



City of Mora  
Kanabec County, Minnesota  
Meeting Agenda  
City Council

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

Tuesday, July 20, 2021

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. Joint City Council/PUC Work Session Minutes – June 14, 2021
  - b. Joint City Council/ HRA Board Work Session Minutes – June 15, 2021
  - c. Regular Meeting Minutes – June 15, 2021
  - d. June 2021 Claims
  - e. Gambling Permit – Mora Lions Club
  - f. Accept Restricted Donations
  - g. Accept Letter of Resignation – Firefighter
  - h. Business License Renewals
  - i. Gambling Permit – MN Deer Hunters Association Snake River
  - j. Special Event Permit Application – 2021 Mora Fly-In
  - k. Special Event Permit Application – 2021 Fall Fest
- 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**

None
- 7. Public Hearings**

None
- 8. New Business**
  - a. 2022 KCSO Law Enforcement Contract
  - b. Building Official Services Agreement
  - c. Park Board Resignations and Discussion
  - d. 2021 Trail Plan Update
  - e. Kanabec County Comprehensive Land Use Plan Update – Request for Council Representative
- 9. Old Business**
  - a. Housing and Redevelopment Authority Board Appointment
- 10. Communications**
  - a. Kanabec County Agricultural Society Correspondence
  - b. KCSO Monthly Report – June 2021
  - c. MAFD Monthly Report – June 2021
  - d. Planning Commission Meeting Minutes – July 7, 2021
- 11. Reports**
  - a. City Administrator
  - b. Councilmember Anderson

- c. Councilmember Broekemeier
- d. Councilmember Mathison
- e. Councilmember Shepard
- f. Mayor Skramstad

**12. Adjournment**

Pursuant to due call and notice thereof Mayor Alan Skramstad and Public Utilities Commission Chair Greg Ardner called to order the joint work session of the Mora City Council and Public Utilities Commission at 4:00pm on Monday, June 14, 2021, in the city hall council chambers.

- 2. Roll Call:** City Council Members Present: Mayor Alan Skramstad, Jody Anderson, Jake Mathison, and Kyle Shepard  
Absent: Sadie Broekemeier  
Public Utilities Commission Present: Chair Greg Ardner and Brett Baldwin  
Absent: Ryan Christianson  
Staff Present: City Administrator/Utilities General Manager Lindy Crawford and City Accountant Sara King
- 3. Adopt Agenda:** COUNCIL MOTION made by Mathison, seconded by Anderson, and unanimously carried to approve the agenda as presented.  
PUC MOTION made by Baldwin, seconded by Ardner, and unanimously carried to approve the agenda as presented.
- 4. Housing & Redevelopment Authority of Mora (HRA):**
  - a. HRA Organizational Structure:** Crawford recapped recent staffing events with the HRA which resulted in Crawford's appointment by the HRA Board, as the interim executive director, causing Crawford to shift some focus from city administrator and utility general manager duties to some duties of the HRA executive director position, without clear direction from the Council or PUC and without compensation for the additional duties due to a lack of funding at the HRA.  
  
Discussion ensued regarding the possible merger of HRA staff with City and MMU staff and ways to fund the budget for staffing needs which included discussion of a possible PUC cash contribution.  
  
The council and PUC asked for a lookback of impacted staff time spent on HRA duties; Crawford was directed by the council and PUC to continue to divide time between the HRA, city, and utilities as practiced, and to continue tracking time spent on the HRA for a future backpay when possible.  
  
King reported 10 of 13 SMMPA community surveyed respondents contributed to their city's general fund and explained the method those contributions took place.  
  
Discussion ensued regarding HRA operations in addition to specific staff positions possibly needed and how best to streamline a merger and future operations.  
  
The council and PUC consensus was to agree move forward with a compensation and classification study and directed Crawford to bring a proposal to the joint July meeting.  
  
The council and PUC consensus was to move forward with a possible contribution from the PUC to the City in the form of a dollar amount, similar to the way the liquor store makes an annual contribution to the city and directed Crawford to return with a figure/amount for a possible contribution at the July joint meeting.

5. **Adjournment:** COUNCIL MOTION made by Mathison, seconded by Shepard, and unanimously carried to adjourn at 5:18pm.  
PUC MOTION made by Baldwin, seconded by Ardner, and unanimously carried to adjourn at 5:18pm.

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Mayor

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Deputy City Clerk

DRAFT

Pursuant to due call and notice thereof Mayor Pro-Tem Jody Anderson and HRA Board Chair Dennis Olson called to order the joint work session of the Mora City Council and Mora HRA at 5:00pm on Tuesday, June 15, 2021, in the city hall council chambers.

2. **Roll Call:** City Council Members Present: Jody Anderson, Sadie Broekemeier, Jake Mathison, and Kyle Shepard  
Absent: Mayor Alan Skramstad  
HRA Board Members Present: Michael Anderson, Robert Jensen, Jake Mathison, and Dennis Olson  
Staff Present: City Administrator/Interim Executive Director Lindy Crawford and Deputy City Clerk Mandi Yoder
3. **Adopt Agenda:** COUNCIL MOTION made by Shepard, seconded by Mathison, and unanimously carried to approve the agenda as presented. HRA MOTION made by Jensen, seconded by Mathison, and unanimously carried to approve the agenda as presented.
4. **Housing & Redevelopment Authority of Mora (HRA):**
  - a. **HRA Organizational Structure:** Crawford reported the City Council and Public Utilities Commission (PUC) met the previous night and discussed a potential merger of the City and HRA, how it would impact existing city staff, and the possible need for financial compensation to directly affected city staff if recommended by a compensation and classification study.  
  
Crawford presented a sample post-merger organization chart. Discussion ensued regarding HRA staffing needs, the organization chart, and what steps had been taken in preparation for a potential merger in addition to future steps needed.  
  
Discussion ensued regarding the HRA board application status.  
  
The City Council and HRA consensus were for any options to remain on the table as a potential solution to cover the cost of staffing needs for HRA operations, including the possible need to sell Eastwood and/or implement an HRA levy.  
  
The consensus by both boards was to move forward with the plan to merge the HRA and City, for the time being.
5. **Adjournment:** COUNCIL MOTION made by Mathison, seconded by Shepard, and unanimously carried to adjourn at 5:47pm. HRA MOTION made by Anderson, seconded by Jensen, and unanimously carried to adjourn at 5:48pm.

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Mayor

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Deputy City Clerk



Pursuant to due call and notice thereof Mayor Pro-Tem Jody Anderson called to order the regular meeting of the Mora City Council at 6:30 PM on Tuesday, June 15, 2021, in the city hall council chambers.

2. **Roll Call:** Present: Councilmembers Jody Anderson, Sadie Broekemeier, Jake Mathison, and Kyle Shepard  
Absent: Mayor Alan Skramstad  
Staff Present: City Administrator Lindy Crawford, Community Development Director Beth Thorp, and Deputy City Clerk Mandi Yoder
3. **Adopt Agenda:** MOTION made by Mathison, seconded by Shepard, and unanimously carried by the City Council to approve the agenda as presented.
4. **Consent Agenda:** MOTION made by Mathison, seconded by Broekemeier, and unanimously carried by the City Council to approve the consent agenda as presented.
  - a. Work Session Minutes – May 18, 2021
  - b. Regular Meeting Minutes – May 18, 2021
  - c. May 2021 Claims
  - d. Gambling Permit – MAFD Relief Association
  - e. Fire Hall Use Request – MAFD Relief Association
  - f. Approve Hire of Administrative Services Director
  - g. Accept Restricted Donations RESOLUTION NO. 2021-621
  - h. Certification of Unpaid Utility Charges RESOLUTION NO. 2021-622
5. **Open Forum:** No one spoke at open forum.
6. **Special Business:**
  - a. **Resolution in Support – County-wide Broadband Internet:** The council reviewed information presented regarding a county-wide broadband effort for high-speed internet services. The council approved the following motion because of the need for high-speed internet for all county residents. MOTION made by Mathison, seconded by Shepard, and unanimously carried by the City Council to approve the following resolution:

RESOLUTION NO. 2021-623  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
PROVIDING SUPPORT FOR BROADBAND (HIGH SPEED) INTERNET SERVICES  
IN KANABEC COUNTY, MINNESOTA  
(see attached)
7. **Public Hearings:** There were no public hearings.
8. **New Business**
  - a. **American Rescue Plan (ARP) and Coronavirus State and Local Fiscal Recovery Funds (CSLFRF/CLFRF):** Crawford reported on March 11, 2021, in response to the COVID-19 pandemic, President Biden signed into law the American Rescue Plan (ARP). Crawford expounded the ARP contained the Coronavirus State and Local Fiscal Recovery Funds program (CSLFRF) and each township, city, and county must apply in order to participate. The funds, if approved and as determined by the State of Minnesota, could be used for five objectives with the spending deadline of December 31, 2024:
    - Support public health expenditures,

- Address negative economic impacts caused by the public health emergency,
- Replace lost public sector revenue,
- Provide premium pay for essential workers,
- Invest in water, sewer, and broadband infrastructure.

Crawford stated 50% of the CSLFRF funds would arrive in June/July 2021 with the remaining 50% arriving one year later. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried by the City Council to approve the following resolution:

RESOLUTION NO. 2021-624  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
TO APPLY FOR THE CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS  
ESTABLISHED UNDER THE AMERICAN RESCUE PLAN  
(see attached)

- b. Minor Subdivision – Youngblom & McNally and Torrey:** The council reviewed an application for a minor subdivision to split property from 930 Highway 65 South, owned by Torrey, and combine it with property at 207 Pine Grove Street, owned by Youngblom and McNally. Thorp explained the subdivision would bring the Youngblom and McNally property into compliance for frontage on public-right-of-way in addition to smoothing out the property lines and making them more useful. MOTION made by Shepard, seconded by Mathison, and unanimously carried by the City Council to approve the following resolution:

RESOLUTION NO. 2021-625  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA APPROVING  
A MINOR SUBDIVISION AS REQUESTED BY THOMAS YOUNGBLOM & KRISTINE McNALLY  
AND THE JERRY F. TORREY TRUST & DIANE I. TORREY TRUST  
(see attached)

- c. Dog Park Rules & Text Amendment – Off-leash Dog Park regulations:** The council reviewed rules for the proposed dog park and reviewed the amending text to city code to allow for regulations at the off-leash dog park. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried by the City Council to adopt the dog park rules as presented. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried by the City Council to adopt the following ordinance as presented:

ORDINANCE NO. 483  
AN ORDINANCE AMENDING CHAPTER 90 (ANIMALS) AND CHAPTER 55 (PARKS, TRAILS  
AND OPEN SPACE) OF THE MORA CITY CODE TO INCLUDE  
REGULATIONS AT AN OFF-LEASH DOG PARK  
(see attached)

- d. Fencing for Dog Park:** The council reviewed quotes presented for the fencing materials and installation at the dog park. Crawford recommended moving forward with the fence quote from Century because the fence included three (3) inch piping instead of the lowest bid with two and three-eighths inch piping.

Discussion ensued regarding parking, usage of the overall area by other groups, handicap accessibility, and dogs on leashes. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried by the City Council to accept the quote from Century Fence Company for fencing for the dog park.

- e. **Public Building Rent Increase – 100 Union Street South:** The council reviewed staff's recommendation to increase the rent for the public building leased to the Vasaloppet, Inc., located at 100 Union Street South, from \$200.00 per month to \$210.00 per month, and begin September 1, 2021 with the lease agreement ending August 31, 2023; increasing the rate would be consistent with other public building rental rates. MOTION made by Mathison, seconded by Shepard, and unanimously carried by the City Council to approve a rent increase of 5% beginning September 1, 2021, for the public building leased to the Vasaloppet, Inc. and located at 100 Union Street South, as presented.
  - f. **Public Building Lease Agreement Renewal – 16 Lake Street North:** The council reviewed a new lease agreement with Pine Technical and Community College (Pine Tech) for the building space at 16 Lake Street North, also know as the Teleworks Center. The new lease agreement was set to begin July 1, 2021, and end June 30, 2024; rent would be \$210.00 per month and would increase 5% to \$220.00 per month from July 1, 2022, through June 30, 2024; Pine Tech would sublet the space to the Mora Area Chamber of Commerce in the duration of the lease. MOTION made by Shepard, seconded by Broekemeier, and unanimously carried by the City Council to approve the proposed lease agreement with the State of Minnesota, by and through the Board of Trustees of Minnesota State Colleges and Universities on behalf of Pine Technical and Community Colleges for the public building located at 16 Lake Street North, as presented.
  - g. **COVID-19 Vaccination Efforts Discussion:** The council discussed Park Board member concerns that the Mayor and City Administrator gave permission to Kanabec County Public Health to set up a small COVID-19 vaccination tent at Library Park during the June 10<sup>th</sup> Music in the Park (MITP) event without conferring with Park Board members. Discussion ensued regarding the parameters of authority of the Park Board, the Mayor, and the City Administrator. The Council consensus was to occasionally allow a non-distracting vaccination tent, hosted by Kanabec County Public Health, to take place at some future Music in the Park events if Public Health requested. Anderson stated the city had been supportive of all Kanabec County Public Health and MDH's efforts during the pandemic, and that the city would continue to do so.
9. **Old Business:** There were no old business items to discuss.
10. **Communications:** The following communications were reviewed.
- a. Airport Board Meeting Minutes – June 8, 2021: Anderson reported the hangar land lease agreement was ready to be presented to council at an August work session; fly-in donations had been received and was scheduled to take place the 19<sup>th</sup> of September with the Lions club hosting a pancake breakfast.
  - b. MAFD Monthly Report – May 2021
  - c. KCSO Monthly Report – May 2021

#### 11. Reports

- a. City Administrator: Crawford reported former City Clerk of 27 years, Dottie McCallum, passed away and flowers would be sent to her service on behalf of the city using monies from the general fund; the City EDA was moving forward with a promotional video in conjunction with the school district and the video would be filmed all day June 24, 2021.
- b. Councilmember Anderson: Nothing new to report.
- c. Councilmember Broekemeier: Nothing new to report.

- d. Councilmember Mathison: Mathison reported being approached about concerns over excessive noise from the basketball court at Library Park late into the evening/early morning hours. It was declared the best option for a resolution was for residents to contact the Sheriff's Office.
- e. Councilmember Shepard: Shepard stated a resident had asked about a stop sign for the corner of Grove Street and Bean Avenue and received complaints about fireworks at 2:00-3:00am.
- f. Mayor Skramstad: Absent

**12. Adjournment:** MOTION made by Shepard, seconded by Mathison, and unanimously carried to adjourn at 7:18 PM.

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Mayor

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Deputy City Clerk

DRAFT

**CITY OF MORA**  
**CHECK LIST-COUNCIL**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 000734	MSRS					
000734	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,006.37
CHECK # 000734	MSRS					\$1,006.37
CHECK # 000735	MSRS					
000735	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$445.00
CHECK # 000735	MSRS					\$445.00
CHECK # 000736	MSRS					
000736	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$345.00
CHECK # 000736	MSRS					\$345.00
CHECK # 000737	MN DEPT OF REVENUE					
000737	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL WITHHOLDING	\$2,243.50
CHECK # 000737	MN DEPT OF REVENUE					\$2,243.50
CHECK # 000738	US TREASURY - IRS					
000738	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$1,658.46
000738	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$7,091.22
000738	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FED W/H	\$4,309.46
CHECK # 000738	US TREASURY - IRS					\$13,059.14
CHECK # 000739	MN DEPT OF REVENUE					
000739	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE W/HOLD	\$12.58
CHECK # 000739	MN DEPT OF REVENUE					\$12.58
CHECK # 000740	US TREASURY - IRS					
000740	US TREASURY - IRS	GENERAL FUN		Medicare	PAYROLL W/HOLDINGS	\$7.30
000740	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	PAYROLL W/HOLDINGS	\$31.20
000740	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	PAYROLL W/HOLDINGS	\$25.17
CHECK # 000740	US TREASURY - IRS					\$63.67
CHECK # 000741	MSRS					
000741	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$969.08
CHECK # 000741	MSRS					\$969.08
CHECK # 000742	MSRS					
000742	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$445.00
CHECK # 000742	MSRS					\$445.00
CHECK # 000743	MSRS					
000743	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$345.00
CHECK # 000743	MSRS					\$345.00
CHECK # 000744	MN DEPT OF REVENUE					
000744	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE W/H	\$2,526.94
CHECK # 000744	MN DEPT OF REVENUE					\$2,526.94
CHECK # 000745	US TREASURY - IRS					
000745	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FEDERAL W/H	\$4,861.85
000745	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$8,692.20
000745	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$2,032.84
CHECK # 000745	US TREASURY - IRS					\$15,586.89
CHECK # 000746	MSRS					
000746	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$44.46

**CITY OF MORA**  
**CHECK LIST-COUNCIL**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 000746	MSRS					\$44.46
CHECK # 000747	MN DEPT OF REVENUE					
000747	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE W/HOLD	\$118.97
CHECK # 000747	MN DEPT OF REVENUE					\$118.97
CHECK # 000748	US TREASURY - IRS					
000748	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	PAYROLL W/HOLDINGS	\$237.95
000748	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	PAYROLL W/HOLDINGS	\$312.96
000748	US TREASURY - IRS	GENERAL FUN		Medicare	PAYROLL W/HOLDINGS	\$73.20
CHECK # 000748	US TREASURY - IRS					\$624.11
CHECK # 000749	FURTHER					
000749	FURTHER	GENERAL FUN		Select Account	FLEX CLAIM REIMBURSE	\$423.97
CHECK # 000749	FURTHER					\$423.97
CHECK # 000750	FURTHER					
000750	FURTHER	GENERAL FUN		Select Account	FLEX CLAIM REIMBURSE	\$1,300.00
CHECK # 000750	FURTHER					\$1,300.00
CHECK # 000751	FURTHER					
000751	FURTHER	GENERAL FUN		Select Account	FLEX CLAIM REIMBURSE	\$875.00
CHECK # 000751	FURTHER					\$875.00
CHECK # 000752	TSYS					
000752	TSYS	LIQUOR FUND	LIQUOR STOR	Payment Processin	MONTHLY LIQ STORE CR	\$7,402.06
CHECK # 000752	TSYS					\$7,402.06
CHECK # 000754	MORA MUNICIPAL UTILIT					
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Storm Water	UTILITIES	\$12.91
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Electricity	UTILITIES	\$216.87
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Water	UTILITIES	\$79.99
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Sewer	UTILITIES	\$81.27
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Storm Water	UTILITIES	\$12.91
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Electricity	UTILITIES	\$284.02
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Sewer	UTILITIES	\$28.77
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Water	UTILITIES	\$25.97
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	STREETS	Electricity	UTILITIES	\$117.85
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	STREET LIGH	Electricity	UTILITIES	\$1,947.97
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Electricity	UTILITIES	\$394.30
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Water	UTILITIES	\$25.97
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Sewer	UTILITIES	\$28.77
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Storm Water	UTILITIES	\$23.79
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Electricity	UTILITIES	\$73.82
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Storm Water	UTILITIES	\$15.64
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Water	UTILITIES	\$0.81
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Electricity	UTILITIES	\$100.89
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Storm Water	UTILITIES	\$37.40
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Water	UTILITIES	\$57.35
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Sewer	UTILITIES	\$65.04
000754	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Storm Water	UTILITIES	\$91.79
000754	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Electricity	UTILITIES	\$238.37
000754	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Water	UTILITIES	\$27.48
000754	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Sewer	UTILITIES	\$28.77
000754	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Electricity	UTILITIES	\$14.29

