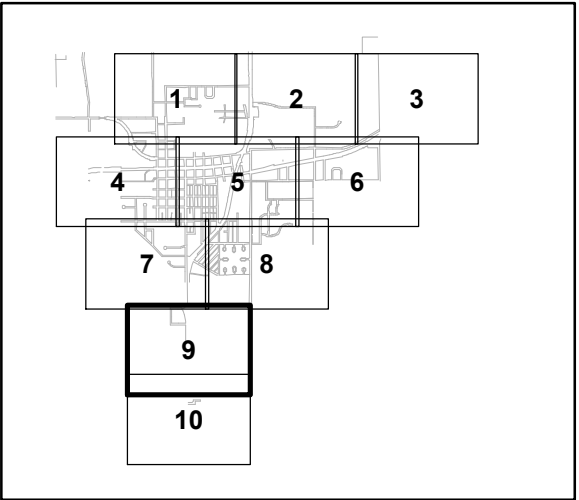
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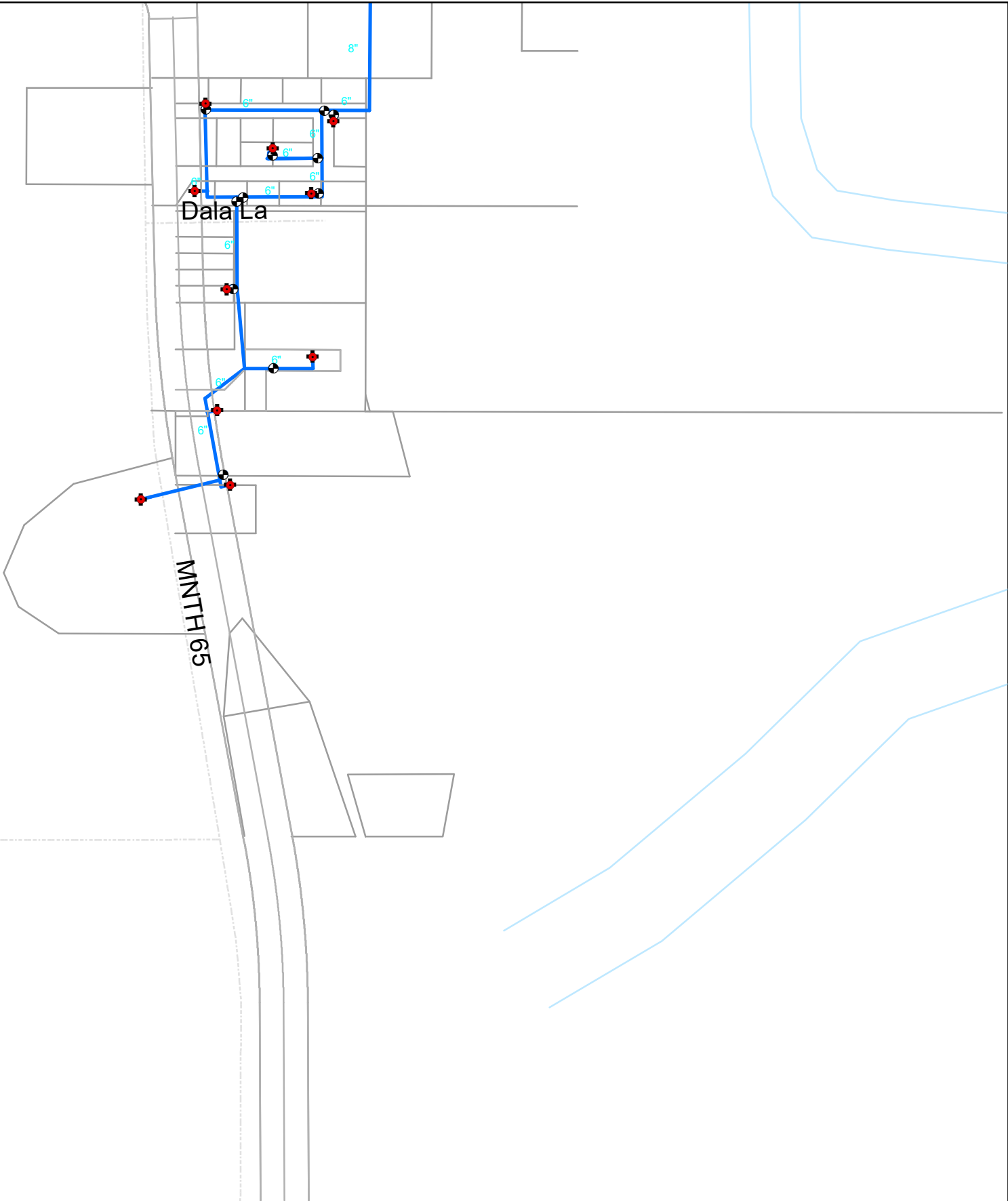
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WATER UTILITES
Mora, Minnesota

**Water System
Map Book**

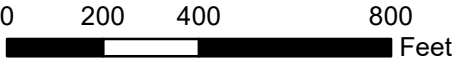
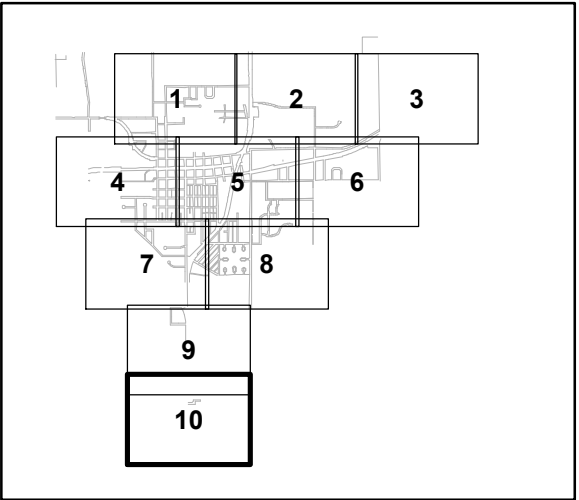
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Appendix A

Rating System

Rating system

Surface rating	Visible distress*	General condition/ treatment measures
10 Excellent	None.	New construction.
9 Excellent	None.	Recent overlay. Like new.
8 Very Good	No longitudinal cracks except reflection of paving joints. Occasional transverse cracks, widely spaced (40' or greater). All cracks sealed or tight (open less than 1/4").	Recent sealcoat or new cold mix. Little or no maintenance required.
7 Good	Very slight or no raveling, surface shows some traffic wear. Longitudinal cracks (open 1/4") due to reflection or paving joints. Transverse cracks (open 1/4") spaced 10' or more apart, little or slight crack raveling. No patching or very few patches in excellent condition.	First signs of aging. Maintain with routine crack filling.
6 Good	Slight raveling (loss of fines) and traffic wear. Longitudinal cracks (open 1/4" - 1/2"), some spaced less than 10'. First sign of block cracking. Slight to moderate flushing or polishing. Occasional patching in good condition.	Shows signs of aging. Sound structural condition. Could extend life with sealcoat.
5 Fair	Moderate to severe raveling (loss of fine and coarse aggregate). Longitudinal and transverse cracks (open 1/2") show first signs of slight raveling and secondary cracks. First signs of longitudinal cracks near pavement edge. Block cracking up to 50% of surface. Extensive to severe flushing or polishing. Some patching or edge wedging in good condition.	Surface aging. Sound structural condition. Needs sealcoat or thin non-structural overlay (less than 2")
4 Fair	Severe surface raveling. Multiple longitudinal and transverse cracking with slight raveling. Longitudinal cracking in wheel path. Block cracking (over 50% of surface). Patching in fair condition. Slight rutting or distortions (1/2" deep or less).	Significant aging and first signs of need for strengthening. Would benefit from a structural overlay (2" or more).
3 Poor	Closely spaced longitudinal and transverse cracks often showing raveling and crack erosion. Severe block cracking. Some alligator cracking (less than 25% of surface). Patches in fair to poor condition. Moderate rutting or distortion (1" or 2" deep). Occasional potholes.	Needs patching and repair prior to major overlay. Milling and removal of deterioration extends the life of overlay.
2 Very Poor	Alligator cracking (over 25% of surface). Severe distortions (over 2" deep) Extensive patching in poor condition. Potholes.	Severe deterioration. Needs reconstruction with extensive base repair. Pulverization of old pavement is effective.
1 Failed	Severe distress with extensive loss of surface integrity.	Failed. Needs total reconstruction.