**CITY OF MORA**  
**CHECK LIST-COUNCIL**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
000754	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Water	UTILITIES	\$0.81
000754	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Storm Water	UTILITIES	\$18.35
000754	MORA MUNICIPAL UTILIT	DOWNTOWN-F	CAPITAL PROJ	Capital Outlay	UTILITIES	\$12.91
000754	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Storm Water	UTILITIES	\$17.00
000754	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Sewer	UTILITIES	\$36.27
000754	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Water	UTILITIES	\$36.36
CHECK # 000754 MORA MUNICIPAL UTILITIES						\$4,154.71
CHECK # 000756 REVTRAK						
000756	REVTRAK	GENERAL FUN	AQUATIC CEN	Payment Processin	MONTHLY MAC CREDIT C	\$159.27
CHECK # 000756 REVTRAK						\$159.27
CHECK # 000757 MN DEPT OF REVENUE						
000757	MN DEPT OF REVENUE	LIQUOR FUND		Sales Tax Payable	SALES & USE TAX PYMT	\$39,419.00
000757	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Rentals	SALES & USE TAX PYMT	\$1.00
000757	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Garbage Removal	SALES & USE TAX PYMT	\$13.00
000757	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Telephone	SALES & USE TAX PYMT	\$2.00
000757	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Small Tools & Equi	SALES & USE TAX PYMT	\$1.00
000757	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	SALES & USE TAX PYMT	\$3.00
CHECK # 000757 MN DEPT OF REVENUE						\$39,439.00
CHECK # 000758 MN DEPT OF REVENUE						
000758	MN DEPT OF REVENUE	LIQUOR FUND		Sales Tax Payable	SALES & USE TAX-JUNE E	\$34,491.62
CHECK # 000758 MN DEPT OF REVENUE						\$34,491.62
CHECK # 000759 TSYS						
000759	TSYS	LIQUOR FUND	LIQUOR STOR	Rentals	MONTHLY CREDIT CARD	\$80.37
CHECK # 000759 TSYS						\$80.37
CHECK # 000762 HIBU						
000762	HIBU	LIQUOR FUND	LIQUOR STOR	Advertising	LIQUOR STORE WEBSITE	\$159.99
CHECK # 000762 HIBU						\$159.99
CHECK # 000763 NEIGHBORHOOD NATIONAL BANK						
000763	NEIGHBORHOOD NATION	GENERAL FUN	FINANCE	Miscellaneous	MONTHLY MISC FILE FEE	\$17.04
000763	NEIGHBORHOOD NATION	GENERAL FUN	HUMAN RESO	Payment Processin	MONTHLY BUSINESS ON	\$10.00
000763	NEIGHBORHOOD NATION	GENERAL FUN	HUMAN RESO	Payment Processin	MONTHLY PAYROLL ACH	\$60.00
000763	NEIGHBORHOOD NATION	LIQUOR FUND	LIQUOR STOR	Bad Debts/NSF Ch	MONTHLY RETURNED CH	\$10.00
CHECK # 000763 NEIGHBORHOOD NATIONAL BANK						\$97.04
CHECK # 000764 NEIGHBORHOOD NATIONAL BANK						
000764	NEIGHBORHOOD NATION	GENERAL FUN	FINANCE	Other Operating Su	DEPOSIT SLIPS FOR POS	\$112.66
CHECK # 000764 NEIGHBORHOOD NATIONAL BANK						\$112.66
CHECK # 055482 NORTH STAR FLAGS						
055482	NORTH STAR FLAGS	GENERAL FUN	PARKS	Other Operating Su	US FLAGS	-\$197.99
055482	NORTH STAR FLAGS	CEMETERY FU	CEMETERY	Other Operating Su	US FLAGS	-\$73.98
CHECK # 055482 NORTH STAR FLAGS						-\$271.97
CHECK # 056557 ALBIN ACQUISITION - TRUSTED EMPL						
056557	ALBIN ACQUISITION - TRUS	GENERAL FUN	HUMAN RESO	Professional Servic	BACKGROUND CKS-MAC	\$41.95
056557	ALBIN ACQUISITION - TRUS	GENERAL FUN	HUMAN RESO	Professional Servic	BACKGROUND CKS-MAC	\$41.95
056557	ALBIN ACQUISITION - TRUS	GENERAL FUN	HUMAN RESO	Professional Servic	BACKGROUND CKS-ASD	\$43.95
CHECK # 056557 ALBIN ACQUISITION - TRUSTED EMPL						\$127.85
CHECK # 056558 CARDMEMBER SERVICE						

**CITY OF MORA**  
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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
056558	CARDMEMBER SERVICE	GENERAL FUN	MAYOR & CO	Other Operating Su	COUNCIL SUPPLIES-COB	\$7.92
056558	CARDMEMBER SERVICE	GENERAL FUN	MAYOR & CO	Meetings, Training,	SKRAMSTAD CONF REG-	\$175.00
056558	CARDMEMBER SERVICE	GENERAL FUN	MAYOR & CO	Miscellaneous	MEAL FOR COUNCIL/HRA	\$64.43
056558	CARDMEMBER SERVICE	GENERAL FUN	MAYOR & CO	Meetings, Training,	SKRAMSTAD CONF HOTE	\$100.00
056558	CARDMEMBER SERVICE	GENERAL FUN	ADMINISTRAT	Meetings, Training,	CRAWFORD CONF REG-C	\$175.00
056558	CARDMEMBER SERVICE	GENERAL FUN	ADMINISTRAT	Meetings, Training,	CRAWFORD CONF HOTEL	\$100.00
056558	CARDMEMBER SERVICE	GENERAL FUN	ADMINISTRAT	Miscellaneous	MEAL FOR COUNCIL/HRA	\$64.42
056558	CARDMEMBER SERVICE	GENERAL FUN	HUMAN RESO	Recognition/Welne	POKER WALK SUPPLIES-	\$7.92
056558	CARDMEMBER SERVICE	GENERAL FUN	HUMAN RESO	Recognition/Welne	POKER WALK PRIZES-CO	\$28.96
056558	CARDMEMBER SERVICE	GENERAL FUN	STREETS	Postage	MAIL LICENSE PLATES-U	\$7.70
056558	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Other Operating Su	LIFEGUARD TUBES FOR	\$390.00
CHECK # 056558 CARDMEMBER SERVICE						\$1,121.35
CHECK # 056559 CITY OF MORA						
056559	CITY OF MORA	GENERAL FUN		Pool Change	ADDITIONAL POOL CHAN	\$100.00
CHECK # 056559 CITY OF MORA						\$100.00
CHECK # 056560 CRAWFORD, LINDY						
056560	CRAWFORD, LINDY	GENERAL FUN	AQUATIC CEN	Cleaning Supplies	MAC SUPPLIES-SANITIZE	\$17.14
056560	CRAWFORD, LINDY	GENERAL FUN	AQUATIC CEN	Merchandise for Re	MAC SUPPLIES-DIAPERS,	\$122.19
CHECK # 056560 CRAWFORD, LINDY						\$139.33
CHECK # 056561 DE LAGE LANDEN FINANCIAL SERV						
056561	DE LAGE LANDEN FINANC	GENERAL FUN	INFORMATIO	Rentals	COPIER LEASE	\$314.59
056561	DE LAGE LANDEN FINANC	LIQUOR FUND	LIQUOR STOR	Rentals	COPIER LEASE	\$10.00
CHECK # 056561 DE LAGE LANDEN FINANCIAL SERV						\$324.59
CHECK # 056562 KANABEC CO SHERIFF						
056562	KANABEC CO SHERIFF	GENERAL FUN	LAW ENFORC	Professional Servic	JUNE LAW ENFORCEMEN	\$53,550.25
CHECK # 056562 KANABEC CO SHERIFF						\$53,550.25
CHECK # 056563 LAKELAND INVESTORS, INC.						
056563	LAKELAND INVESTORS, I	GENERAL FUN		Deposits	DEMOLITION DEPOSIT R	\$1,000.00
CHECK # 056563 LAKELAND INVESTORS, INC.						\$1,000.00
CHECK # 056564 LARSEN, PETER						
056564	LARSEN, PETER	GENERAL FUN	PARKS	Professional Servic	AUGUST 19 MITP PERMF	\$700.00
CHECK # 056564 LARSEN, PETER						\$700.00
CHECK # 056565 MN COMPUTER SYSTEMS, INC						
056565	MN COMPUTER SYSTEMS,	GENERAL FUN	INFORMATIO	Repair/Maint - Bldg	COPIER CHARGE	\$246.17
056565	MN COMPUTER SYSTEMS,	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	COPIER CHARGE	\$31.62
CHECK # 056565 MN COMPUTER SYSTEMS, INC						\$277.79
CHECK # 056568 MN PEIP						
056568	MN PEIP	GENERAL FUN		Group Health Insur	GROUP HEALTH INS PRE	\$25,712.44
CHECK # 056568 MN PEIP						\$25,712.44
CHECK # 056569 MORA AREA CHAMBER OF COMMERCE						
056569	MORA AREA CHAMBER OF	GENERAL FUN	PARKS	Miscellaneous	CHAMBER CASH FOR SU	\$300.00
CHECK # 056569 MORA AREA CHAMBER OF COMMERCE						\$300.00
CHECK # 056570 MORA HRA						
056570	MORA HRA	GENERAL FUN		Advance From Elec	LOAN DISBURSEMENT-M	-\$62,846.98
056570	MORA HRA	GENERAL FUN		Advance to Mora H	LOAN DISBURSEMENT-M	\$62,846.98
CHECK # 056570 MORA HRA						\$0.00



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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 056583 KWIK TRIP - GAS PURCHASES						
056583	KWIK TRIP - GAS PURCHA	GENERAL FUN	BUILDING	Motor Fuels	MAY FUEL	\$55.54
056583	KWIK TRIP - GAS PURCHA	GENERAL FUN	STREETS	Motor Fuels	MAY FUEL	\$1,032.38
056583	KWIK TRIP - GAS PURCHA	GENERAL FUN	PARKS	Motor Fuels	MAY FUEL	\$265.70
056583	KWIK TRIP - GAS PURCHA	FIRE FUND	FIRE	Motor Fuels	MAY FUEL	\$481.39
CHECK # 056583 KWIK TRIP - GAS PURCHASES						\$1,835.01
CHECK # 056584 AHLGREN, JOHN						
056584	AHLGREN, JOHN	GENERAL FUN		Deposits	GAZEBO/PICNIC SHELTE	\$50.00
CHECK # 056584 AHLGREN, JOHN						\$50.00
CHECK # 056585 BELLBOY CORPORATION						
056585	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	CLAMATO, BM MIX	\$153.00
056585	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	SUNBURST PRICING SIG	\$24.50
056585	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,227.05
056585	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$880.00
CHECK # 056585 BELLBOY CORPORATION						\$5,284.55
CHECK # 056586 BERNICK COMPANIES						
056586	BERNICK COMPANIES	GENERAL FUN	AQUATIC CEN	Merchandise for Re	POP	\$1,307.00
056586	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP/NA	\$481.52
056586	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$15,407.66
CHECK # 056586 BERNICK COMPANIES						\$17,196.18
CHECK # 056587 BREAKTHRU BEVERAGE						
056587	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$396.00
056587	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$8,686.75
056587	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA BEER, MIXES	\$427.79
CHECK # 056587 BREAKTHRU BEVERAGE						\$9,510.54
CHECK # 056588 C & L DISTRIBUTING						
056588	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	JACK LINKS	\$118.08
056588	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$667.05
CHECK # 056588 C & L DISTRIBUTING						\$785.13
CHECK # 056589 DAHLHEIMER DIST CO						
056589	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$24,158.07
056589	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$714.10
CHECK # 056589 DAHLHEIMER DIST CO						\$24,872.17
CHECK # 056590 EMMAS PIZZA						
056590	EMMAS PIZZA	GENERAL FUN	MAYOR & CO	Miscellaneous	COUNCIL & HRA WORK S	\$30.75
056590	EMMAS PIZZA	GENERAL FUN	ADMINISTRAT	Miscellaneous	COUNCIL & HRA WORK S	\$30.75
CHECK # 056590 EMMAS PIZZA						\$61.50
CHECK # 056591 FLAHERTY & HOOD						
056591	FLAHERTY & HOOD	GENERAL FUN	HUMAN RESO	Professional Servic	DRAFT LABOR CONTRAC	\$742.50
CHECK # 056591 FLAHERTY & HOOD						\$742.50
CHECK # 056592 FORESTEDGE WINERY						
056592	FORESTEDGE WINERY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$252.00
CHECK # 056592 FORESTEDGE WINERY						\$252.00
CHECK # 056593 JOHNSON BROTHERS LIQUOR						
056593	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,961.28
056593	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$9,734.39

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
056593	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$372.52
CHECK # 056593	JOHNSON BROTHERS LIQUOR					\$13,068.19
CHECK # 056594	KANABEC CO RECORDER					
056594	KANABEC CO RECORDER	GENERAL FUN	PLANNING &	Professional Servic	RECORDING OF MCNALL	\$46.00
CHECK # 056594	KANABEC CO RECORDER					\$46.00
CHECK # 056595	KANABEC CO RECORDER					
056595	KANABEC CO RECORDER	GENERAL FUN	PLANNING &	Professional Servic	RECORDING OF TRAIL E	\$46.00
CHECK # 056595	KANABEC CO RECORDER					\$46.00
CHECK # 056596	KRIE, JEFFREY					
056596	KRIE, JEFFREY	GENERAL FUN	AQUATIC CEN	Merchandise for Re	REIMB MAC FOOD	\$51.65
056596	KRIE, JEFFREY	GENERAL FUN	AQUATIC CEN	Meetings, Training,	REIMB MILEAGE TO GET	\$64.80
056596	KRIE, JEFFREY	GENERAL FUN	AQUATIC CEN	Merchandise for Re	REIMB-MAC FOOD	\$13.29
056596	KRIE, JEFFREY	GENERAL FUN	AQUATIC CEN	Other Operating Su	REIMB-MAC FIRST AID S	\$25.00
CHECK # 056596	KRIE, JEFFREY					\$154.74
CHECK # 056597	LEES PRO SHOP					
056597	LEES PRO SHOP	GENERAL FUN	AQUATIC CEN	Other Operating Su	MAC CLOTHING	\$1,141.00
CHECK # 056597	LEES PRO SHOP					\$1,141.00
CHECK # 056598	MCDONALD DIST CO					
056598	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$228.50
056598	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$369.45
056598	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$39,508.43
CHECK # 056598	MCDONALD DIST CO					\$40,106.38
CHECK # 056600	MIDCO					
056600	MIDCO	GENERAL FUN	INFORMATIO	Telephone	INTERNET	\$88.00
056600	MIDCO	GENERAL FUN	CITY HALL BU	Telephone	PHONE, INTERNET	\$619.09
056600	MIDCO	GENERAL FUN	STREETS	Telephone	PHONE, INTERNET	\$118.27
056600	MIDCO	GENERAL FUN	AQUATIC CEN	Telephone	PHONE, INTERNET	\$173.90
056600	MIDCO	FIRE FUND	FIRE	Telephone	INTERNET	\$75.00
056600	MIDCO	LIQUOR FUND	LIQUOR STOR	Telephone	PHONE, INTERNET	\$390.65
CHECK # 056600	MIDCO					\$1,464.91
CHECK # 056601	PETERSON, GLENN					
056601	PETERSON, GLENN	GENERAL FUN		Landscape Deposit	LANDSCAPE DEPOSIT RE	\$1,500.00
CHECK # 056601	PETERSON, GLENN					\$1,500.00
CHECK # 056602	PHILLIPS WINE & SPIRITS					
056602	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$727.29
056602	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$631.52
056602	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$13,861.67
CHECK # 056602	PHILLIPS WINE & SPIRITS					\$15,220.48
CHECK # 056603	SEVEN CO SENIOR FEDERATION					
056603	SEVEN CO SENIOR FEDER	GENERAL FUN		Deposits	LIBRARY MTG ROOM KEY	\$50.00
CHECK # 056603	SEVEN CO SENIOR FEDERATION					\$50.00
CHECK # 056604	SOUTHERN GLAZERS OF MN					
056604	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$173.00
056604	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$8,078.22
056604	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$20.08
CHECK # 056604	SOUTHERN GLAZERS OF MN					\$8,271.30

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 056605 US BANK						
056605	US BANK	STORM WATER	STORM WATE	Interest Expense	BOND PAYMENTS-SERIES	\$793.79
056605	US BANK	STORM WATER	STORM WATE	Interest Expense	BOND PAYMENTS-SERIES	\$3,049.66
056605	US BANK	STORM WATER	STORM WATE	Interest Expense	BOND PAYMENTS-SERIES	\$4,058.75
056605	US BANK	SERIES 2011A	DEBT SERVIC	Interest Expense	BOND PAYMENTS-SERIES	\$1,280.00
056605	US BANK	SERIES 2015B	DEBT SERVIC	Interest Expense	BOND PAYMENTS-SERIES	\$13,975.00
056605	US BANK	SERIES 2015C	DEBT SERVIC	Interest Expense	BOND PAYMENTS-SERIES	\$9,023.42
056605	US BANK	SERIES 2017A	DEBT SERVIC	Interest Expense	BOND PAYMENTS-SERIES	\$14,812.84
						\$46,993.46
CHECK # 056605 US BANK						
CHECK # 056606 AFSCME						
056606	AFSCME	GENERAL FUN		Union Dues-AFSCM	UNION DUES - AFSCME	\$494.62
						\$494.62
CHECK # 056606 AFSCME						
CHECK # 056607 EQUITABLE FINANCIAL						
056607	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$60.00
						\$60.00
CHECK # 056607 EQUITABLE FINANCIAL						
CHECK # 056608 ICMA RETIREMENT TRUST - 457						
056608	ICMA RETIREMENT TRUS	GENERAL FUN		ICMA	ICMA ROTH IRA	\$75.00
056608	ICMA RETIREMENT TRUS	GENERAL FUN		ICMA	ICMA	\$50.00
						\$125.00
CHECK # 056608 ICMA RETIREMENT TRUST - 457						
CHECK # 056610 PERA - MN ST TREASURER						
056610	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$555.90
056610	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$3,613.29
056610	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$3,613.29
						\$7,782.48
CHECK # 056610 PERA - MN ST TREASURER						
CHECK # 056611 PERA - MN ST TREASURER						
056611	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$144.51
056611	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$144.51
056611	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$22.23
						\$311.25
CHECK # 056611 PERA - MN ST TREASURER						
CHECK # 056612 NCPERS GROUP LIFE INS						
056612	NCPERS GROUP LIFE INS	GENERAL FUN		NCPERS - Life Ins	NCPERS - LIFE	\$224.00
						\$224.00
CHECK # 056612 NCPERS GROUP LIFE INS						
CHECK # 056613 BEAUDRY PROPANE						
056613	BEAUDRY PROPANE	GENERAL FUN	AIRPORT	Motor Fuels	OFF ROAD DIESEL FOR T	\$1,292.85
						\$1,292.85
CHECK # 056613 BEAUDRY PROPANE						
CHECK # 056614 COUNTRY CONSTRUCTION LLC						
056614	COUNTRY CONSTRUCTIO	GENERAL FUN	GENERAL GOV	Repair/Maint - Bldg	CONCRETE STEPS @ VAS	\$1,800.00
056614	COUNTRY CONSTRUCTIO	GENERAL FUN	AQUATIC CEN	Capital Outlay	REMOVE & REPLACE CON	\$5,800.00
056614	COUNTRY CONSTRUCTIO	GENERAL FUN	AQUATIC CEN	Capital Outlay	CONCRETE RPR ON POO	\$500.00
						\$8,100.00
CHECK # 056614 COUNTRY CONSTRUCTION LLC						
CHECK # 056615 DAHMS, ROBERT						
056615	DAHMS, ROBERT	CEMETERY FU	CEMETERY	Uniforms	WORK BOOTS	\$80.00
						\$80.00
CHECK # 056615 DAHMS, ROBERT						
CHECK # 056616 DALA HERITAGE SOCIETY						
056616	DALA HERITAGE SOCIETY	GENERAL FUN		Deposits	KEY DEPOSIT REFUND-G	\$50.00
056616	DALA HERITAGE SOCIETY	GENERAL FUN		Deposits	KEY DEPOSIT REFUND-LI	\$50.00

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 056616	DALA HERITAGE SOCIETY					\$100.00
CHECK # 056617	DEARBORN LIFE INSURANCE CO					
056617	DEARBORN LIFE INSURAN	GENERAL FUN		Life Insurance	GROUP LIFE JULY 2021	\$304.70
CHECK # 056617	DEARBORN LIFE INSURANCE CO					\$304.70
CHECK # 056618	DELTA DENTAL					
056618	DELTA DENTAL	GENERAL FUN		Delta Dental	GROUP DENTAL-JULY 20	\$796.00
CHECK # 056618	DELTA DENTAL					\$796.00
CHECK # 056619	FURTHER					
056619	FURTHER	GENERAL FUN	HUMAN RESO	Professional Servic	PARTICIPANT FEES-FLEX	\$73.70
CHECK # 056619	FURTHER					\$73.70
CHECK # 056620	IN FAITH-AN AMERICAN MISSION					
056620	IN FAITH-AN AMERICAN	GENERAL FUN		Deposits	KEY DEPOSIT REFUND-G	\$50.00
056620	IN FAITH-AN AMERICAN	GENERAL FUN		Deposits	KEY DEPOSIT REFUND-LI	\$50.00
056620	IN FAITH-AN AMERICAN	GENERAL FUN		Deposits	KEY DEPOSIT REFUND-G	-\$50.00
056620	IN FAITH-AN AMERICAN	GENERAL FUN		Deposits	KEY DEPOSIT REFUND-LI	-\$50.00
CHECK # 056620	IN FAITH-AN AMERICAN MISSION					\$0.00
CHECK # 056621	KANABEC DFL					
056621	KANABEC DFL	GENERAL FUN		Deposits	LIBRARY MTG ROOM KEY	\$50.00
CHECK # 056621	KANABEC DFL					\$50.00
CHECK # 056622	MIKE SMITH CONSTRUCTION					
056622	MIKE SMITH CONSTRUCTI	GENERAL FUN	GENERAL GOV	Repair/Maint - Bldg	VASALOPPET BLDG DOO	\$2,857.00
CHECK # 056622	MIKE SMITH CONSTRUCTION					\$2,857.00
CHECK # 056624	EQUITABLE FINANCIAL					
056624	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$60.00
CHECK # 056624	EQUITABLE FINANCIAL					\$60.00
CHECK # 056625	FURTHER					
056625	FURTHER	GENERAL FUN		VEBA Contribution	VEBA Contribution	\$800.00
CHECK # 056625	FURTHER					\$800.00
CHECK # 056626	ICMA RETIREMENT TRUST - 457					
056626	ICMA RETIREMENT TRUS	GENERAL FUN		ICMA	ICMA ROTH IRA	\$75.00
056626	ICMA RETIREMENT TRUS	GENERAL FUN		ICMA	ICMA	\$50.00
CHECK # 056626	ICMA RETIREMENT TRUST - 457					\$125.00
CHECK # 056627	PERA - MN ST TREASURER					
056627	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$3,811.38
056627	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$586.37
056627	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$3,811.38
CHECK # 056627	PERA - MN ST TREASURER					\$8,209.13
CHECK # 056629	AMAZON CAPITAL SERVICES					
056629	AMAZON CAPITAL SERVIC	GENERAL FUN	AQUATIC CEN	Merchandise for Re	SWIM GOGGLES FOR RES	\$178.30
CHECK # 056629	AMAZON CAPITAL SERVICES					\$178.30
CHECK # 056631	BELLBOY CORPORATION					
056631	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$844.00
056631	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	SUNBURST PRICING SIG	\$115.50
056631	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	BM SALT, SHOT GLASSES	\$80.00
056631	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$3,345.90

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 056631	BELLBOY CORPORATION					\$4,385.40
CHECK # 056632	BERNICK COMPANIES					
056632	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$19,263.90
056632	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$462.89
CHECK # 056632	BERNICK COMPANIES					\$19,726.79
CHECK # 056633	BREAKTHRU BEVERAGE					
056633	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MIXES, GINGER BEER	\$258.65
056633	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$10,198.47
056633	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$323.64
CHECK # 056633	BREAKTHRU BEVERAGE					\$10,780.76
CHECK # 056634	C & L DISTRIBUTING					
056634	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$1,015.35
056634	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	TONIC/OJ	\$59.98
CHECK # 056634	C & L DISTRIBUTING					\$1,075.33
CHECK # 056635	CREEKVIEW COMPANIES INC					
056635	CREEKVIEW COMPANIES I	GENERAL FUN	PLANNING &	Professional Servic	PROPERTY ABATEMENT-	\$4,850.00
CHECK # 056635	CREEKVIEW COMPANIES INC					\$4,850.00
CHECK # 056636	DAHLHEIMER DIST CO					
056636	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$253.50
056636	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$30,601.25
CHECK # 056636	DAHLHEIMER DIST CO					\$30,854.75
CHECK # 056639	FRIENDS OF MORA LIBRARY					
056639	FRIENDS OF MORA LIBRA	GENERAL FUN		Deposits	LIBRARY MTG ROOM KEY	\$50.00
CHECK # 056639	FRIENDS OF MORA LIBRARY					\$50.00
CHECK # 056640	GITCH GEAR LLC					
056640	GITCH GEAR LLC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	BOTTLE OPENERS	\$409.00
CHECK # 056640	GITCH GEAR LLC					\$409.00
CHECK # 056641	JOHNSON BROTHERS LIQUOR					
056641	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MISC	\$131.71
056641	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,888.18
056641	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$6,341.92
CHECK # 056641	JOHNSON BROTHERS LIQUOR					\$9,361.81
CHECK # 056642	KRIE, JEFFREY					
056642	KRIE, JEFFREY	GENERAL FUN	AQUATIC CEN	Small Tools & Equi	6 UMBRELLA BASES	\$194.11
CHECK # 056642	KRIE, JEFFREY					\$194.11
CHECK # 056646	MCDONALD DIST CO					
056646	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$33,535.85
056646	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$234.00
056646	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$562.25
CHECK # 056646	MCDONALD DIST CO					\$34,332.10
CHECK # 056648	PAUSTIS WINE COMPANY					
056648	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,817.00
056648	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$672.00
CHECK # 056648	PAUSTIS WINE COMPANY					\$2,489.00
CHECK # 056649	PHILLIPS WINE & SPIRITS					

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
056649	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$160.35
056649	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,340.44
056649	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$513.37
CHECK # 056649 PHILLIPS WINE & SPIRITS						\$8,014.16
CHECK # 056651 SOUTHERN GLAZERS OF MN						
056651	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$10,197.20
056651	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,778.00
056651	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$20.08
CHECK # 056651 SOUTHERN GLAZERS OF MN						\$11,995.28
CHECK # 056653 STOLQUIST, TERRY						
056653	STOLQUIST, TERRY	GENERAL FUN		Deposits	GAZEBO KEY DEPOSIT R	\$50.00
CHECK # 056653 STOLQUIST, TERRY						\$50.00
CHECK # 056655 VINOCOPIA, INC						
056655	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$337.50
CHECK # 056655 VINOCOPIA, INC						\$337.50
CHECK # 056657 BELLBOY CORPORATION						
056657	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,532.00
056657	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	DART CUPS, HOT SAUCE,	\$214.25
056657	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$6,662.33
CHECK # 056657 BELLBOY CORPORATION						\$8,408.58
CHECK # 056658 BERNICK COMPANIES						
056658	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$544.85
056658	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$16,962.54
CHECK # 056658 BERNICK COMPANIES						\$17,507.39
CHECK # 056659 BEST OIL CO.						
056659	BEST OIL CO.	GENERAL FUN	AIRPORT	Fuel for Resale	FUEL FOR RESALE	\$17,629.65
CHECK # 056659 BEST OIL CO.						\$17,629.65
CHECK # 056660 BREAKTHRU BEVERAGE						
056660	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$77.02
056660	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$6,574.66
056660	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$320.00
CHECK # 056660 BREAKTHRU BEVERAGE						\$6,971.68
CHECK # 056661 CENTRAL LAKES COLLEGE						
056661	CENTRAL LAKES COLLEGE	FIRE FUND	FIRE	Meetings, Training,	BASEMENT FIRE SIMULA	\$1,110.90
CHECK # 056661 CENTRAL LAKES COLLEGE						\$1,110.90
CHECK # 056663 DAHLHEIMER DIST CO						
056663	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$322.70
056663	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$16,792.62
CHECK # 056663 DAHLHEIMER DIST CO						\$17,115.32
CHECK # 056664 DALBEY, KAREN						
056664	DALBEY, KAREN	GENERAL FUN		Deposits	REISSUE KEY DEPOSIT R	\$50.00
056664	DALBEY, KAREN	GENERAL FUN		Deposits	REISSUE KEY DEPOSIT R	\$50.00
CHECK # 056664 DALBEY, KAREN						\$100.00
CHECK # 056665 GOVT FINANCE OFFICERS ASSN						
056665	GOVT FINANCE OFFICERS	GENERAL FUN	FINANCE	Professional Servic	APPL FEE FOR CERT OF A	\$460.00

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CHECK # 056665	GOVT FINANCE OFFICERS ASSN					\$460.00
CHECK # 056666	JOHNSON BROTHERS LIQUOR					
056666	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$5,400.20
056666	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,523.94
CHECK # 056666	JOHNSON BROTHERS LIQUOR					\$6,924.14
CHECK # 056669	PHILLIPS WINE & SPIRITS					
056669	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$8,643.28
056669	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$217.63
056669	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$3,295.80
CHECK # 056669	PHILLIPS WINE & SPIRITS					\$12,156.71
CHECK # 056670	ROCON PAVING					
056670	ROCON PAVING	GENERAL FUN	STREETS	Street Maint - Labo	PAVE BEHIND CITY GARA	\$25,000.00
CHECK # 056670	ROCON PAVING					\$25,000.00
CHECK # 056671	SOUTHERN GLAZERS OF MN					
056671	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$836.00
056671	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,193.82
CHECK # 056671	SOUTHERN GLAZERS OF MN					\$5,029.82
CHECK # 056672	AIPB					
056672	AIPB	GENERAL FUN	FINANCE	Meetings, Training,	KING CONTINUING PROF	\$100.00
CHECK # 056672	AIPB					\$100.00
CHECK # 056673	CARDMEMBER SERVICE					
056673	CARDMEMBER SERVICE	GENERAL FUN	MAYOR & CO	Miscellaneous	D MCCALLUM FUNERAL F	\$37.52
056673	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Other Operating Su	LIFEGUARD WHISTLES-A	\$66.52
056673	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	LEVEL SENSORS-BW ALL	\$563.96
056673	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Meetings, Training,	LIFEGUARD RECERTIFIC	\$520.00
056673	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Other Operating Su	LIFEGUARD FANNY PACK	\$136.50
056673	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Merchandise for Re	MAC FOOD-COBORNS	\$298.72
056673	CARDMEMBER SERVICE	GENERAL FUN	PARKS	Other Operating Su	WATER-COBORNS	\$59.88
CHECK # 056673	CARDMEMBER SERVICE					\$1,683.10
CHECK # 056675	KING, SARA					
056675	KING, SARA	GENERAL FUN	FINANCE	Meetings, Training,	REIMB FOR 2 YR MEMBE	\$79.00
CHECK # 056675	KING, SARA					\$79.00
CHECK # 056676	KOHLGRAF, JOE					
056676	KOHLGRAF, JOE	GENERAL FUN	STREETS	Uniforms	WORK BOOTS	\$107.24
056676	KOHLGRAF, JOE	STORM WATER	STORM WATE	Uniforms	WORK BOOTS	\$9.75
CHECK # 056676	KOHLGRAF, JOE					\$116.99
CHECK # 056677	LGI HOMES MINNESOTA					
056677	LGI HOMES MINNESOTA	GENERAL FUN		Landscape Deposit	LANDSCAPE DEPOSIT RE	\$1,500.00
056677	LGI HOMES MINNESOTA	GENERAL FUN		Deposits	DRIVEWAY DEPOSIT REF	\$1,000.00
CHECK # 056677	LGI HOMES MINNESOTA					\$2,500.00
CHECK # 056678	MCDONALD DIST CO					
056678	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$379.00
056678	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$20,341.82
CHECK # 056678	MCDONALD DIST CO					\$20,720.82
CHECK # 056679	SENTRY SYSTEMS INC					

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056679	SENTRY SYSTEMS INC	LIQUOR FUND	LIQUOR STOR	Rentals	JULY-SEPT MONITORING	\$163.68
CHECK # 056679 SENTRY SYSTEMS INC						\$163.68
CHECK # 056680 TR COMPUTER SALES, LLC						
056680	TR COMPUTER SALES, LL	GENERAL FUN	INFORMATIO	Professional Servic	IT WORK	\$175.50
056680	TR COMPUTER SALES, LL	GENERAL FUN	INFORMATIO	Professional Servic	MONTHLY CLOUD & SER	\$616.50
CHECK # 056680 TR COMPUTER SALES, LLC						\$792.00
CHECK # 056685 ALBIN ACQUISITION - TRUSTED EMPL						
056685	ALBIN ACQUISITION - TRUS	GENERAL FUN	HUMAN RESO	Professional Servic	PRE-EMPLOYMENT BACK	\$167.80
CHECK # 056685 ALBIN ACQUISITION - TRUSTED EMPL						\$167.80
CHECK # 056686 DE LAGE LANDEN FINANCIAL SERV						
056686	DE LAGE LANDEN FINANC	GENERAL FUN	INFORMATIO	Rentals	COPIER LEASE	\$324.59
CHECK # 056686 DE LAGE LANDEN FINANCIAL SERV						\$324.59
CHECK # 056687 DLT SOLUTIONS, INC						
056687	DLT SOLUTIONS, INC	GENERAL FUN	PLANNING &	Dues & Subscriptio	ANNL SUBSCRIPTION RE	\$215.60
CHECK # 056687 DLT SOLUTIONS, INC						\$215.60
CHECK # 056688 KANABEC CO SHERIFF						
056688	KANABEC CO SHERIFF	GENERAL FUN	LAW ENFORC	Capital Outlay	SQUAD CAMERAS	\$10,000.00
056688	KANABEC CO SHERIFF	GENERAL FUN	LAW ENFORC	Professional Servic	JULY LAW ENFORCEMEN	\$53,550.25
CHECK # 056688 KANABEC CO SHERIFF						\$63,550.25
CHECK # 056689 MIDCO						
056689	MIDCO	GENERAL FUN	INFORMATIO	Telephone	INTERNET	\$88.00
056689	MIDCO	GENERAL FUN	CITY HALL BU	Telephone	PHONE, INTERNET	\$616.73
056689	MIDCO	GENERAL FUN	STREETS	Telephone	PHONE, INTERNET	\$118.15
056689	MIDCO	GENERAL FUN	AQUATIC CEN	Telephone	PHONE, INTERNET	\$83.99
056689	MIDCO	FIRE FUND	FIRE	Telephone	INTERNET	\$75.00
056689	MIDCO	LIQUOR FUND	LIQUOR STOR	Telephone	PHONE, INTERNET	\$389.55
CHECK # 056689 MIDCO						\$1,371.42
CHECK # 056690 MN COMPUTER SYSTEMS, INC						
056690	MN COMPUTER SYSTEMS,	GENERAL FUN	INFORMATIO	Repair/Maint - Bldg	COPIER CHARGE	\$287.89
056690	MN COMPUTER SYSTEMS,	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	COPIER CHARGE	\$38.33
CHECK # 056690 MN COMPUTER SYSTEMS, INC						\$326.22
CHECK # 056691 MORA BAKERY						
056691	MORA BAKERY	GENERAL FUN	HUMAN RESO	Recognition/Wellne	MEET & GREET DONUTS	\$28.50
CHECK # 056691 MORA BAKERY						\$28.50
CHECK # 056692 MORA MUNICIPAL UTILITIES						
056692	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Natural Gas - Heat	POOL WATER FILL	\$1,143.93
056692	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Water	POOL WATER FILL	\$1,459.81
CHECK # 056692 MORA MUNICIPAL UTILITIES						\$2,603.74
CHECK # 056694 NORTH STAR FLAGS						
056694	NORTH STAR FLAGS	GENERAL FUN	PARKS	Other Operating Su	FLAGS	\$205.24
CHECK # 056694 NORTH STAR FLAGS						\$205.24
CHECK # 056695 NORTH STAR FLAGS						
056695	NORTH STAR FLAGS	GENERAL FUN	PARKS	Other Operating Su	REISSUE UNCASHED NO	\$197.99
056695	NORTH STAR FLAGS	CEMETERY FU	CEMETERY	Other Operating Su	REISSUE UNCASHED NO	\$73.98
CHECK # 056695 NORTH STAR FLAGS						\$271.97

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 056696 PONTEM SOFTWARE						
056696	PONTEM SOFTWARE	CEMETERY FU	CEMETERY	Professional Servic	ANNL CEMETERY SUPPO	\$640.00
CHECK # 056696 PONTEM SOFTWARE						\$640.00
CHECK # 056697 VERIZON WIRELESS						
056697	VERIZON WIRELESS	GENERAL FUN	ADMINISTRAT	Telephone	CELL PHONES, IPADS	\$20.75
056697	VERIZON WIRELESS	GENERAL FUN	PLANNING &	Telephone	CELL PHONES, IPADS	\$29.05
056697	VERIZON WIRELESS	GENERAL FUN	CITY HALL BU	Telephone	CELL PHONES, IPADS	\$4.15
056697	VERIZON WIRELESS	GENERAL FUN	BUILDING	Telephone	CELL PHONES, IPADS	\$45.65
056697	VERIZON WIRELESS	GENERAL FUN	STREETS	Telephone	CELL PHONES, IPADS	\$95.76
056697	VERIZON WIRELESS	GENERAL FUN	AQUATIC CEN	Telephone	CELL PHONES, IPADS	\$29.05
056697	VERIZON WIRELESS	GENERAL FUN	PARKS	Telephone	CELL PHONES, IPADS	\$38.54
056697	VERIZON WIRELESS	GENERAL FUN	AIRPORT	Telephone	CELL PHONES, IPADS	\$8.25
056697	VERIZON WIRELESS	STORM WATER	STORM WATE	Telephone	CELL PHONES, IPADS	\$19.96
056697	VERIZON WIRELESS	CEMETERY FU	CEMETERY	Telephone	CELL PHONES, IPADS	\$8.25
056697	VERIZON WIRELESS	LIQUOR FUND	LIQUOR STOR	Telephone	CELL PHONES, IPADS	\$26.50
CHECK # 056697 VERIZON WIRELESS						\$325.91
CHECK # 056698 YODER, MANDI						
056698	YODER, MANDI	GENERAL FUN	ADMINISTRAT	Meetings, Training,	MILEAGE TO SAFETY CO	\$19.20
CHECK # 056698 YODER, MANDI						\$19.20
CHECK # 056699 ACE HARDWARE						
056699	ACE HARDWARE	GENERAL FUN	CITY HALL BU	Other Operating Su	ANT BAIT	\$15.98
056699	ACE HARDWARE	GENERAL FUN	STREETS	Small Tools & Equi	HAND TOOLS	\$58.98
056699	ACE HARDWARE	GENERAL FUN	STREETS	Repair/Maint - Bldg	CELL PHONE CASE, CAUT	\$70.95
056699	ACE HARDWARE	GENERAL FUN	AQUATIC CEN	Other Operating Su	CLOCK, STORAGE BOXES	\$89.67
056699	ACE HARDWARE	GENERAL FUN	AQUATIC CEN	Cleaning Supplies	BROOM, MOP, CLNG SUP	\$126.86
056699	ACE HARDWARE	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	CHEM MOTOR PARTS, EL	\$48.16
056699	ACE HARDWARE	GENERAL FUN	PARKS	Repair/Maint - Bldg	SIGN ADHESIVE	\$11.77
056699	ACE HARDWARE	CEMETERY FU	CEMETERY	Small Tools & Equi	LAWN MOWER	\$209.99
056699	ACE HARDWARE	CEMETERY FU	CEMETERY	Repair/Maint - Bldg	CEMENT RPR	\$49.96
056699	ACE HARDWARE	LIQUOR FUND	LIQUOR STOR	Other Operating Su	ANT KILLER, BATTERIES	\$34.23
CHECK # 056699 ACE HARDWARE						\$716.55
CHECK # 056700 AMERICAN BOTTLING CO. INC						
056700	AMERICAN BOTTLING CO.	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$506.50
CHECK # 056700 AMERICAN BOTTLING CO. INC						\$506.50
CHECK # 056701 AMERICAN DOOR WORKS						
056701	AMERICAN DOOR WORKS	GENERAL FUN	GARAGE	Repair/Maint - Bldg	REMOTES	\$633.42
CHECK # 056701 AMERICAN DOOR WORKS						\$633.42
CHECK # 056702 ARAMARK						
056702	ARAMARK	GENERAL FUN	CITY HALL BU	Laundry/Rugs	RUGS	\$110.36
056702	ARAMARK	GENERAL FUN	LIBRARY BUIL	Laundry/Rugs	RUGS, TOWELS	\$119.79
056702	ARAMARK	GENERAL FUN	GARAGE	Other Operating Su	TOWELS	\$117.78
CHECK # 056702 ARAMARK						\$347.93
CHECK # 056703 AUTO VALUE MORA						
056703	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	FUSES/WASHERS	\$35.98
056703	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	FILTER RETURNS	-\$410.30
056703	AUTO VALUE MORA	GENERAL FUN	STREETS	Lubricants & Additi	BRAKE PARTS CLEANER/	\$102.07
056703	AUTO VALUE MORA	GENERAL FUN	GARAGE	Repair/Maint - Bldg	SEAL SEALER	\$199.60
056703	AUTO VALUE MORA	GENERAL FUN	GARAGE	Small Tools & Equi	FUSE PULLER	\$2.49