* Individual pavements will not have all of the types of distress listed for any particular rating. They may have only one or two types.

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We're confident in our ability to balance these requirements.

JOIN OUR SOCIAL COMMUNITIES





OFFICE

KANABEC COUNTY SHERIFF

SHERIFF BRIAN SMITH

18 NORTH VINE STREET, SUITE 143, MORA, MN 55051

January 2023

During the month of January, 2023 Kanabec County Sheriff's Office contract cars responded to or initiated 461 calls for service within the City of Mora. The most frequent calls for service were traffic enforcement (106), medical emergencies (77), and security foot patrols (24)

Mora contract deputies completed MN Board of Peace Officer Standards and Training approved courses in:

- Data Practices for Front Line Officers
- Ethical Use of Computer databases
- Vehicle Impounds and Inventories

No community events to be attended

The Kanabec County Sheriff's Office continues to proudly serve the citizens of Mora within Kanabec County. The Sheriff's Office encourages any and all community members to contact our office with any questions, comments, or concerns.

Sincerely,

Sergeant Dylan VanGorden #3104

WEARING THE STAR OF HONOR AND SERVICE

ADMINISTRATION (320) 679-8410 • 24 HOUR DISPATCH (320) 679-8400 • FAX (320) 679-8422

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CAD Summary Report

Printed On: 02/16/23 10:14

Kanabec County Sheriff's Office

	01/23	Total
911 Hang-ups-Abandoned-Open Line	26	26
Agency Assist	12	12
Alarms All (Home, Business, Bank, misc)	11	11
Animal-All Other	5	5
Assault	1	1
Building Security Checks	1	1
Child Custody Issues	1	1
Civil Assist	4	4
Community	1	1
Disorderly Conduct	5	5
Domestic Disturbance/Assaults	4	4
Drug calls - All	1	1
DTP	4	4
Escorts-Funerals, Races, etc	1	1
Fire- Mora Area Fire Calls	4	4
Fires - All Others	2	2
Foot Patrol	2	2
Found - animals, property, etc	3	3
Fraud	5	5
Harassing communications calls	1	1
Health and Safety	1	1
Hospice Deaths	4	4
Information and misc calls	10	10
Juvenile calls excluding tobacco, drugs, alcohol	4	4
Juvenile Tobacco complaints	1	1
Maltreatment	13	13
Medical - Drug Overdoses	1	1
Medical Emergency	77	77



CAD Summary Report

Printed On: 02/16/23 10:14

	01/23	Total
Meetings and Presentations	2	2
Motorist Assist calls	1	1
Neighborhood Disputes	3	3
Noise - including loud music, parties, etc	1	1
POR- Predatory Offender calls	19	19
Public assist calls	10	10
Records checks	1	1
Road Hazards	1	1
Secure Helipad	8	8
Snowbird Parking	10	18
Suicide threats-attempts	6	6
Suspicious- persons, vehicles, and occurrences	14	14
Theft-not vehicle	8	8
Threats	5	5
Traffic / Driving complaints	1	11
Traffic Accident	1	8
Traffic Violation	4	106
Trespassing complaints	1	1
Unwanted person	3	3
Vehicle off Road	3	3
Vehicle Theft	1	1
Violation of Court Order	3	3
Warrant Entry and Arrests	9	9
Weather - Monthly Test	1	1
Welfare Check	14	14
Total	335	461

City of Mora Airport Board
Meeting Minutes
5:00 p.m. Tuesday, February 14, 2023
Mora City Hall, 101 Lake St. S, Mora, MN

Pursuant to due call and notice thereof Nick Stafford called to order the regular meeting of the Airport Board at 5:03 p.m., on Tuesday, February 14, 2023, in the Mora City Hall council chambers.