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056703	AUTO VALUE MORA	GENERAL FUN	GARAGE	Repair/Maint - Bldg	ELECTRIC WIRING SUPPL	\$299.80
056703	AUTO VALUE MORA	GENERAL FUN	PARKS	Lubricants & Additi	GEAR OIL	\$8.99
056703	AUTO VALUE MORA	FIRE FUND	FIRE	Repair/Maint - Bldg	DOOR LIFT SUPPORTS	\$23.48
CHECK # 056703 AUTO VALUE MORA						\$262.11
CHECK # 056706 BERNICK COMPANIES						
056706	BERNICK COMPANIES	GENERAL FUN	AQUATIC CEN	Merchandise for Re	POP	\$273.70
CHECK # 056706 BERNICK COMPANIES						\$273.70
CHECK # 056708 BROCK WHITE CO LLC						
056708	BROCK WHITE CO LLC	GENERAL FUN	STREETS	Street Maint - Labo	CURB PATCH	\$779.05
CHECK # 056708 BROCK WHITE CO LLC						\$779.05
CHECK # 056709 CAMPBELL KNOTSON, P.A.						
056709	CAMPBELL KNOTSON, P.A.	GENERAL FUN	LEGAL	Legal Services	MISC LEGAL SERVICES-A	\$128.00
056709	CAMPBELL KNOTSON, P.A.	GENERAL FUN	PLANNING &	Legal Services	MISC LEGAL SERVICES-A	\$272.00
056709	CAMPBELL KNOTSON, P.A.	GENERAL FUN	BUILDING	Legal Services	MISC LEGAL SERVICES-N	\$30.00
CHECK # 056709 CAMPBELL KNOTSON, P.A.						\$430.00
CHECK # 056711 CRYSTAL SPRINGS ICE						
056711	CRYSTAL SPRINGS ICE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	ICE	\$2,786.36
CHECK # 056711 CRYSTAL SPRINGS ICE						\$2,786.36
CHECK # 056713 DIAMOND INDUSTRIAL CLNG EQUIP						
056713	DIAMOND INDUSTRIAL CL	GENERAL FUN	GARAGE	Repair/Maint - Bldg	PRESSURE WASHER RPR	\$457.34
CHECK # 056713 DIAMOND INDUSTRIAL CLNG EQUIP						\$457.34
CHECK # 056715 EAST CENTRAL ENERGY						
056715	EAST CENTRAL ENERGY	GENERAL FUN	PARKS	Electricity	ELECTRICITY	\$69.17
056715	EAST CENTRAL ENERGY	GENERAL FUN	AIRPORT	Electricity	ELECTRICITY	\$483.64
056715	EAST CENTRAL ENERGY	LIQUOR FUND	LIQUOR STOR	Electricity	ELECTRICITY	\$2,194.97
CHECK # 056715 EAST CENTRAL ENERGY						\$2,747.78
CHECK # 056716 ECM PUBLISHERS, INC						
056716	ECM PUBLISHERS, INC	GENERAL FUN	HUMAN RESO	Advertising	ELECT PLANT/LINE SUP J	\$585.50
056716	ECM PUBLISHERS, INC	LIQUOR FUND	LIQUOR STOR	Advertising	LIQ ADS	\$573.00
CHECK # 056716 ECM PUBLISHERS, INC						\$1,158.50
CHECK # 056717 FEDERATED COOP						
056717	FEDERATED COOP	GENERAL FUN	STREETS	Chemicals	WEED KILLER	\$427.50
CHECK # 056717 FEDERATED COOP						\$427.50
CHECK # 056719 FIRE SAFETY USA, INC						
056719	FIRE SAFETY USA, INC	FIRE FUND	FIRE	Repair/Maint - Bldg	ENG 1, 2, & LADDER ANN	\$2,120.00
CHECK # 056719 FIRE SAFETY USA, INC						\$2,120.00
CHECK # 056720 FREEDOM MAILING SERVICES INC						
056720	FREEDOM MAILING SERVI	GENERAL FUN	ADMINISTRAT	Professional Servic	NEWSLETTER	\$13.01
CHECK # 056720 FREEDOM MAILING SERVICES INC						\$13.01
CHECK # 056721 GLENS TIRE OPERATIONS INC						
056721	GLENS TIRE OPERATIONS	GENERAL FUN	PARKS	Tires	TIRES	\$13.75
056721	GLENS TIRE OPERATIONS	GENERAL FUN	AIRPORT	Tires	TURF SAFER TIRES	\$115.75
CHECK # 056721 GLENS TIRE OPERATIONS INC						\$129.50
CHECK # 056722 GOPHER STATE ONE-CALL INC						
056722	GOPHER STATE ONE-CALL	GENERAL FUN	STREETS	Professional Servic	JUNE LOCATES	\$82.35

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CHECK # 056722 GOPHER STATE ONE-CALL INC						\$82.35
CHECK # 056723 GRAINGER, INC						
056723	GRAINGER, INC	GENERAL FUN	AIRPORT	Repair/Maint - Bldg	HANGAR HEATER MOTO	\$138.70
CHECK # 056723 GRAINGER, INC						\$138.70
CHECK # 056724 GRANITE CITY JOBBING						
056724	GRANITE CITY JOBBING	GENERAL FUN	AQUATIC CEN	Merchandise for Re	CONCESSION FOOD	\$5,058.85
056724	GRANITE CITY JOBBING	GENERAL FUN	AQUATIC CEN	Chemicals	CHEMICALS	\$24.93
056724	GRANITE CITY JOBBING	GENERAL FUN	AQUATIC CEN	Other Operating Su	TP, PAPER TOWELS, BAG	\$575.86
056724	GRANITE CITY JOBBING	GENERAL FUN	AQUATIC CEN	Cleaning Supplies	CLNG SUPPL	\$127.26
CHECK # 056724 GRANITE CITY JOBBING						\$5,786.90
CHECK # 056726 HAWKINS, INC						
056726	HAWKINS, INC	GENERAL FUN	AQUATIC CEN	Chemicals	CHEMICALS	\$7,274.97
056726	HAWKINS, INC	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	CHLORINE GAS VALVE	\$1,223.59
CHECK # 056726 HAWKINS, INC						\$8,498.56
CHECK # 056728 HORIZON COMMERCIAL POOL SUPPLY						
056728	HORIZON COMMERCIAL P	GENERAL FUN	AQUATIC CEN	Chemicals	CHEMICALS	\$101.63
CHECK # 056728 HORIZON COMMERCIAL POOL SUPPLY						\$101.63
CHECK # 056730 JEFFS MACHINE & WELDING LLC						
056730	JEFFS MACHINE & WELDI	GENERAL FUN	PARKS	Repair/Maint - Bldg	WEED WHIP HEADS	\$58.50
CHECK # 056730 JEFFS MACHINE & WELDING LLC						\$58.50
CHECK # 056731 JOHNSONS HARDWARE & RENTAL						
056731	JOHNSONS HARDWARE &	GENERAL FUN	GENERAL GOV	Repair/Maint - Bldg	VASALOPPET BLDG DOO	\$109.90
056731	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Repair/Maint - Bldg	TRUCK/TRAILER BOLT/S	\$37.94
056731	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Small Tools & Equi	HAMMER, CONCRETE TO	\$221.89
056731	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Repair/Maint - Bldg	SPRAY PAINT, STORAGE	\$109.11
056731	JOHNSONS HARDWARE &	GENERAL FUN	GARAGE	Repair/Maint - Bldg	HOSE NOZZLE	\$14.99
056731	JOHNSONS HARDWARE &	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	DOOR BOLTS, FILTER, SL	\$66.29
056731	JOHNSONS HARDWARE &	GENERAL FUN	AQUATIC CEN	Other Operating Su	SPRAY BOTTLE, WASP &	\$28.42
056731	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Repair/Maint - Bldg	TRASH BAGS	\$64.95
056731	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Repair/Maint - Bldg	FLOWERS	\$513.50
056731	JOHNSONS HARDWARE &	FIRE FUND	FIRE	Other Operating Su	AMERICAN FLAG	\$19.99
056731	JOHNSONS HARDWARE &	CEMETERY FU	CEMETERY	Rentals	STUMP GRINDER RENTA	\$490.00
056731	JOHNSONS HARDWARE &	CEMETERY FU	CEMETERY	Repair/Maint - Bldg	WATER RPR SUPPLIES	\$23.98
056731	JOHNSONS HARDWARE &	CEMETERY FU	CEMETERY	Small Tools & Equi	SHOVEL	\$39.99
CHECK # 056731 JOHNSONS HARDWARE & RENTAL						\$1,740.95
CHECK # 056733 KANABEC PUBLICATIONS, INC						
056733	KANABEC PUBLICATIONS,	GENERAL FUN	MAYOR & CO	Advertising	PARK BOARD OPENINGS	\$23.72
056733	KANABEC PUBLICATIONS,	GENERAL FUN	ADMINISTRAT	Miscellaneous	DEDUCTED MAY PH ON 2	-\$79.98
056733	KANABEC PUBLICATIONS,	GENERAL FUN	ADMINISTRAT	Miscellaneous	HRA & LIVING SOLUTION	\$47.42
056733	KANABEC PUBLICATIONS,	GENERAL FUN	HUMAN RESO	Advertising	ELECT PLANT/LINE SUP J	\$617.20
056733	KANABEC PUBLICATIONS,	GENERAL FUN	AQUATIC CEN	Advertising	MAC AD	\$121.25
056733	KANABEC PUBLICATIONS,	GENERAL FUN	AQUATIC CEN	Office Supplies	COLORED PAPER	\$39.98
056733	KANABEC PUBLICATIONS,	GENERAL FUN	PARKS	Advertising	MUSIC IN THE PARK SCH	\$374.00
056733	KANABEC PUBLICATIONS,	LIQUOR FUND	LIQUOR STOR	Advertising	LIQ ADS	\$968.50
CHECK # 056733 KANABEC PUBLICATIONS, INC						\$2,112.09
CHECK # 056734 KNIFE RIVER CORP						
056734	KNIFE RIVER CORP	GENERAL FUN	STREETS	Street Maint - Labo	CALCIUM CHLORIDE FOR	\$3,025.60

**CITY OF MORA**  
**CHECK LIST-COUNCIL**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 056734 KNIFE RIVER CORP						\$3,025.60
CHECK # 056736 KWIK TRIP - GAS PURCHASES						
056736	KWIK TRIP - GAS PURCHA	GENERAL FUN	BUILDING	Motor Fuels	FUEL	\$17.03
056736	KWIK TRIP - GAS PURCHA	GENERAL FUN	STREETS	Motor Fuels	FUEL	\$1,103.79
056736	KWIK TRIP - GAS PURCHA	GENERAL FUN	PARKS	Motor Fuels	FUEL	\$475.67
056736	KWIK TRIP - GAS PURCHA	FIRE FUND	FIRE	Motor Fuels	FUEL	\$218.03
CHECK # 056736 KWIK TRIP - GAS PURCHASES						\$1,814.52
CHECK # 056737 LEES PRO SHOP						
056737	LEES PRO SHOP	GENERAL FUN	AQUATIC CEN	Other Operating Su	MAC CLOTHING	\$546.50
CHECK # 056737 LEES PRO SHOP						\$546.50
CHECK # 056739 MIDWEST MACHINERY CO						
056739	MIDWEST MACHINERY CO	GENERAL FUN	PARKS	Repair/Maint - Bldg	MOWER PARTS	\$480.81
CHECK # 056739 MIDWEST MACHINERY CO						\$480.81
CHECK # 056740 MILLER TRUCKING INC						
056740	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	PRODUCT DELIVERY	\$258.83
056740	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	PRODUCT DELIVERY	\$1,048.04
056740	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	PRODUCT DELIVERY	\$68.83
056740	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	PRODUCT DELIVERY	\$12.70
CHECK # 056740 MILLER TRUCKING INC						\$1,388.40
CHECK # 056742 MN ENERGY RESOURCES CORP						
056742	MN ENERGY RESOURCES	GENERAL FUN	CITY HALL BU	Natural Gas - Heat	NATURAL GAS	\$51.76
056742	MN ENERGY RESOURCES	GENERAL FUN	LIBRARY BUIL	Natural Gas - Heat	NATURAL GAS	\$54.28
056742	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS	\$25.09
056742	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS	\$67.18
056742	MN ENERGY RESOURCES	FIRE FUND	FIRE	Natural Gas - Heat	NATURAL GAS	\$126.75
CHECK # 056742 MN ENERGY RESOURCES CORP						\$325.06
CHECK # 056743 MTI DISTRIBUTING, INC						
056743	MTI DISTRIBUTING, INC	GENERAL FUN	PARKS	Repair/Maint - Bldg	MOWER BLADES	\$488.61
CHECK # 056743 MTI DISTRIBUTING, INC						\$488.61
CHECK # 056745 OFFICE DEPOT						
056745	OFFICE DEPOT	GENERAL FUN	MAYOR & CO	Office Supplies	OFFICE SUPPLIES	\$15.64
056745	OFFICE DEPOT	GENERAL FUN	ADMINISTRAT	Office Supplies	COPY PAPER	\$12.45
056745	OFFICE DEPOT	GENERAL FUN	ADMINISTRAT	Office Supplies	OFFICE SUPPLIES	\$15.64
056745	OFFICE DEPOT	GENERAL FUN	FINANCE	Office Supplies	OFFICE SUPPLIES	\$20.83
056745	OFFICE DEPOT	GENERAL FUN	PLANNING &	Small Tools & Equi	COMPUTER SPEAKERS	\$7.23
056745	OFFICE DEPOT	GENERAL FUN	BUILDING	Small Tools & Equi	COMPUTER SPEAKERS	\$7.23
056745	OFFICE DEPOT	GENERAL FUN	AQUATIC CEN	Office Supplies	OFFICE SUPPLIES	\$45.17
CHECK # 056745 OFFICE DEPOT						\$124.19
CHECK # 056746 OWENS AUTO PARTS						
056746	OWENS AUTO PARTS	GENERAL FUN	STREETS	Repair/Maint - Bldg	AIR FILTER, HITCH PINS	\$121.60
056746	OWENS AUTO PARTS	GENERAL FUN	PARKS	Repair/Maint - Bldg	SIGNAL LIGHTS	\$0.89
CHECK # 056746 OWENS AUTO PARTS						\$122.49
CHECK # 056748 QUALITY DISPOSAL						
056748	QUALITY DISPOSAL	GENERAL FUN	CITY HALL BU	Garbage Removal	GARBAGE	\$48.29
056748	QUALITY DISPOSAL	GENERAL FUN	LIBRARY BUIL	Garbage Removal	GARBAGE	\$26.91
056748	QUALITY DISPOSAL	GENERAL FUN	STREETS	Garbage Removal	GARBAGE	\$80.73
056748	QUALITY DISPOSAL	GENERAL FUN	GARAGE	Garbage Removal	GARBAGE	\$159.89

**CITY OF MORA**  
**CHECK LIST-COUNCIL**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
056748	QUALITY DISPOSAL	GENERAL FUN	AQUATIC CEN	Garbage Removal	GARBAGE	\$246.60
056748	QUALITY DISPOSAL	GENERAL FUN	PARKS	Garbage Removal	GARBAGE	\$71.73
056748	QUALITY DISPOSAL	LIQUOR FUND	LIQUOR STOR	Garbage Removal	GARBAGE	\$184.86
CHECK # 056748 QUALITY DISPOSAL						\$819.01
CHECK # 056749 RED BULL DISTRIBUTION COMPANY						
056749	RED BULL DISTRIBUTION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	RED BULL	\$474.00
CHECK # 056749 RED BULL DISTRIBUTION COMPANY						\$474.00
CHECK # 056750 RJ MECHANICAL						
056750	RJ MECHANICAL	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	POOL FILTER GASKETS	\$330.00
CHECK # 056750 RJ MECHANICAL						\$330.00
CHECK # 056752 SEH						
056752	SEH	GENERAL FUN	PLANNING &	Professional Servic	FOX RUN 3RD PHASE	\$741.74
056752	SEH	GENERAL FUN	PLANNING &	Professional Servic	HIGH SCHOOL CONSTR E	\$103.76
056752	SEH	GENERAL FUN	PARKS	Professional Servic	FOX RUN PARK PROJECT	\$2,526.52
CHECK # 056752 SEH						\$3,372.02
CHECK # 056753 SHRED-N-GO, INC						
056753	SHRED-N-GO, INC	GENERAL FUN	ADMINISTRAT	Professional Servic	SHREDDING	\$79.75
CHECK # 056753 SHRED-N-GO, INC						\$79.75
CHECK # 056754 SPECTRUM SUPPLY						
056754	SPECTRUM SUPPLY	LIQUOR FUND	LIQUOR STOR	Other Operating Su	REGISTER TAPE, TOWEL	\$153.96
056754	SPECTRUM SUPPLY	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	BAGS	\$399.54
CHECK # 056754 SPECTRUM SUPPLY						\$553.50
CHECK # 056756 STANS EQUIPMENT CENTER						
056756	STANS EQUIPMENT CENT	GENERAL FUN	STREETS	Capital Outlay	TOMMY GATE & REAR CA	\$3,620.00
CHECK # 056756 STANS EQUIPMENT CENTER						\$3,620.00
CHECK # 056758 TOTAL REGISTER SYSTEMS INC						
056758	TOTAL REGISTER SYSTEM	LIQUOR FUND	LIQUOR STOR	Professional Servic	2021 ANNUAL ONLINE B	\$1,201.01
CHECK # 056758 TOTAL REGISTER SYSTEMS INC						\$1,201.01
CHECK # 056759 UHL COMPANY, INC						
056759	UHL COMPANY, INC	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	RPR OF UPRIGHT FREEZ	\$286.00
056759	UHL COMPANY, INC	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	RPR OF HEAT PUMPS	\$738.00
CHECK # 056759 UHL COMPANY, INC						\$1,024.00
CHECK # 056760 UPPER CASE PRINTING INK						
056760	UPPER CASE PRINTING IN	GENERAL FUN	ADMINISTRAT	Professional Servic	NEWSLETTER	\$419.98
CHECK # 056760 UPPER CASE PRINTING INK						\$419.98
CHECK # 056762 VIKING COKE						
056762	VIKING COKE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$800.10
CHECK # 056762 VIKING COKE						\$800.10
CHECK # 056764 WATSON CO., INC						
056764	WATSON CO., INC	GENERAL FUN	AQUATIC CEN	Merchandise for Re	CONCESSIONS	\$4,025.03
056764	WATSON CO., INC	GENERAL FUN	AQUATIC CEN	Other Operating Su	FOOD TRAYS, CHEESE C	\$61.29
056764	WATSON CO., INC	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	BAGS	\$22.17
056764	WATSON CO., INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	TOBACCO, JUICE, ETC	\$11,045.35
CHECK # 056764 WATSON CO., INC						\$15,153.84
CHECK # 056765 WINDSTREAM						

**CITY OF MORA**  
**CHECK LIST-COUNCIL**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
056765	WINDSTREAM	GENERAL FUN	AIRPORT	Telephone	PHONE	\$128.39
CHECK # 056765 WINDSTREAM						\$128.39
CHECK # 056766 ZARNOTH BRUSH WORKS INC						
056766	ZARNOTH BRUSH WORKS	GENERAL FUN	STREETS	Repair/Maint - Bldg	DISPOSABLE GUTTER BR	\$278.00
CHECK # 056766 ZARNOTH BRUSH WORKS INC						\$278.00
CHECK # 056767 ZEP SALES & SERVICE						
056767	ZEP SALES & SERVICE	LIQUOR FUND	LIQUOR STOR	Cleaning Supplies	CLEANING SUPPLIES	\$183.78
CHECK # 056767 ZEP SALES & SERVICE						\$183.78
						\$891,381.48



CITY OF MORA  
COUNCIL CHECK LIST

THE JUNE/JULY 2021 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

\_\_\_\_\_

MAYOR

\_\_\_\_\_

COUNCIL MEMBER

\_\_\_\_\_

COUNCIL MEMBER

\_\_\_\_\_

COUNCIL MEMBER

\_\_\_\_\_

COUNCIL MEMBER

\_\_\_\_\_

DEPUTY CLERK

MINNESOTA LAWFUL GAMBLING  
**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: International Lions Club of Mora, MN, Inc Previous Gambling Permit Number: X-01410-16-001

Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: \_\_\_\_\_

Mailing Address: 532 Wood St N

City: Mora State: MN Zip: 55051 County: Kanabec

Name of Chief Executive Officer (CEO): Steven Schulz

CEO Daytime Phone: 320-515-1239 CEO Email: sschulz3101@icloud.com  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): waynefredrickson@gmail.com

**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](http://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): Kanabec County Fairgrounds

Physical Address (do not use P.O. box): 701 S. Union St

Check one:

City: Mora Zip: 55051 County: Kanabec

Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): 08/01/2021

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](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.





# MEMORANDUM

Date: July 20, 2021  
To: Mayor and City Council  
From: Sara B. King, Accountant  
RE: Accept Restricted Donations

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## BACKGROUND INFORMATION

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The City of Mora has received the following donations:

<b>DONATION RECEIVED FROM:</b>	<b>DONATION OF:</b>
Made of MORA	\$100.00
Kyle Shepard	\$425.00
Estate of Roger A. Wegner	\$31,114.26
Sadie Broekemeier (Hosley)	\$300.00
Kyle & Jennifer McCauley	\$200.00
Patti Miller	\$500.00
First Citizens Bank	\$5,000.00

As required by MN State Statute, restricted donations must be officially accepted by the City Council.

## RECOMMENDATIONS

---

Motion to accept donations by approving Resolution 2021-721.

*Attachments*  
Resolution 2021-721

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
ACCEPTING RESTRICTED DONATIONS**

WHEREAS, the City of Mora is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city, and the terms or conditions of the donations, if any, are as follows:

<b>DONATION RECEIVED FROM:</b>	<b>DONATION OF:</b>	<b>TERMS AND CONDITIONS OR DESCRIPTION OF PROPERTY:</b>
Made of MORA	\$100.00	Donation for 2021 Music in the Park
Kyle Shepard	\$425.00	Donation for Bench at Dog Park
Estate of Roger A. Wegner	\$31,114.26	Donation to Mora Area Fire Department
Sadie Broekemeier (Hosley)	\$300.00	Donation for Dog Park
Kyle & Jennifer McCauley	\$200.00	Donation for Dog Park
Patti Miller	\$500.00	Donation for Dog Park
First Citizens Bank	\$5,000.00	Donation for Repairs to Vasaloppet (Depot) Building

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Mora, Kanabec County, Minnesota that:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

The foregoing resolution was introduced and moved for adoption by Council Member \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_.

Voting for the Resolution:.....  
 Voting Against the Resolution: .....  
 Abstained from Voting:.....  
 Absent: .....

Motion carried and resolution adopted this 20<sup>th</sup> day of July 2021.

ATTEST:

\_\_\_\_\_  
 Al Skramstad, Mayor

\_\_\_\_\_  
 Lindy Crawford, City Administrator



# MEMORANDUM

Date: July 20, 2021  
To: Mayor and City Council  
From: Lindy Crawford, City Administrator  
RE: Accept Letter of Resignation – Firefighter

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## SUMMARY

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Pete Morgan, firefighter for the Mora Area Fire Department, has submitted his letter of resignation. His last date of employment was June 21, 2021. Staff is already advertising for one firefighter, and will adjust the recruitment efforts to recruit two firefighters.

## RECOMMENDATIONS

---

Motion to accept Pete Morgan's letter of resignation.

## *Attachments*

Morgan Letter of Resignation

6-21-21

After many months of hard decision making, I have decided to step down as a member of the MAFD. I don't regret any time I have put in here and I hope I don't regret my decision on this. I live by the "give it 100% or don't do it at all" way of thinking and unfortunately I have not been able to give the group what the group deserves, 100%. I've made some friendships through this experience that I know I wouldn't have made otherwise and I hope I can hold onto those. It has been an awesome journey for me these last 4 1/2 years but this chapter of my life has closed. Stay safe guys (and Ashley) and keep kicking Ass!

Pete Morgan



# M E M O R A N D U M

Date: July 20, 2021  
 To: Mayor and City Council  
 From: Mandi Yoder, Deputy City Clerk  
 RE: Business License Renewals

**SUMMARY**

The City Council will consider renewing business licenses for the term of one year starting September 1, 2021 and ending August 31, 2022.

**BACKGROUND INFORMATION**

Per City Code §110, the City Council may annually grant business license renewals for certain types of regulated establishments in city limits.

Listed below are existing businesses that have submitted business license renewal applications. All tobacco and alcohol license applications will be forwarded to the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement division and the Minnesota Department of Revenue for State approval if they are granted City Council approval.

At this time staff recommends approval of the business license renewal applicants as listed below.

Business Name	License(s) Type
Federated Co-ops, Union Street	Tobacco
Federated Co-ops, Frontage Rd	Tobacco
North Country Bottle Shop	Tobacco
Coborn's	Tobacco & 3.2% Off-Sale
Holiday Stationstores #186	Tobacco
Jim's Mille Lacs Disposal, Inc.	Roll-Off Solid Waste
Hartl Enterprises LLC, dba Ron's Roll-Offs	Roll-Off Solid Waste
Diversified Enterprises, dba Vanderpoel Disposal	Roll-Off Solid Waste
LePage & Sons, Inc.	Roll-Off Solid Waste
CB&G LLC, dba Crystal Bar & Grill	Liquor & Liquor Sunday, On-Sale
El Jalisco Grill & Bar Mexican Restaurant	Liquor & Liquor Sunday, On-Sale

Memorandum

Kev's Depot	Liquor & Liquor Sunday, On-Sale
Kwik Trip #1037	3.2% Beer Off-Sale & Tobacco
Marsuz LLC, dba Freddie's	Liquor & Liquor Sunday, On-Sale
Grand Event Center	Liquor & Liquor Sunday, On-Sale
Victory Lanes & Sports Bar, LLC	Liquor & Liquor Sunday, On-Sale
Massages by Corrine	Massage Therapist

OPTIONS & IMPACTS

---

1. Approve the compliant business license renewals as presented allowing the tobacco and alcohol applications to be submitted to the State of Minnesota for further approval.
2. Deny any non-compliant business license applications.

RECOMMENDATIONS

---

Motion to approve the business license renewals as presented.

*Attachments*

None

**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: MN DEER HUNTERS ASSOC SNAKE RIVER CHAPTER Previous Gambling Permit Number: X-03612-20-21  
 Minnesota Tax ID Number, if any: 4326991 Federal Employer ID Number (FEIN), if any: 41-1390958  
 Mailing Address: 47 N PARK ST  
 City: MORA State: MN Zip: 55051 County: KANABEC  
 Name of Chief Executive Officer (CEO): JERE L BARTZ  
 CEO Daytime Phone: 612-390-8493 CEO Email: JERE@JMTHIELCPA.COM  
 (permit will be emailed to this email address unless otherwise indicated below)  
 Email permit to (if other than the CEO): \_\_\_\_\_

**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](http://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): GRAND EVENT CENTER

Physical Address (do not use P.O. box): 2025 ROWLAND ROAD

Check one:

City: MORA Zip: 55051 County: KANABEC

Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): SEPTEMBER 13, 2021

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: 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](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.





# MEMORANDUM

Date: July 20, 2021  
To: Mayor and City Council  
From: Jeff Krie, Activities and Recreation Coordinator  
RE: Special Event Permit Request – Mora’s Fly-in

---

## SUMMARY

The Airport Advisory Board is requesting approval for a special event permit for their annual Fly-in event which will be held on Saturday, September 18, 2021 at the Mora Municipal Airport (JMR) from 8am-12pm.

## BACKGROUND INFORMATION

This is an annual event. Because it is a city sponsored event, there will be no fees collected and no special insurance is needed. A Facebook event will be created to promote the event. Any COVID-19 restrictions or guidelines set forth by the CDC and MN Department of Health will be adhered to.

## OPTIONS & IMPACTS

- The airport manager will be on site.
- No event fees are required.
- The Mora Lions Club will be submitting a copy of their MN Department of Health permit for serving food to the public.

## RECOMMENDATIONS

Motion to approve the special event permit for the Mora Fly-In at the Mora Municipal Airport on Saturday, September 18, 2021 pending submission of the Lions Club’s MN Department of Health permit.

### *Attachments*

Special Event Permit Application  
Event Site Plan  
Event Flyer



**CITY OF MORA  
SPECIAL EVENT PERMIT APPLICATION**

City of Mora | 101 Lake Street South | Mora, MN 55051  
ci.mora.mn.us | 320-679-1511

*Please refer to our website for the Public Property Use Permit Policy for additional information and rules.  
Only completed applications with payment will be accepted. Applications are due 60 days prior to event.*

EVENT INFORMATION			
Name of Event: <b>MORA FLY-IN</b>			
Type of Event (festival, parade, athletic, etc.): <b>ANNUAL COMMUNITY EVENT</b>			
Event Location: <b>MORA MUNICIPAL AIRPORT - 2085 MAHOGANY ST.</b>			
Event Set Up Date: <b>9-17-2021</b>	Start Time: <b>12:00 PM</b>	End Time: <b>3:00 PM</b>	
Actual Event Date(s): <b>9-18-2021</b>	Start Time: <b>8:00 AM</b>	End Time: <b>12:00 PM</b>	Please be aware that parks close at 10:00 pm.
Event Clean Up Date: <b>9-18-2021</b>	Start Time: <b>12:00 PM</b>	End Time: <b>2:00 PM</b>	
Estimated Attendance: <b>300</b>			
Sponsoring Organization Name: <b>CITY OF MORA + AIRPORT ADVISORY BOARD</b>			
Primary Contact Person: <b>JOE KOHLGRAF, AIRPORT MANAGER</b>			
Address: <b>101 LAKE ST. S.</b>			
City: <b>MORA</b>	State: <b>MN</b>	Zip: <b>55051</b>	
Phone: <b>612-390-8217</b>	E-Mail: <b>joe.kohlgraf@cityofmora.com</b>		
Name of Contact Person During Event: <b>JOE KOHLGRAF</b>		Cell Phone: <b>612-390-8217</b>	
<i>Person listed above must be present during the event and immediately available.</i>			
DAMAGE / KEY DEPOSIT REFUND INFORMATION			
Person/Organization Name: <b>NA</b>			
Address:			
City:	State:	Zip:	
EVENT DETAILS			
Schedule of Activities Attached? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes    Site Plan Attached? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes    Traffic Plan Attached? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
List any Road Closures/Partial Lane Closures and the Time of Closing: <b>NA</b>			
<i>If applicable, please attach a clear map showing the traffic plan with street closures and routes</i>			

Is the event open to the public?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Admission Charged?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will alcohol be served at the event?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	If yes, will you be charging for or accepting donations for the alcohol?	<input type="checkbox"/> No	<input type="checkbox"/> Yes

**If YES to both of the above questions pertaining to alcohol, attach liquor liability certificate of insurance from both the applicant and the caterer (if one is used) naming the CITY OF MORA as additional insured.**

Certificate of Liability Insurance attached?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<b>CITY FUNCTION - INSURED</b>		
Will food be served / provided / prepared on site? <b>LIONS CLUB</b>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	If YES, please contact MN Department of Health at 320-223-7317.		
Will sound amplification be used?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	If YES, hours and type: <b>No amplified sound 10 pm to 7 am.</b>		

**Please attach a site plan showing the following applicable items.**

Will there be canopies or tents?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Indicate on site plan the size and location of canopies & tents. Date installed: <b>9-18-21</b> Date removed: <b>9-18-21</b>		
Will there be events in the air?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Indicate on site plan what & where.		
Will a stage be set up?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Indicate on site plan the size and location of the stage.		
Will there be temporary fencing?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Indicate on site plan the dimensions and location of the fencing.		
Will traffic control devices be needed?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Number needed:		
Will there be a fire or fires?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Indicate on site plan the dimensions and location of the fire(s).		
Will power be needed?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Indicate on site plan the location(s) of power source. Additional permits may be needed-contact MMU 679-1451.		

Event attendance at 100 persons or greater requires sanitation facilities. Indicate sanitation facilities location on site plan if required. If not required, describe sanitation plan here:  
**PRIMARY - PORTA POTTIES ; SECONDARY - AD BUILDING RESTROOMS**

Describe parking arrangements for the event and show on the traffic plan:  
**ALL PARKING TO BE LOCATED ON CITY PROPERTY - GRASSY AREA IMMEDIATELY EAST OF AD BUILDING**

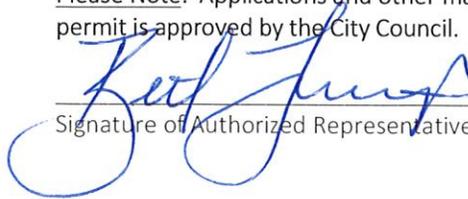
Describe trash removal and clean-up plan during and after event:  
**STAFF + VOLUNTEERS WILL CLEAN UP IMMEDIATELY FOLLOWING EVENT. TRASH WILL BE COLLECTED BY QUALITY DISPOSAL.**

This permit is not transferable, nonrefundable, and is not valid for any other date or purpose than specified above. An approved copy of this permit must be available for inspection during the period of use.

Special Events Waiver of Liability Agreement:

I agree to abide by all applicable City Ordinances regulating special events and the use of public parks. I agree to indemnify and hold the City of Mora harmless for any personal injury claims resulting from our use of public property or organized public event and waive any right to make claims or bring lawsuit against the City or anyone working on behalf of the City. I agree to pay for any damage done to public property as a result of our organization's use of public property that exceeds the damage deposit.

**Please Note:** Applications and other materials (map, race route, etc.) submitted for approval will be considered final once the permit is approved by the City Council. Please be sure all information on the application is correct.

  
Signature of Authorized Representative

**101 LAKE ST. S. MORA**  
Address/City/St/Zip

**7-7-2021**  
Date

PAYMENT INFORMATION		
Event Fee: <i>N/A</i>	Date Paid:	Staff Initials:
Key/Event Deposit(s): <i>N/A</i>	Amount Paid:	Date Paid:
Date Returned:	Staff Initials:	Amount Paid:
Key: <i>N/A</i>	Date Issued:	Staff Initials:
Key #:	Date Returned:	Staff Initials:
Comments: <i>City Event no fees</i>		

Authorization and Comments

Property Coordinator or Designee Signature and Date <i>[Signature]</i>	Public Works Director Signature and Date <i>[Signature]</i> 7-13-2021
I have reviewed the application and have the following comments and conditions:	I have reviewed the application and have the following comments and conditions:
<i>No fees due to City Event</i>	<i>No concerns, will be at event.</i>

Building Official Signature and Date <i>Caleb Christ</i> 7-9-21	Deputy Clerk Signature and Date <i>Mandi Under</i>
I have reviewed the application and have the following comments and conditions:	I have reviewed the application and have the following comments and conditions:
<i>No comments or concerns</i>	<i>No comments/concerns.</i>

Fire Chief or Designee Signature and Date 	Kanabec County Sheriff or Designee Signature and Date  7/13/21
I have reviewed the application and have the following comments and conditions: <i>none</i>	I have reviewed the application and have the following comments and conditions:

City Administrator Signature and Date  7.14.21	City Council Approval Date / Permit Issued Date
I have reviewed the application and have the following comments and conditions: <i>none</i>	

EVENT FEES			
Permit Base Fee	\$50	Late Fee	\$100
Damage/Key Deposit	\$100	Cancellation Fee	\$15
Additional Options (in addition to base fee)			
Street Closure/Parade	\$25		
Traffic Control Devices	\$50 (covers drop-off and pick-up at event site)		
Event Storage Fee	\$50		
Garbage Removal	\$45/hr. (deducted from damage deposit)		
Event Clean-up	\$45/hr. (deducted from damage deposit)		

DRAFT

# MORA FLY-IN

DRAFT

## with Static Tractor Display

Brought to You by the City of Mora and the Airport Advisory Board

Saturday, September 18, 2021, 8:00 am—12:00 pm

located at

**Mora Municipal Airport (JMR)**

CTAF 122.8 Weather 123.925

### Scheduled Events:

**8:00 am—Presentation of Colors by the American Legion Club of Mora**

**8:05 am—Pancake Breakfast Served by the Mora Lions Club**

**\$6 / Person and Pilots in Command Eat Free**

**10:00 am—Paper Airplane Contest with Prizes for Youth**

### Other Attractions and Details:

**FREE Admission • 5¢ Discount on Aviation Fuel on Day of Event**

**Free Underwing Camping on Friday Night with Entertainment Organized by Local Pilots • Airplane Rides Available for purchase from Hawk Aviation  
Static Tractor Display Open to All Tractor Owners • Airport Equipment on Display • Free Gifts for First 100 Youth and First 100 Adults in Attendance**

An inherent risk of exposure to COVID-19 exists in any public place where people are present. By attending the event, you voluntarily assume all risks related to exposure to COVID-19. Attendees are encouraged to take everyday preventive actions to help prevent the spread of respiratory illnesses including: stay home if you are sick, practice social distancing, wear a face mask, cover coughs and sneezes, and clean your hands often.

Joe Kohlgraf, Airport Manager | [Joe.kohlgraf@cityofmora.com](mailto:Joe.kohlgraf@cityofmora.com) | 612-390-8217

100 LL and Jet A fuels available

Event Sponsors:

**KWIK TRIP**

**SPIRE**  
CREDIT UNION



INSERT LOGO

INSERT LOGO

**SEH**







# MEMORANDUM

Date: July 20, 2021  
To: Mayor and City Council  
From: Jeff Krie, Activities and Recreation Coordinator  
RE: Special Event Permit Request - Mora's Fall Fest

---

## SUMMARY

Staff is requesting approval for a special event permit for Mora's Fall Fest, a city-sponsored event, which will be held on Saturday, September 25, 2021 in Library Park.