2. Oath of Office: Kara Kastenbauer took the oath of office.

3. Roll Call: Present: Karla Kastenbauer, Stefan Salmonson (via phone), Nick Stafford

Absent: Sadie Broekemeier, Dave Gunderson

Staff Present: City Administrator Glenn Anderson, Airport Manager Joe Kohlgraf

4. Adopt Agenda: MOTION made by Kastenbauer, seconded by Salmonson, and unanimously carried to adopt the agenda.

5. Election of Officers for 2023: MOTION made by Kastenbauer for Stafford to serve as Chairperson, seconded by Salmonson and unanimously carried. MOTION made by Stafford for Kastenbauer to serve as Vice Chairperson, seconded by Salmonson and unanimously carried.

6. Minutes: MOTION made by Salmonson, seconded by Kastenbauer and unanimously carried to approve the minutes from Dec. 13, 2022 as presented.

7. New Business: (none)

8. Old Business: (none)

9. Reports: Kohlgraf provided the board with a verbal update on the airport taxiway and runway rehabilitation project. There are some issues with funding at the moment because there is debate about if the pavement is bad enough to justify a full rehabilitation. Kohlgraf is working on providing more documentation about the existing conditions.

10. Adjournment: MOTION made by Kastenbauer, seconded by Salmonson and unanimously carried to adjourn the Airport Board meeting at 5:07 p.m.

The next regular meeting of the Airport Board is scheduled for **5 p.m. Tuesday, March 14, 2023.**

Board Chair

Attest: _____
Kirsten Faurie, Community
Development Director

**City of Mora Planning Commission
Minutes
5:30 p.m. Monday, February 13, 2023
Mora City Hall, 101 Lake St, Mora, MN 55051**

Pursuant to due call and notice thereof Sheldon Shepard Jake Mathison called to order the regular meeting of the Planning Commission at 5:35 p.m. Monday, February 13, 2023, in the Mora City Hall council chambers.

- 2. Oath of Office:** Dahlberg and Shepard took the Oath of Office.
- 3. Roll call:**
Commissioners present: Sheldon Shepard, Sara Treiber, Tim Dahlberg, Jody Anderson
Commissioners absent: Lance Strande
Staff present: City Administrator Glenn Anderson, Community Development Director Kirsten Faurie
- 4. Adopt Agenda:** MOTION made by Treiber, seconded by J. Anderson and unanimously carried to adopt the agenda as presented.
- 5. Election of Officers:**
MOTION by J. Anderson to select Shepard as Chairperson. Seconded by Treiber and unanimously carried.
MOTION by Dahlberg to select Treiber as Vice Chairperson. Seconded by J. Anderson and unanimously carried.
MOTION by Treiber to select Faurie as Secretary. Seconded by Dahlberg and unanimously carried.
- 6. Approval of Minutes:**
 - a. MOTION made by Treiber, seconded by Shepard and unanimously carried to approve the December 12, 2022 minutes as presented.
- 7. Open Forum:** No one spoke during open forum
- 8. Old Business:** None
- 9. Public Hearings:** None
- 10. New Business:** None
- 11. Reports:**
 - a. Commissioners reviewed the 2022 Summary of Construction activity. Discussion was had regarding what new construction activity might look like in 2023 considering inflation, rising interest rates and a possible recession.
- 12. Adjournment:** MOTION to adjourn by Dahlberg, seconded by J. Anderson, and unanimously carried to adjourn the Planning Commission meeting at 5:46 p.m. The next regular meeting of the Planning Commission is scheduled for **5:30 p.m. Monday, March 13, 2023.**