## BACKGROUND INFORMATION

This is the third annual event which will be held at Library Park. Because it is a city sponsored event, there will be no fees collected and no special insurance is needed. Any food trucks will have paperwork submitted and a background check completed before taking part in this event. A Facebook event will be created to promote this event. Any COVID-19 restrictions or guidelines set forth by the CDC and MN Department of Health will be adhered to.

## OPTIONS & IMPACTS

- Staff will be present on site.
- No event fees are required.
- All food vendors will receive mobile food unit licenses prior to the event, if they don't have one already.

## RECOMMENDATIONS

Motion to approve the special event permit for Mora's Fall Fest on Saturday, September 25, 2021.

### *Attachments*

Special Event Permit Application  
Event Site Plan  
List of Schedule and Activities





CITY OF MORA  
SPECIAL EVENT PERMIT APPLICATION

City of Mora | 101 Lake Street South | Mora, MN 55051  
ci.mora.mn.us | 320-679-1511

Please refer to our website for the Public Property Use Permit Policy for additional information and rules.  
Only completed applications with payment will be accepted. Applications are due 60 days prior to event.

EVENT INFORMATION		
Name of Event:	Fall Fest	
Type of Event (festival, parade, athletic, etc.):	Community Event	
Event Location:	210 Maple Ave W.	
Event Set Up Date:	9/25/2021	Start Time: 8:00am End Time: 12:00pm
Actual Event Date(s):	9/25/2021	Start Time: 12:00pm End Time: 4:00pm <small>Please be aware that parks close at 10:00 pm.</small>
Event Clean Up Date:	9/25/2021	Start Time: 4:00pm End Time: 6:00pm
Estimated Attendance:	200	
APPLICANT INFORMATION		
Sponsoring Organization Name:	City of Mora Park Board	
Primary Contact Person:	Jeff Krie	
Address:	101 Lake Street S.	
City:	Mora	State: MN Zip: 55051
Phone:	320-225-4827	E-Mail: j.krie@cityofmora.com
Name of Contact Person During Event:	Jeff Krie	Cell Phone: 320-674-4021
<i>Person listed above must be present during the event and immediately available.</i>		
DAMAGE / KEY DEPOSIT REFUND INFORMATION		
Person/Organization Name:	Jeff Krie / City of Mora Park Board	
Address:	101 Lake Street S.	
City:	Mora	State: MN Zip: 55051
EVENT DETAILS		
Schedule of Activities Attached?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	Site Plan Attached? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <span style="float: right;"><i>with site plan</i></span>
Traffic Plan Attached?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
List any Road Closures/Partial Lane Closures and the Time of Closing:	Partial Lane closure on Wood Street to allow for food vendors.	
<i>If applicable, please attach a clear map showing the traffic plan with street closures and routes</i>		

Is the event open to the public?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Admission Charged?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will alcohol be served at the event?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	If yes, will you be charging for or accepting donations for the alcohol?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes

**If YES to both of the above questions pertaining to alcohol, attach liquor liability certificate of insurance from both the applicant and the caterer (if one is used) naming the CITY OF MORA as additional insured.**

Certificate of Liability Insurance attached?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<i>City Event</i>
Will food be served / provided / prepared on site?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	If YES, please contact MN Department of Health at 320-223-7317.
Will sound amplification be used?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	If YES, hours and type: <i>No amplified sound 10 pm to 7 am.</i>

**Please attach a site plan showing the following applicable items.**

Will there be canopies or tents?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Indicate on site plan the size and location of canopies & tents. Date installed: _____ Date removed: _____
Will there be events in the air?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Indicate on site plan what & where.
Will a stage be set up?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Indicate on site plan the size and location of the stage.
Will there be temporary fencing?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Indicate on site plan the dimensions and location of the fencing.
Will traffic control devices be needed?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Number needed: <i>780 by Public Works</i>
Will there be a fire or fires?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Indicate on site plan the dimensions and location of the fire(s).
Will power be needed?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Indicate on site plan the location(s) of power source. Additional permits may be needed-contact MMU 679-1451.

Event attendance at 100 persons or greater requires sanitation facilities. Indicate sanitation facilities location on site plan if required. If not required, describe sanitation plan here: *Temp toilet facility at Library Park*

Describe parking arrangements for the event and show on the traffic plan: *There is no specific parking arrangements for this event, participants will park on street.*

Describe trash removal and clean-up plan during and after event: *As a City-sponsored event, city staff will be responsible for trash removal & clean up after event.*

This permit is not transferable, nonrefundable, and is not valid for any other date or purpose than specified above. An approved copy of this permit must be available for inspection during the period of use.

Special Events Waiver of Liability Agreement:

I agree to abide by all applicable City Ordinances regulating special events and the use of public parks. I agree to indemnify and hold the City of Mora harmless for any personal injury claims resulting from our use of public property or organized public event and waive any right to make claims or bring lawsuit against the City or anyone working on behalf of the City. I agree to pay for any damage done to public property as a result of our organization's use of public property that exceeds the damage deposit.

**Please Note:** Applications and other materials (map, race route, etc.) submitted for approval will be considered final once the permit is approved by the City Council. Please be sure all information on the application is correct.

Signature of Authorized Representative \_\_\_\_\_ Address/City/St/Zip *101 Lake St S. Mora, MN 55051* Date *7/8/2021*

**PAYMENT INFORMATION**

Event Fee: <i>N/A</i>	Date Paid:	Staff Initials:
	Amount Paid:	
Key/Event Deposit(s): <i>N/A</i>	Date Paid:	Staff Initials:
	Amount Paid:	Staff Initials:
	Date Returned:	
Key: <i>N/A</i>	Key #:	Staff Initials:
	Date Issued:	Staff Initials:
	Date Returned:	
Comments: <i>No fees City sponsored event.</i>		

**Authorization and Comments**

  
 \_\_\_\_\_  
 Property Coordinator or Designee Signature and Date

I have reviewed the application and have the following comments and conditions:

*No fees sponsored by City.  
 Any food trucks will have  
 paperwork submitted &  
 background ck.*

 *7-9-21*  
 \_\_\_\_\_  
 Building Official Signature and Date

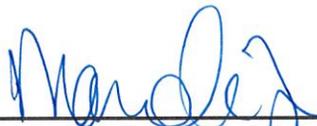
I have reviewed the application and have the following comments and conditions:

*No comments or  
 concerns*

 *7-13-2021*  
 \_\_\_\_\_  
 Public Works Director Signature and Date

I have reviewed the application and have the following comments and conditions:

*No Concerns will be  
 present at event.*

 *7-9-21*  
 \_\_\_\_\_  
 Deputy Clerk Signature and Date

I have reviewed the application and have the following comments and conditions:

*No comments/concerns*

  
\_\_\_\_\_  
Fire Chief or Designee Signature and Date

I have reviewed the application and have the following comments and conditions:

*N.A.*  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

 *7/13/21*  
\_\_\_\_\_  
Kanabec County Sheriff or Designee Signature and Date

I have reviewed the application and have the following comments and conditions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

 *7.14.21*  
\_\_\_\_\_  
City Administrator Signature and Date

I have reviewed the application and have the following comments and conditions:

*none*  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
City Council Approval Date / Permit Issued Date

EVENT FEES			
Permit Base Fee	\$50	Late Fee	\$100
Damage/Key Deposit	\$100	Cancellation Fee	\$15
Additional Options (in addition to base fee)			
Street Closure/Parade	\$25		
Traffic Control Devices	\$50 (covers drop-off and pick-up at event site)		
Event Storage Fee	\$50		
Garbage Removal	\$45/hr. (deducted from damage deposit)		
Event Clean-up	\$45/hr. (deducted from damage deposit)		

**Fall Fest 2021**  
**Saturday, September 25, 2021**  
**12:00- 4:00pm**

*Event Details as of July 20, 2021*

**NAME: Fall Fest**

**VENUE**

Primary location - Library Park, 210 Maple Avenue W

- Site prep before the event (garbage, port a potty, etc.) – City Staff
- Site clean-up after the event – City Staff

**ACTIVITIES**

Live Musical Performance: Kenny Krona & Rick Stener

- Performers have committed to the event and the performance has been incorporated into ECRAC grant for Music in the Park. Grant awards will be announced mid-March.
- Performers will be located in the gazebo.
- Advertising for the live performance will be incorporated into Music in the Park.
- **Magician** Ken Norton: Committed send performance agreement.
- **Strolling Magician** Don Bursell: send performance agreement.

Food Trucks:

- Kettle Korn (stand)
- ?
- ?

#### Activities and sponsor

- Face painting, Quality
- Hockey Shoot, MAYRA
- Spin the Wheel: Crisis Text Line/Northern MN Suicide Prevention.
- Dunk Tank, Anytime Fitness
- Crow-throw: sponsor pending.
- Pumpkin Painting: Coborns
- Corn Dig: Fore Chiropractic
- Cone Maze: City

#### MARKETING:

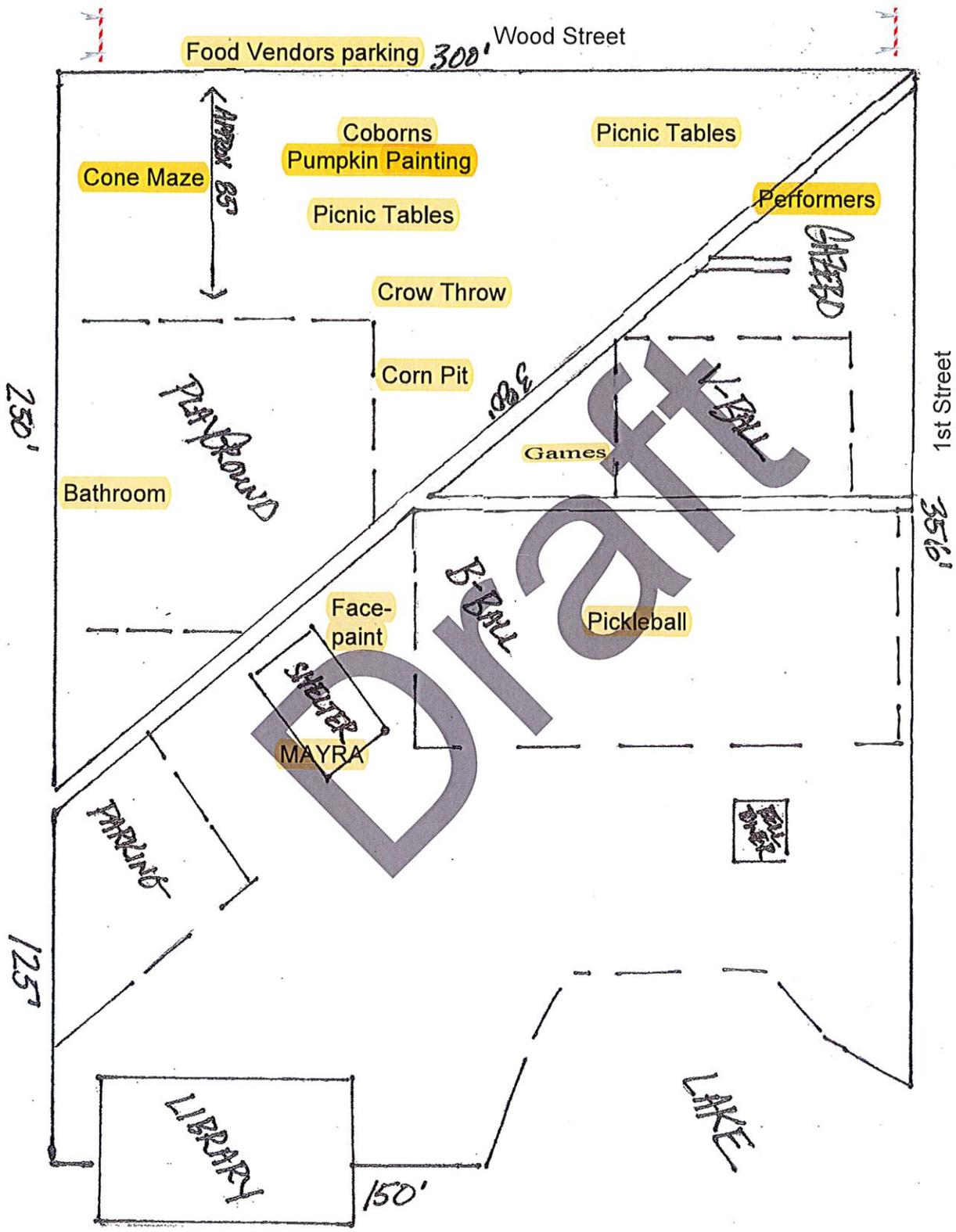
- City of Mora Facebook page - Krie will coordinate.
- City of Mora newsletter (July) -Krie will coordinate.
- Music in the Park marketing materials will include live musical performance (newspaper ads, radio ads, printed schedules available at city hall, City website, etc.) -Krie will coordinate.
- .Ad- Krie will coordinate
- Sponsor sign at event. Krie will coordinate.

\* NOT TO SCALE

Properties

Open for residents to get out drive

CITY OF MORRIS  
LIBRARY PARK







# MEMORANDUM

Date: July 20, 2021  
To: Mayor and City Council  
From: Lindy Crawford, City Administrator  
RE: 2022 KCSO Law Enforcement Contract

---

## SUMMARY

Attached is the 2022 proposed Kanabec County Sheriff’s Office (KCSO) law enforcement budget and contract. Staff requests the City Council act on the proposed budget as it is due by August 1, 2021.

---

## BACKGROUND INFORMATION

Staff finds the 2022 proposed budget amount to be reasonable, and reflects a 1.5% increase from the 2021 budget.

The budget reflects five employees for 24-hour coverage. Capital items needing replacement in 2022 include a squad radar system in the amount of \$4,000.

---

## OPTIONS & IMPACTS

1. Adopt the proposed 2022 budget as presented.
2. Request modifications to the proposed budget, and a subsequent reduction in service.

---

## RECOMMENDATIONS

Motion to accept the 2022 KCSO law enforcement budget and contract as presented.

### *Attachments*

2022 KCSO Law Enforcement Budget & Contract



**City of Mora Law Enforcement Services contract renewal (2022)**

Sergeant		\$110614
Deputies		\$380,057
Law Enforcement Assistant		\$62462
Part Time Deputy		\$38,000
Capital Equipment	(+\$4,000) (See Below)	
Vehicle repairs		\$ 8,063
Gas, oil, & misc.		\$25,000
Training, small equipment, repairs, & Office supplies		\$15,117
Taser lease		\$2,673
Cell phones/MDT Service		\$3,015
Auto Insurance		\$3,141
		Total \$648,914
	Administration Charge 5%	\$32,407
		Total <b>\$681,321</b>

2017	+3.0% Total	\$642,603
2018	+1.5% Total	\$652,242
2019	+ 0% Total	\$652,242
2020	+2.1% Total	\$666,300
2021	+.68% Total	\$670,859
<b>2022</b>	<b>+1.5%</b>	<b>\$681,321</b>

**Additional Personnel:**

If it is necessary to add additional temporary law enforcement personnel for special events sponsored by the City, such personnel shall be hired by the Sheriff and supervised as by the Sheriff along with the Sheriff's employees performing services under the terms of this Agreement. The City agrees to reimburse the Sheriff for the additional personnel used at special events at the hourly overtime rate. The 2021 hourly overtime rate for the one deputy is \$68.52 per hour.

**24 Hour Coverage:**

4 deputies and one sergeant for 24 hour seven day per week coverage with administrative and patrol supervision:

**Capital Improvement Line Items:**

- Squad Radar System (\$4,000)

## Law Enforcement Capital Budget Plan through 2025

**ITEM**

<b>CAPITAL EQUIPMENT 5000+</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Squad					\$38,000
<b>SMALL TOOLS</b>					
Squad Radios					
Portable Radios			\$2,500	\$2,500	
Squad Lights					\$2,100
Squad Cage					\$1,500
Squad Camera				\$6,500	\$6,500.00
Body Armor Vest					
<b>L.E. EQUIPMENT</b>					
Squad Switch System					\$1,000
Squad Siren Box & Siren					\$1,250
Squad Gun Lock					\$1,000
Computers		\$4,500.00	4,500	\$4,500.00	\$4,500.00
Long Guns					
Squad Radar	\$4,000.00	\$4,000.00	\$4,500		
<b>TOTALS</b>	<b>\$4,000.00</b>	<b>\$8,500.00</b>	<b>\$11,500.00</b>	<b>\$13,500.00</b>	<b>\$55,850.00</b>

Under the Capital Equipment, a new squad car and the following equipment could be included in the Capital Equipment: Squad Radio, Cage, In-car Camera, Switch System, Siren box, Gun Lock, Radar. When you purchase this equipment, you do not have to pay sales tax because the equipment is attached to the new squad car.

If the above listed equipment and small tools were damaged and/or unusable, we would purchase replacement equipment/tools under the training, small equipment, repairs, and office supplies category of the Law Enforcement Services Contract.





# MEMORANDUM

Date: July 20, 2021  
To: Mayor and City Council  
From: Lindy Crawford, City Administrator  
Caleb Christenson, Building Official  
RE: Building Official Services Agreement

---

## SUMMARY

The City Council will consider a proposal for building official services.

## BACKGROUND INFORMATION

The City of Mora has previously partnered with Milaca JPA for back-up building official services. Marshall Lind, building official for Milaca JPA, has accepted another position and resigned effective July 26, 2021.

Lind was also the City of Mora's state delegate for non-exempt (commercial) projects because Caleb Christenson is a building official limited, making him ineligible to perform those services. Christenson is eligible to complete residential and limited commercial projects until he becomes a fully certified building official, which will hopefully occur in the upcoming few months.

Until Christenson is fully certified the City of Mora must contract with a fully certified building official. Therefore, staff has received proposals from two organizations able to fulfill our needs – Mid-MN Inspections LLC and Rum River Construction Consultants. While both are willing to provide their services and are qualified to assist us, Mid-MN Inspections came in cheaper at \$65 per hour and the state rate of mileage starting at the Mora/Ogilvie city limits. For this reason, staff recommends the City Council accept their proposal and direct the city administrator to enter into a 12-month contract for services.

## OPTIONS & IMPACTS

1. Accept the proposal from Mid-MN Inspections as presented.
  - a. This is a budgeted expense.
  - b. Over the next 12 months, staff will evaluate the services and relationship to determine if an agreement is needed once Christenson becomes fully certified.
2. Do not accept the proposal, and direct staff appropriately.
  - a. A delegate for non-exempt projects must be presented to the state within 15 days of Lind's resignation date. The City must appoint a delegate for non-exempt projects by August 9, 2021 to remain in compliance with the state building code.

## RECOMMENDATIONS

Motion to accept the proposal from Mid-MN Inspections LLC for building official services, and direct the city administrator to enter into an agreement for services.

## *Attachments*

Proposal from Mid-MN Inspections LLC



# Mid-MN Inspections LLC

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Tad Winterfield - Building Official 763-482-0446 [tad@midmninspections.com](mailto:tad@midmninspections.com)

## **Compensation**

**Hourly Rate:** \$65.00/hour

**Mileage:** Current IRS Standard Mileage Rate (currently \$.56/mile)

Time & mileage will start from the corner of Hwy 47 & Hwy 23 in Ogilvie, MN.

**Billing:** Billing will be done monthly and will be emailed by the 15<sup>th</sup> of each month.

**Office:** We will keep our own office and can be reached for questions and inspection scheduling at 763-482-0446 and [tad@midmninspections.com](mailto:tad@midmninspections.com).

**Vehicles:** We will provide our own vehicles for inspections.

**Insurance:** We will provide our own insurance including general liability, professional liability, worker's compensation and automobile insurance.

This proposal is to provide supplemental subcontract building official services for a period of 12 months.





# MEMORANDUM

Date: July 20, 2021  
To: Mayor and City Council  
From: Lindy Crawford, City Administrator  
RE: Park Board Resignations and Discussion

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## SUMMARY

The city council will accept two resignations from the park board and discuss options for the advisory board moving forward.