Commission Chair

Attest: _____
Kirsten Faurie,
Community Development Director

City of Mora Economic Development Authority

Minutes

2:00 p.m. Tuesday, February 7, 2023

Mora City Hall, 101 Lake St. S, Mora, MN

Pursuant to due call and notice thereof Dan Johnson called to order the regular meeting of the EDA at 2:03 p.m., on Tuesday, February 7, 2023, in the Mora City Hall council chambers.

2. Oath of Office: Mike Segner and Rose Krie took the oath of office.

3. Roll Call: Present: Jody Anderson, David Youngquist, Dan Johnson, Alison Holland, Mike Segner, Rose Krie

Absent: Brett Baldwin, Robert Jensen

Staff Present: City Administrator Glenn Anderson, Community Development Director Kirsten Faurie, Administrative Services Director Natasha Segelstrom, Accountant Kelly Christiansen

4. Adopt Agenda: MOTION made by Krie, seconded by Youngquist, and unanimously carried to adopt the agenda.

5. Election of Officers for 2023:

MOTION made by Segner to select Johnson as President. Seconded by J. Anderson and unanimously carried.

MOTION by Segner nominating himself to serve as Vice President. Seconded by Youngquist and unanimously carried.

MOTION by Johnson to select Faurie as Secretary, seconded by Segner and unanimously carried.

MOTION by J. Anderson to select Jensen as Treasurer. Seconded by Krie and unanimously carried.

6. Minutes: J. Anderson noted an incomplete sentence in the Nov. 1, 2022 minutes under item *8c 2023 EDA Meeting Schedule*. The sentence should read:

c. 2023 EDA Meeting Schedule: MOTION by Jensen to adopt the 2023 EDA Meeting Schedule as presented, seconded by Baldwin and unanimously carried.

MOTION made by Krie, seconded by J. Anderson and unanimously carried to approve the Nov. 1, 2022 minutes as amended.

7. Claims: MOTION by Segner, seconded by Krie and unanimously carried to approve the October-November 2022, November-December 2022, and December 2022-January 2023 claims.

8. Open Forum: No persons spoke during open forum.

9. Special Business: None

City of Mora Economic Development Authority

Minutes

2:00 p.m. Tuesday, February 7, 2023

Mora City Hall, 101 Lake St. S, Mora, MN

10. New Business

a. Small Cities Development Program Grant Amendment Request: Faurie explained how the city worked with the Central Minnesota Housing Partnership to administer the Small Cities Development Grant. The funds may be used to improve safety and certain structural repairs for a variety of residential homes. Faurie noted that funds that are not used are forfeited back to DEED. Owner-occupied home projects were proving more popular than rental projects, so Faurie recommended reallocating funds slatted for rental projects to owner-occupied projects. This would increase the number of homes that could receive repairs. This transfer is accomplished by submitting a Grant Amendment Request to Deed.

MOTION by Segner, seconded by Krie and unanimously carried to recommend city council approval of the DEED grant amendment request as presented.

b. 2022 Annual Summary of Economic Development Activities: Faurie informed the commissioners the EDA presents the city council with an annual report of the past year's activities. As Faurie has not been with the city for a full year, asked the EDA if they would review the report for any items that may have omitted. J. Anderson asked why more action hadn't been taken related to increasing local tourism. J. Anderson noted tourism, particularly marketing via social media, had been priority action item set by the EDA for years. It was discussed to look and find where these priorities had been set and if the EDA had done some strategic planning in the past to guide its priorities and activities. G. Anderson suggested coordinating with the Mora Area Chamber of Commerce or perhaps creating a budget and/or committee specifically for tourism activities.

Commissioners discussed if it would be the city EDA, the Chamber or perhaps a special Visitors Bureau that would spearhead tourism efforts. The consensus was to invite the Chamber director to the next meeting of the EDA and put tourism on the next EDA agenda.

11. Old Business: None

12. Reports

a. Quarterly Financial Report: Segelstrom presented the Quarterly Financial Report with an update on the repayment of COVID-19 Emergency Assistance Loans. J. Anderson asked if the city's COVID-era, temporary ordinance allowing restaurants to have additional outdoor seating was still in place or if it needed to be rescinded by the council. Staff said they would research the matter and respond with an answer at a later date.

City of Mora Economic Development Authority

Minutes

2:00 p.m. Tuesday, February 7, 2023

Mora City Hall, 101 Lake St. S, Mora, MN

b. Kirsten Faurie Report of Recent Activity: Faurie reported on her recent activity and asked the EDA for guidance regarding Northstar RE. In 2018 the City of Mora entered a purchase agreement with Northstar RE for land in the Industrial park. Terms of the agreement included job creation goals that have not been met and that Northstar RE would pay the city \$2,816.96 per missing job . Faurie asked the EDA if they wanted her to proceed with the process laid out in the purchase agreement to claim funds owed to the city.

MOTION by Segner to follow the structure of the agreement, seconded by J. Anderson and unanimously carried.

c. Mora Summary of Construction Activity 2022: Faurie presented the summary of construction activity. G. Anderson discussed the new Dollar General and some questions members of the public have had about its construction.

13. Communications:

a. Kanabec County EDA Minutes (November & December):

b. Initiative Foundation

c. GPS 45:93 2022 Highlights

Faurie invited the Commissioners to attend the Highway 65/23 Corridor Study Open House hosted by MnDOT on Feb. 22 5-7 p.m. at Mora City Hall

Holland gave a verbal report noting that in April, the county and Highway 23 Coalition will be meeting Representative Pete Stauber to discuss the future of the highway.

G. Anderson introduced the city's new accountant, Kelly Christiansen, who spoke a little about herself and thanked the EDA.

14. Adjournment: MOTION by Segner, seconded by Johnson and unanimously carried to adjourn the EDA meeting at 2:49 p.m.

The next regular meeting of the EDA is **2 p.m. Tuesday, May 2, 2023.**

President

Kirsten Faurie
Community Development Director



MEMORANDUM

Date February 21, 2023
To Mora City Council
From Kirsten Faurie, Community Development Director
RE Summary of 2022 Economic Development Activities

SUMMARY

The Economic Development Authority of the City of Mora bylaws establish that the EDA shall prepare and submit an annual report to the City Council by March 1 of each year.

2022 SUMMARY OF ECONOMIC DEVELOPMENT ACTIVITIES

Staff Changes

- City of Mora Community Development Director Angela Grafstrom's last day with the city was May 7, 2022; the city hired Kirsten Faurie as her replacement who started on July 18. The Kanabec County EDA also hired a new executive director, Jim Hartshorn, who began in the fall.

Tax Abatement

- The City of Mora continues to give tax abatement payments for the two organizations that have tax abatement agreements with the city.
 - One, Northland Process Piping, agreed to create 15 FTE jobs over 12 years with a total possible abatement of \$37,500. To date NPP has received \$26,823.15 in abatement.
 - Two, JCF Properties, agreed to renovate the former motel into a minimum of 20 residential units and receive abatement of \$100/unit/year over 10 years with a maximum total abatement of \$20,000. To date JCF has received \$10,333.98 in abatement.

Business Retention & Expansion

- Part of the general services of the Community Development Office is connecting business owners with available resources for funding, business support, planning, education or finding locations that suit their needs. Part of this is accomplished by having regular meetings with area business owners. City staff has partnered with the County EDA and the ECRDC to have regularly scheduled meetings with businesses.

Housing Development

- City staff is working closely with the County EDA to bring housing developers on tours of 5-7 sites that could be prime locations for future housing development.
- The Planning Commission and City Council approved rezoning a parcel of property at the intersection of Highway 65/Ninth Street from B-2 General Business District to R-3 Multi-family residential. The property owner has expressed an interest in building either duplexes or fourplexes on the lot.