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## BACKGROUND INFORMATION

Over the past year we have been challenged with keeping a five-person park board. Since January 2020, there has been one vacancy which staff has been trying to fill with little to no avail. Earlier this month, two advisory board members resigned, Candice Brockner and Jenna Fore. These resignations leave just two advisory board members since there was already one vacancy. Without at least three members the advisory board cannot meet nor conduct business. Meanwhile, staff received an application to fill one of the vacant positions. If appointed, the board will still have two vacancies, but the board could meet and conduct business.

After accepting the two resignations, the city council should discuss and decide what to do about the three (or two) vacancies. The park board is discussed in Mora City Code, attached, and states that:

*The board shall be composed of five members appointed by the City Council, each of whom shall be residents, property owners, or business owners in the city and each of whom shall be appointed for terms of three (3) years. Members of the Board appointed from membership of the City Council shall serve one (1) year terms expiring December 31 of each year.*

Per City Code, the duties of the park board include:

*(A) The Park Board shall have the duty of advising the City Council concerning the operation, maintenance, control and planning for all of the lands, properties and facilities now owned or hereafter acquired by the city for park or recreation purposes.*

*(B) Specific tasks to be accomplished by the Board include the following:*

- (1) Complete and annually update a comprehensive park and recreational facilities plan;*
- (2) Create and annually update a ten (10) year park and recreation operation plan;*
- (3) Develop and annually update a list of options to be selected and implemented as funding may become available;*
- (4) Maintain liaison with the Boards of Supervisors of surrounding townships, with the Community Education Committee, the Mora Area Youth Recreation Association, and other organizations which may be operating park or recreation programs similar to those operated by the city;*
- (5) Advise the Council as to staffing requirements for the park and recreation programs of the city. The Board may recommend full-time, part-time or seasonal employees serving the park and recreation program exclusively, or alternatively may advise as to any additional duties as should be performed by city employees of other departments in support of the park and recreation programs;*  
*and*

## Memorandum

*(6) Prepare and present to the Council annual budget recommendations for the support of the park and recreational programs of the city.*

### OPTIONS & IMPACTS

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1. Accept the two resignations, appoint the applicant to fill one of the three vacancies, and advertise to fill the remaining two vacancies.
  - a. The park board could meet and conduct business with three members.
  - b. Benefits of having an advisory board should be weighed – another voice outside of the city council, workload is shifted from the city council, additional community involvement, etc.
2. Accept the two resignations and adopt a resolution which temporarily suspends filling vacancies and meetings of the board.
  - a. When the city council is ready to reinstate the board, another resolution would need to be adopted stating such.
  - b. No amendment to City Code would be required.
  - c. The city council would absorb the duties of the park board.
3. Accept the two resignations and repeal the ordinance which discusses the park board, in effect dissolving the board.
  - a. No hearing is required to do this, and a simple majority vote of the city council is sufficient.
  - b. If, at some point in the future, the city council wants to have another park board, the city council would need to adopt an ordinance reestablishing the board.
  - c. The city council would absorb the duties of the park board.
4. Other.

### RECOMMENDATIONS

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Motion to accept Brockner and Fore's resignations from the park board.

Discuss options for the park board moving forward and direct staff appropriately.

#### *Attachments*

Brockner Resignation Letter

Fore Resignation Letter

Holland Application Form

Mora City Code – Park Board

## Jeff Krie

---

**From:** Candice Fox <cfoxeng@aol.com>  
**Sent:** Wednesday, June 16, 2021 2:14 PM  
**To:** Jeff Krie  
**Subject:** Council Decision

Hi Jeff,

I just read about the councils decision on vax tents in the park. A completely biased write up by kbek. After nearly 8 years serving on the park board I find it appalling the way my concerns were ignored and brushed off. Not even a response via email. If the council doesnt think the park board should have anything to do with public health decisions then they shouldnt be holding public health events in the parks overseen by the park board. Since they're ok with their decision "not sitting well with certain park board members" then unfortunately I will not be able to invest my time and effort into this board since it no longer aligns with my core values. Consider this my resignation.

Sincerely,  
Candice Brockner

Sent from the all new AOL app for Android

## Lindy Crawford

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**From:** Fore Chiropractic <info@forechiro.com>  
**Sent:** Sunday, June 20, 2021 8:23 AM  
**To:** Jeff Krie; Lindy Crawford; Jody Anderson  
**Subject:** Park board

City of Mora, Park Board, City Council -

After deep consideration over the last week and a half, I have decided to resign as a Park Board member. I have thoroughly enjoyed my time serving on the City of Mora Park Board until recently.

I was ignored after voicing my concerns last week, which made me realize that my time and effort are not appreciated. A reply email to explain the details of the issue and inform me of the city council meeting was, at the very least, expected. I had no idea what was going on until I read an article published by KBEK. And it was after that, that Lindy and Jody decided to contact me. AFTER the council meeting and AFTER decisions were made. I joined the park board to have a voice in our community and support concerns of our community members. I do not feel I can do that anymore.

Dr. Jenna Fore  
Fore Chiropractic & Wellness  
20 N Union St  
Mora, MN 55051  
320-679-8996



# CITY OF MORA Board and Commission Application Form

Name: Alison Holland Date: 07/13/2021

Address: 318 Union St. S., Mora, MN 55051

Telephone: [REDACTED] E-mail: [REDACTED]

Name of board or commission for which you are applying:

Park Board

**\*\*Please note when applying, per Mora City Code or State Statute for the following:**

A Housing & Redevelopment Authority member must be a resident *MS §469.003*;

A Planning Commission member must be a resident or property owner *MCC §32.66*;

A Park Board member must be a resident, property owner, or business owner *MCC§32.16*

Relevant qualifications or experience:

A nearly life-long community member. I have been a child, young adult, parent, and mid-aged adult in this community, always frequently utilizing the park and trail systems in Mora. I have extensive professional experience on committees and boards working with diverse colleagues and stakeholders. I also have experience working as a health educator on policy, systems, and environmental strategies related to park policies.

Other interests and/or community involvement:

I have served on other local committees and boards, such as Mora CAPP (10 years), Dollars for Scholars (3 years), and Mora Classic Committee (1 year). While completing a doctorate in education, while also commuting to St. Paul for work, I pulled back from volunteer commitments in order to be more present for my young family. I have more time to commit again now, and would like to contribute to the community. We have a book box that I enjoy stewarding, my daughter has been teaching me to play pickleball, and I have been working to learn Spanish in my freetime.

Any limitations on your ability to serve such as meeting times, employment, etc.?

I have full-time, day-time employment, but do not anticipate an issue attending meetings.

Have you ever served on a board or commission for the City of Mora?  Yes  No

If "Yes," Which one(s) and when: Park Board Member, (chair 2013 - 2017) 2012 - 2017

If you have any questions regarding the duties or responsibilities of the position please contact City Hall at 320-679-1511.

Date received: <u>2021 JUL 12 2021</u>		<b>OFFICE USE ONLY</b>	
Date council reviewed: _____	Appointment: <input type="checkbox"/> approved	Term expires _____	
	<input type="checkbox"/> denied		
Comments: _____			



## PARKS BOARD

### § 32.15 ESTABLISHED.

There is hereby established an advisory board known as the Municipal Park Board of Mora.  
(1969 Code, § 19.010) (Ord. 221, passed 9-5-1989)

### § 32.16 MEMBERSHIP.

(A) The Board shall be composed of five (5) members appointed by the City Council, each of whom shall be residents, property owners, or business owners in the city and each of whom shall be appointed for terms of three (3) years. Members of the Board appointed from membership of the City Council shall serve one (1) year terms expiring December 31 of each year.

(B) All members shall serve without compensation, unless otherwise authorized by the City Council and designated in the annual salary schedule.

(1969 Code, § 19.020) (Ord. 221, passed 9-5-1989; Am. Ord. 243, passed 3-3-1992; Am. Ord. 347, passed 6-20-2006; Am. Ord. 403, passed 1-4-2011; Am. Ord. 471, passed 6-16-2020)

### § 32.17 DUTIES.

(A) The Park Board shall have the duty of advising the City Council concerning the operation, maintenance, control and planning for all of the lands, properties and facilities now owned or hereafter acquired by the city for park or recreation purposes.

(B) Specific tasks to be accomplished by the Board include the following:

- (1) Complete and annually update a comprehensive park and recreational facilities plan;
- (2) Create and annually update a ten (10) year park and recreation operation plan;
- (3) Develop and annually update a list of options to be selected and implemented as funding may become available;

(4) Maintain liaison with the Boards of Supervisors of surrounding townships, with the Community Education Committee, the Mora Area Youth Recreation Association, and other organizations which may be operating park or recreation programs similar to those operated by the city;

(5) Advise the Council as to staffing requirements for the park and recreation programs of the city. The Board may recommend full-time, part-time or seasonal employees serving the park and recreation program exclusively, or alternatively may advise as to any additional duties as should be performed by city employees of other departments in support of the park and recreation programs; and

(6) Prepare and present to the Council annual budget recommendations for the support of the park and recreational programs of the city.

(1969 Code, § 19.030) (Ord. 221, passed 9-5-1989)

### § 32.18 ADVISORY COMMITTEE.

The Board may appoint a committee to advise itself, the committee to consist of up to ten (10) members representing community youth, city residents, residents of surrounding townships, senior citizens, civic groups and similar interested segments of the community served by the city park and recreational programs.

(1969 Code, § 19.040) (Ord. 221, passed 9-5-1989)

**§ 32.19 ORGANIZATION AND MEETINGS.**

The Board shall, at its first meeting in each calendar year, elect from among its members a President, a Vice-President and any other officers as it may determine. A Secretary shall be appointed, who may be a member of the Board or some other person. The Board shall hold at least one (1) regular meeting each month and shall keep minutes of its meeting, a copy of the minutes to be furnished to the City Council as soon as reasonably possible after the date of each meeting.

(1969 Code, § 19.050) (Ord. 221, passed 9-5-1989)



# MEMORANDUM

Date: July 20, 2021  
To: Mayor and City Council  
From: Beth Thorp, Community Development Director  
RE: Adoption of 2021 Trail Plan

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## SUMMARY

The City Council will consider adopting an updated Trail Plan.

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## BACKGROUND INFORMATION

In conjunction with construction of the Spring Lake Trail and adoption of the Comprehensive Plan (comp plan) in 2009, the Park Board approved a Trail Plan in 2008 (attached, 2008 Trail Plan). The 2008 Trail Plan illustrated existing trail sections, four proposed trail sections ranked in order of priority, and the Vasaloppet ski trail. The Park Board's goal when approving the 2008 Trail Plan was to create a looped trail system in and around the city. Much has changed since the Trail Plan was approved in 2008, including the city's boundary and the city's goals as they relate to pedestrian traffic. Therefore, staff has prepared and the Planning Commission has provided a recommendation on a draft 2021 Trail Plan. The draft plan illustrates existing and proposed trail sections, serving as concepts for consideration and basis for preparation of a more formal plan to be prepared by the city engineer. The commission's goal is to include the updated Trail Plan in the current comp plan update.

Proposed changes to the Trail Plan include and are shown numbered on the attached plan (2008 Trail Plan with proposed changes) as follows:

1. A slight modification to the proposed trail on the west side of the city to bring the trail section inside the city boundary.
2. A slight modification to the proposed trail on the east side of the city to create a more logical route rather than a diagonal "cut through".
3. A rerouting of the proposed trail running through Fox Run. The 2008 route follows a planned sidewalk, which is different than the city's multi-purpose trail system. The proposed relocation would then also eliminate the need for the proposed trail straight south of Fox Run.
4. Given that the city has grown significantly between the Snake River Bridge and 180<sup>th</sup> Avenue since 2008 through annexation, there is tremendous need to extend the trail system south of the Snake River Bridge. The proposed trail is shown creating a connection at the Snake River Bridge as well as an overall looped system in and around the city.
5. Removal of the Vasaloppet ski trail from the city's trail plan. Like the Fox Run sidewalk, the ski trail is different than the city's multi-purpose trail system and does not need to be shown on the trail plan.
6. Addition of "Future Connection to Munger Trail" to demonstrate regional significance. Creating regional significance will assist in securing grant funding.
7. Modification to the legend to show the city's existing trails as a solid red line instead of blue.

## Memorandum

Many of the proposed trail sections – on both the 2008 Trail Plan and the draft 2021 Trail Plan – are shown on private land. The Trail Plan is a guide for future trail development and is subject to change based on needs of the time and funding, and the city works with individual property owners as opportunities to expand the trail system become available.

In light of current membership issues with the Park Board, the Planning Commission reviewed the draft 2021 Trail Plan at its July 7<sup>th</sup> meeting in order to provide the City Council with a recommendation. Following a lengthy discussion about pedestrian safety, creating a looped system, and establishing regional significance, the commission recommended approval of the plan with minor changes (numbers 5-7 above). The commission's recommended 2021 Trail Plan is attached (draft 2021 Trail Plan).

### OPTIONS & IMPACTS

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1. Adopt the 2021 Trail Plan as presented or amended. The city engineer will prepare a formal plan based on the concepts included in the 2021 Trail Plan and it will be included in the Comprehensive Plan update.
2. Do not adopt the 2021 Trail Plan and provide direction to staff.
3. Table adoption of the 2021 Trail Plan for further consideration.

### RECOMMENDATION

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Motion to adopt the 2021 Trail Plan as presented or amended.

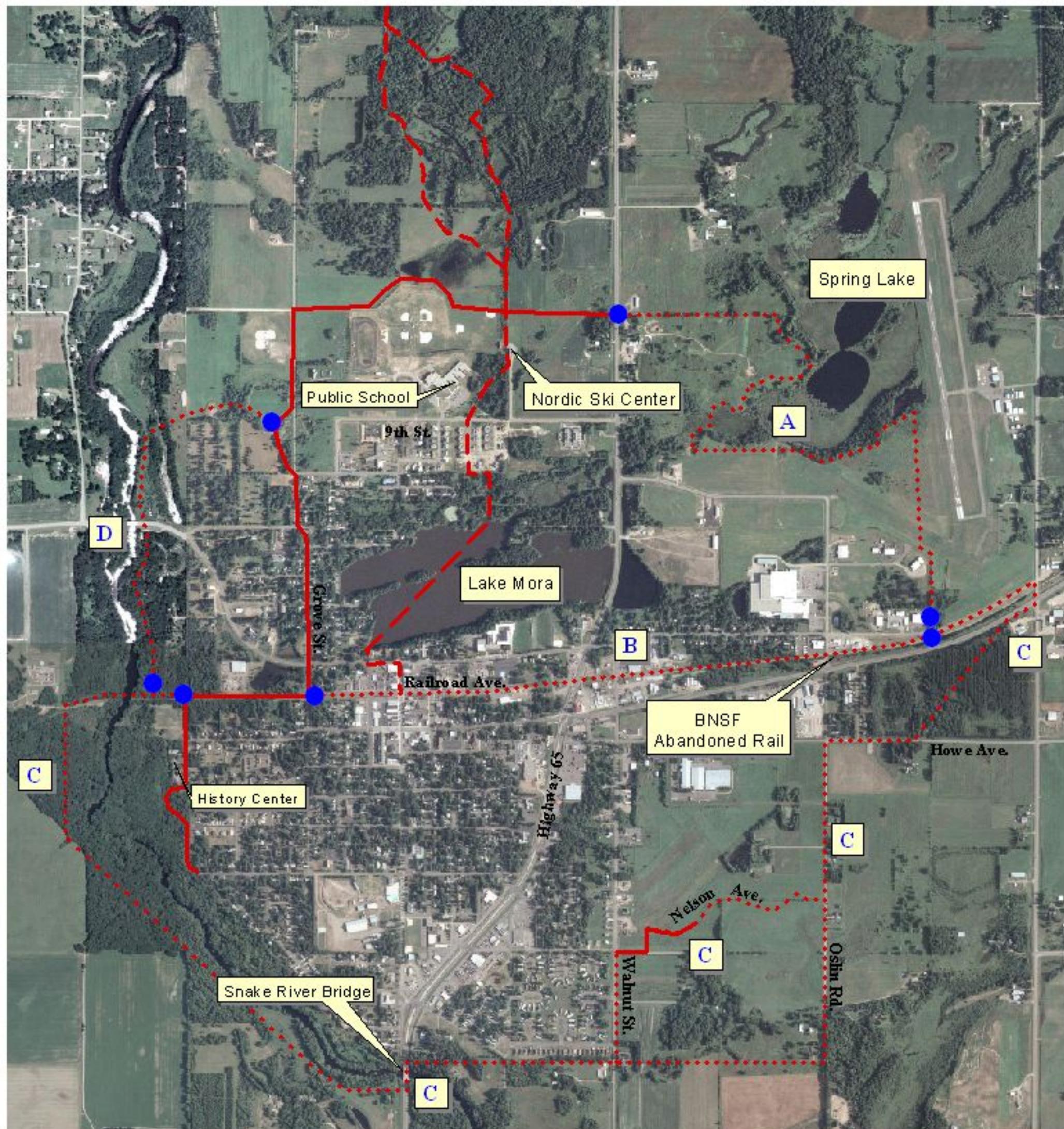
#### *Attachments*

2008 Trail Plan

2008 Trail Plan with proposed changes

Draft 2021 Trail Plan

# Mora Trail System



-  Existing Trail
-  Vasaloppet Ski Trail
-  Proposed Trail

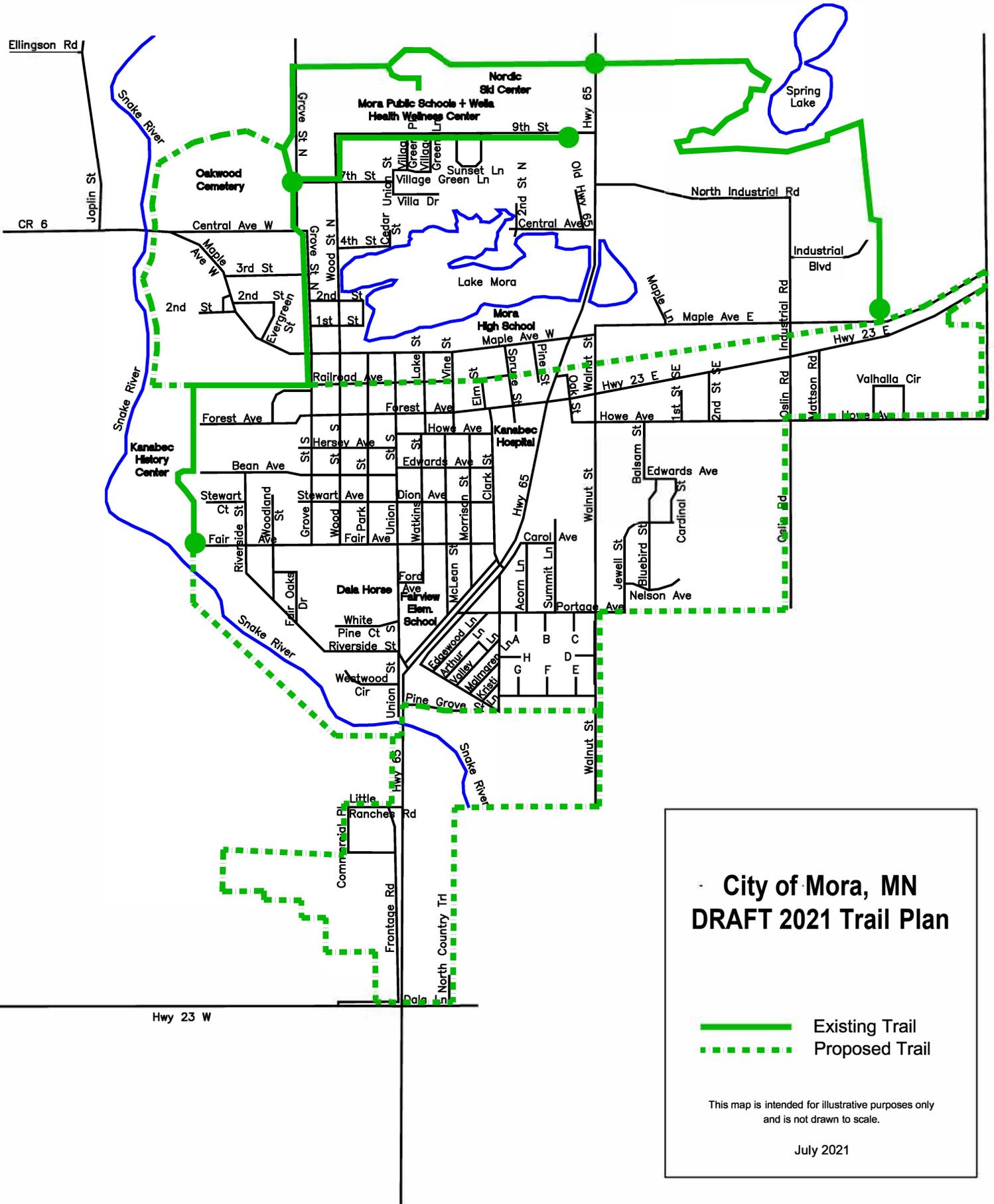
- Future Trail Extensions
1. Spring Lake Trail (A)
  2. Downtown Trail (B)
  3. Northwest Trail (D)
  4. Southern Trail (C)

1" = 1600'



March 2008





## City of Mora, MN DRAFT 2021 Trail Plan

- Existing Trail
- Proposed Trail

This map is intended for illustrative purposes only and is not drawn to scale.