Community Venture Network

- In 2022 the GPS 45:93 group was a member of the Community Venture Network. CVN hosts quarterly events that feature presentations by businesses looking for communities that could support them and supply their needs. The events also served as networking opportunities. Staff attended two of these events. GPS 45:93 has not continued their membership to CVN in 2023 and will be instead use the funds for different purposes.

Small Cities Development Program (SCDP)

- The Mora EDA is participating in a 2-year residential rehabilitation program that provides 0% interest, forgivable loans to eligible homeowners and rental owners to repair residences. Eligible projects include repairs to improve health and safety (plumbing, heating, electric, and lead hazards); installation or repair of handicap accessible ramps, doors, and bathroom fixtures; or repairs to building structure (foundation, windows, doors, siding, roofing). The grant program expires September 30, 2023 but may be extended if projects are ongoing.

GPS 45:93

- The City of Mora continued its membership of the GPS 45:93 Economic Development Partnership which promotes the East Central region as a great place to live, work and recreate. The group works to provide education and networking opportunities for members, Promote enhancement of the regional workforce and infrastructure, attract new business and support existing business. Mora was selected to host a meeting of this group in the summer of 2023; Kirsten joined the marketing committee to help the group through a potential name change that will better reflect its purpose.

Childcare

- Staff has participated in the Kanabec Childcare Capacity Builders group on a monthly basis; Kirsten was selected as the group chair in January.
- Staff continues to have conversations with providers, businesses and state agencies to explore options and action plans to support area childcare.

Miscellaneous Activities

- EDA staff has participated in multiple professional development and training opportunities including the Minnesota Economic Development Foundation's Basic Economic Development Course which was a week-long training in October.
- EDA staff attended the Initiative Foundation's Central Minnesota Housing Summit at Grand Casino Mille Lacs Dec. 6-7
- EDA Staff has continuously attended Kanabec EDA meetings
- Participated in a tour of the new Mora High School construction site
- Attended Mora Business Center hosted by BCI
- City Staff has been working with Vasaloppet USA to discuss ways to increase tourism aspects of the Vasaloppet events. Discussion has focused on options for family-friendly satellite events, street vendors, food and alcohol.



CITY OF MORA, MN
SUMMARY OF CONSTRUCTION ACTIVITY 2022

	2022	2021
TOTAL NUMBER OF BUILDING PERMITS ISSUED	162	161
TOTAL VALUATION OF PERMITS	\$6,540,224	\$3,251,950

Total Commercial Permits	17	15
Total Commercial Valuation	\$2,917,906	\$747,030

Total Residential Permits	117	130
Total Residential Valuation	\$3,622,318	\$2,504,920

New Single Family Homes

1. Less Caswell	720 Highway 65
2. Heartland Acre	404 Bluebird St
3. Heartland Acre.....	406 Bluebird St
4. Heartland Acre.....	409 Cardinal St
5. Heartland Acre.....	411 Cardinal St
6. Regency of Minnesota Inc.....	708 Kenwood Ln
7. Regency of Minnesota Inc	709 Kenwood Ln
8. Regency of Minnesota Inc	732 Kenwood Ln
9. Regency of Minnesota Inc	721 Portage Ave
10. Regency of Minnesota Inc	942 Frankie Ln

New Commercial Buildings

1. Dollar General	140 Little Ranches Rd
2. RJ Mechanical	901 N Industrial Park Rd

Building Official Services Invoiced

1. City of Ogilvie	\$4,270.25
2. City of Quamba	\$203.19

Miscellaneous

1. Maintenance Permits.....	71
2. Plumbing Permits	17

3. Mechanical Permits	25
4. Fence Permits	7
5. Sign Permits	8
6. Demolition Permits	4
7. Forfeited Deposits	\$14,000.00