July 2021





# MEMORANDUM

Date: July 20, 2021  
To: Mayor and City Council  
From: Lindy Crawford, City Administrator  
RE: Kanabec County Comprehensive Land Use Plan Update – Request for Council Representative

---

## BACKGROUND INFORMATION

Kanabec County is beginning the process of updating their Comprehensive Land Use Plan (comp plan), and is seeking one Council Member representative from Mora to be part of their advisory committee. The position would be voluntary and would be responsible for attending three meetings to provide input on what topics should be focused on in the comp plan update. The initial kickoff meeting is Tuesday, July 27<sup>th</sup> at 9am at the courthouse, the other two meetings are tentatively set for the week of August 16<sup>th</sup> and the week of September 27<sup>th</sup>.

## RECOMMENDATIONS

Staff recommends one Council Member volunteer for this opportunity to ensure there is a voice at the table on behalf of city of Mora.

*Attachments*  
None





# MEMORANDUM

Date: July 20, 2021  
To: Mayor and City Council  
From: Lindy Crawford, City Administrator  
RE: Housing and Redevelopment Authority Board Appointment

---

## SUMMARY

The city council will discuss the Housing and Redevelopment Authority (HRA) board vacancy and may appoint one person to fill the vacant position.

## BACKGROUND INFORMATION

At the direction of the city council, staff has been receiving applications to fill the vacant HRA board position. At the time of publication staff received one application— Roberta Folkestad.

The applicant must be a resident of Mora, and more specifically a resident who participates in an HRA program. Folkestad fulfills both requirements, therefore, the city council should discuss the applicant and fill the vacancy.

## OPTIONS & IMPACTS

1. Appoint one applicant from the applications received.
2. Do not appoint an applicant from the applications received and solicit additional applications.

## RECOMMENDATIONS

Discuss the candidate to fill the vacant HRA board position and direct staff appropriately.

### *Attachments*

Application Submission





**CITY OF MORA  
Board and Commission Application Form**

Name: Robert a Folkestad Date: 6-9-21  
Address: 470 Beau Ave #124 Mora MN  
Telephone: [REDACTED] E-mail: [REDACTED]

Name of board or commission for which you are applying:

HRA Board

\*\*Please note when applying, per Mora City Code or State Statute for the following:  
A Housing & Redevelopment Authority member must be a resident MS §469.003;  
A Planning Commission member must be a resident or property owner MCC §32.66;  
A Park Board member must be a resident, property owner, or business owner MCC §32.16

Relevant qualifications or experience:

Retired Township Clerk (14 yrs), current city clerk (retiring soon)  
Grasston (6 yrs), Coordinator Pathologic Charities (5 yrs Mora + 4 yrs Grasston)

Other interests and/or community involvement:

Member of Lakes & Pines Board, Member of County Fed.

Any limitations on your ability to serve such as meeting times, employment, etc.?

None

Have you ever served on a board or commission for the City of Mora?  Yes  No  
If "Yes," Which one(s) and when: \_\_\_\_\_

If you have any questions regarding the duties or responsibilities of the position please contact City Hall at 320-679-1511.

RECEIVED

OFFICE USE ONLY

Date received: JUN 14 2021

Date council reviewed: \_\_\_\_\_ Appointment:  approved  denied  
Term expires \_\_\_\_\_

Comments: \_\_\_\_\_



May 6, 2021

City Council  
City of Mora  
% Lindy Crawford

Mora MN. 55051

Dear Mora City Council:

I am writing on behalf of Kanabec County Agricultural Society. In preparation for the 2021 Fair we would like to have a discussion or at least bring to your attention our concerns about charging KCAS a fee to use City property adjacent to the Fairgrounds.

For years we have cooperated with the City of Mora on various projects. Most importantly allowing different projects to occupy land that is or was owned by KCAS. Granting access and egress to the Mora Pool, Lions Park, Kids Kingdom, dump station and the Mora Civic Center as well as the area serving as a City snow dump site during the winter months for many years.

After negotiating and paying the fees involved for 2019, I was made aware of a State Statute related to County Fairs; MN Statutes Chapter 38 (an excerpt of which is attached to this letter). It is quite clear that the fair has the jurisdiction over the adjacent land and streets to be used as necessary for fair purposes.

We expect that in the future we will not be charged for the use of the land adjoining the fairgrounds during the fair and that the City would acknowledge the multitude of non monetary ways the Agricultural Society benefits the city and waive the fees that might be applicable during our other events for that same land.

I would be happy to meet with the council to discuss this or any other matter on behalf of KCAS.

Sincerely



Kathi Ellis  
Tres. KCAS

**38.01 COUNTY AGRICULTURAL SOCIETIES; FORMATION, POWERS.**

(b) An agricultural society shall have jurisdiction and control of the grounds upon which its fairs are held and of the streets and adjacent grounds during the fair, so far as may be necessary for fair purposes, and are exempt from local zoning ordinances throughout the year as provided in section 38.16.



**OFFICE**

**KANABEC COUNTY SHERIFF**

SHERIFF BRIAN SMITH

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

## June 2021

During the month of June, 2021 Kanabec County Sheriff's Office contract cars responded to or initiated 434 calls for service within the City of Mora. The most frequent calls for service were Medical Emergencies (69), Traffic complaints/violations (60), and suspicious persons/occurrences (22). This is an increase of 60 calls for service in comparison to June, 2020.

Fourteen arrests were made within the city of Mora

The Mora community has experienced a rash of graffiti throughout the city. Deputies and KCSO Investigators are working diligently to find leads and network with surrounding cities experiencing the same damage to property.

Contract deputies received continuing education/training in the following areas:

- Serving those with Autism Spectrum Disorder
- Ethical Use of Computers and Databases

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



**CAD Summary Report**

Printed On: 07/07/21 10:10

**Kanabec County Sheriff's Office**

	<b>06/21</b>	<b>Total</b>
911 Hang-ups-Abandoned-Open Line	18	<b>18</b>
Agency Assist	11	<b>11</b>
Alarms All (Home, Business, Bank, misc)	5	<b>5</b>
Animal Bites	1	<b>1</b>
Animal-All Other	11	<b>11</b>
Assault	5	<b>5</b>
ATV- Complaints-Accidents-Citations	2	<b>2</b>
Building Security Checks	1	<b>1</b>
Burglary	2	<b>2</b>
Child Custody Issues	2	<b>2</b>
Civil Assist	6	<b>6</b>
Crim Sex	1	<b>1</b>
Disorderly Conduct	6	<b>6</b>
Domestic Disturbance/Assaults	8	<b>8</b>
Drug calls - All	2	<b>2</b>
DTP	10	<b>10</b>
Escorts-Funerals, Races, etc	6	<b>6</b>
Fire- Mora Area Fire Calls	3	<b>3</b>
Fires - All Others	2	<b>2</b>
Foot Patrol	11	<b>11</b>
Found - animals, property, etc	6	<b>6</b>
Fraud	1	<b>1</b>
Garbage Dumping complaints	1	<b>1</b>
Harassing communications calls	2	<b>2</b>
Health and Safety	3	<b>3</b>
Hospice Deaths	3	<b>3</b>
Information and misc calls	22	<b>22</b>
Jail Medical	1	<b>1</b>



## CAD Summary Report

Printed On: 07/07/21 10:10

	06/21	Total
Juvenile calls excluding tobacco, drugs, alcohol	4	<b>4</b>
Maltreatment	5	<b>5</b>
Medical Emergency	69	<b>69</b>
Meetings and Presentations	1	<b>1</b>
Missing Person(s)	1	<b>1</b>
Mora Ordinance Violations	3	<b>3</b>
Motorist Assist calls	2	<b>2</b>
Neighborhood Disputes	1	<b>1</b>
Noise - including loud music, parties, etc	5	<b>5</b>
Parking Violations	3	<b>3</b>
Public assist calls	12	<b>12</b>
Records checks	10	<b>10</b>
Road Hazards	5	<b>5</b>
Scams	2	<b>2</b>
Secure Helipad	12	<b>12</b>
Shoplifting complaints	4	<b>4</b>
Suicide threats-attempts	4	<b>4</b>
Suicide-Death	1	<b>1</b>
Suspicious- persons, vehicles, and occurrences	22	<b>22</b>
Theft-not vehicle	18	<b>18</b>
Threats	6	<b>6</b>
Traffic / Driving complaints	8	<b>8</b>
Traffic Accident	3	<b>3</b>
Traffic Violation	49	<b>49</b>
Trespassing complaints	1	<b>1</b>
Unwanted person	6	<b>6</b>
Vandalism exc mailboxes	1	<b>1</b>
Violation of Court Order	3	<b>3</b>
Warrant Entry and Arrests	4	<b>4</b>
Weather - Monthly Test	1	<b>1</b>



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**CAD Summary Report**Printed On: 07/07/21 10:10

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	<b>06/21</b>	<b>Total</b>
Welfare Check	16	<b>16</b>
<b>Total</b>	<b>434</b>	<b>434</b>



## Mora Area Fire Department Monthly Update

**June 2021**

The Mora Area Fire Department was involved with the following fire calls, training and education, maintenance, and miscellaneous in the past month.

### Fire Calls (Paid)

-  6-7-21 canceled in rough
-  6-8-21 leaking propane tank
-  6-9-21 grass/ power pole fire
-  6-15-21 illegal campfire
-  6-15-21 mutual aid OFG
-  6-24-21 fire alarm
-  6-25-21 wall on fire
-  6-27-21 power pole fire
-  6-27-21 lost person search

### Training and Education (Paid)

-  6-7-21 basement fire simulator
-  6-21-21 meeting and relief

### Maintenance (not paid)

-  All trucks done 2x

### Training, Education, and Miscellaneous (not Paid)

-  ISO review- new rating should be here in a few months



**City of Mora, MN  
PLANNING COMMISSION  
Meeting Minutes**

**July 7, 2021**

Present: Carmen Finn, Chad Gramentz and Jake Mathison  
Absent: Todd Sjoberg and Sara Treiber  
Staff Present: Community Development Director Beth Thorp  
Also Present:

1. Call to Order. Vice Chair Gramentz called the meeting to order at 5:30 pm.
2. Roll Call.
  - Finn – Present
  - Gramentz – Present
  - Mathison – Present
  - Sjoberg – Absent (excused)
  - Treiber – Absent (unexcused)
3. Adopt Agenda. Motion by Mathison, second by Finn to adopt the July 7, 2021 agenda as presented. All present voted aye, motion carried.
4. Approval of Minutes. Motion by Mathison, second by Finn to approve the May 10, 2021 meeting minutes as presented. All present voted aye, motion carried.
5. Public Hearings.
  - None
6. Open Forum. No members of the public were present for open forum.
7. New Business.
  - None
8. Old Business.
  - a. Comprehensive Plan Update. Thorp presented the commission with the most current draft of the Comprehensive Plan (comp plan) update, explaining that, in addition to any comments received from the commission, there were two issues that needed to be considered by the commission, including information pertaining to seasonal traffic on Highway 65/23 and the trail plan. Thorp shared that Mathison would be providing changes to the Paradise Theatre page in the Community Assets appendix. Gramentz asked if two “Proposed Long-Term Improvements in Mora” maps, originally developed as part of the 2005 Highway 23 & 65 Corridor Study completed by MnDOT and included in the 2009 comp plan, would be included in the current update; Thorp stated that the maps would be included and were shown as Maps 1 and 2 in the draft comp plan. Thorp explained that the maps were developed by MnDOT to show long-term improvements to the highway corridor and included full access intersections, with potential for traffic signals, at Union Street/Division Street and Clark Street; Gramentz spoke about the proposed closure of the

frontage road system, shown on the maps, and the concept of creating backage roads. Commissioners discussed the benefit of backage roads with Gramentz explaining that they provided more controlled access which would improve overall traffic flow through the corridor. Thorp provided the commission with a copy of the two maps to aid in their discussion. Thorp commented that before any of the proposed improvements were implemented, it would require consideration by the current City Council and public meetings. Related to the discussion, Thorp shared that she was having conversations with representatives of a property owner with land located near the intersection of Division Street and Highway 65 and they had expressed interest in a traffic signal at that intersection. Thorp went on to explain that she didn't foresee the proposed development alone triggering installation of a traffic signal but referred the representatives to MnDOT. Thorp stated that the current draft included many updates to tables, updated language pertaining to schools, and the addition of photos and formatting. Focusing on Graph 10 – Seasonal Traffic Variation-Northbound Highways 23 & 65 between Portage Avenue and Clark Street (2005) – Thorp informed the commission that, because the information was provided as part of the 2005 corridor study, current information was not readily available from MnDOT. Thorp asked the commission to consider their preference for Graph 10, explaining that the graph could remain in the updated comp plan as-is or it could be deleted or the city could pay the City Engineer to update the table at an estimated cost of \$1,500-\$2,000. After some discussion the consensus of the commission was to delete the graph from the comp plan update, agreeing that the 16-year old data was no longer valuable for the purposes of the comp plan. Thorp added that, even after being deleted from the comp plan, the information would always be available as part of the 2005 corridor study. Commissioners discussed that the draft comp plan update provided Average Daily Traffic Volumes and this information would be sufficient for long-range planning purposes. Thorp then requested that the commission focus attention on the trail plan, explaining that the current plan was approved in 2008 when the city was significantly smaller and the city's goals for pedestrian traffic were different. Thorp presented the commission with a draft 2021 Trail Plan and explained the proposed changes, including minor rerouting of two proposed trail sections; elimination of sidewalk within the Fox Run development from the trail plan and addition of proposed trail immediately south of the Fox Run development; and, the addition of proposed trail south of the Snake River Bridge serving properties on both sides of Highway 65. Gramentz suggested creating shorter trail loops within the larger looped trail system so that users didn't have to use the trail in an "out and back" fashion; Thorp suggested that, until the trail system is further developed and shorter loops can be created, the city's sidewalk system be used to serve as trail connections to create shorter loops. Mathison shared that his primary concern for the updated trail plan was safety improvements at the Snake River Bridge; Finn echoed Mathison's concerns based on her knowledge of Recovering Hope Treatment Center residents walking across the bridge daily. Mathison added that the portion of the city located south of the Snake River Bridge would develop further and there would be even greater need for safe pedestrian access across the river. Gramentz shared that showing connection to generators (schools, hospitals, stores, etc.) and regional connection were both crucial for grant funding, and suggested that the trail plan identify the location where the city's proposed trail could provide a connection to the Munger Trail at the city's eastern boundary. Finn questioned why the Vasaloppet ski trail was included on the city's trail map; after some discussion the consensus of the commission was to remove it from the trail plan. Mathison suggested, with the deletion of the Vasaloppet ski trail from the trail plan, that the city's existing trail be shown as a solid red line rather than blue. Motion by Mathison,

second by Finn to recommend approval of the draft 2021 Trail Plan as presented and subject to the following three changes: deletion of the Vasaloppet ski trail from the trail plan; addition of reference to a future connection to the Munger Trail; and, a change to the legend showing the city's existing trail as a solid red line rather than blue. All present voted aye, motion carried. Thorp shared that the commission was nearing the end of the comp plan update process and that the commission would begin discussing a timeline for adoption at its next meeting. Gramentz shared that Kanabec County was just beginning work on a comp plan with the goal of completing it by mid-November 2021.

9. Reports.

- a. NorthStar RE LLC – 1200 North Industrial Road. Thorp shared that NorthStar RE LLC had completed all dirt work and the final grading had been accepted by the City Engineer. Thorp added that NorthStar RE LLC seeded the property, but, given the current drought conditions, it would be an on-going effort to establish landscaping. Commission members and Thorp discussed current business activity taking place at the facility.
- b. Residential and Non-Residential Daycare Facilities in Residential Districts. Thorp presented the commission with a written summary of permitted and conditional daycare-related uses allowed within residential districts, explaining that she had become aware of former single family homes purchased for the sole purpose of providing non-residential daycare services. Thorp explained that the difference between a “residential daycare facility” and a “non-residential daycare facility” was that the residential facility included a permanent resident whereas the non-residential facility did not include any resident. Thorp further explained that non-residential daycare facilities were allowed by conditional use in the R-3 District but the small residentially platted lots were often too small to accommodate the off-street parking required by the zoning code. Mathison questioned how the city defined residency; Thorp explained that in the most recent situation she required proof of residency with a copy of a valid driver's license and voter registration. Board members discussed issues related to parking and traffic during times of daycare drop-off and pick-up, with Mathison sharing from his personal experience that at his family's daycare there were typically no more than two or three vehicles dropping-off or picking-up at the same time. Thorp asked the commission if there was interest in exploring options for amending the zoning code to more easily allow single family homes to be used as non-residential daycare facilities. Mathison inquired about possible negative impacts of allowing non-residential daycare facilities in residential districts; Gramentz responded that residential streets were designed for low volume traffic and the potential for multiple daycare facilities in a concentrated area could lead to traffic concerns. Finn questioned how non-residential daycare facilities could be licensed in a residential area, explaining from her professional experience that non-residential facilities had much stricter requirements that could not necessarily be met in a residential structure / on a small residential lot; Thorp responded that these particular non-residential facilities were allowed by MN statute and licensed by the county as “special family daycare homes” which were different than traditional non-residential daycare centers such as facility at Recovering Hope Treatment Center. Mathison asked if the number of non-residential daycare facilities could be capped within a defined area; in response, commissioners and Thorp discussed the dire need for more daycare slots in the community and difficulties in monitoring the number of facilities. Gramentz suggested requiring that all daycare facilities obtain a conditional use permit so that the city could evaluate traffic concerns on a case by case basis; Mathison commented that certain city streets were designed to handle more traffic than others. Commission members and Thorp discussed off-

street parking requirements for daycare facilities, understanding that it would be extremely difficult for parking areas to be created on small residential lots. Thorp commented that, in her opinion, the city's off-street parking requirements were the biggest obstacle for non-residential daycare facilities in residential districts. Commissioners discussed the idea of requiring the street on which non-residential daycare facilities were located to be wide enough to accommodate a parking lane. Mathison commented that he believed the commission was obligated to explore the daycare issue further in an objective manner in order to find a remedy that was fair and consistent. Gramentz again suggested that conditional use permits be required for all daycare facilities, including residential and non-residential; Thorp mentioned some of the challenges, including enforcement and lack of interest from the local licensing organization to include the city in the licensing process. Thorp added that the Kanabec County EDA had become heavily involved in daycare related issues and the executive director had offered to coordinate further discussion between the city and the licensing organization to see if there were opportunities for increased cooperation. Commissioners and Thorp discussed options for creating distinctions between homes used for non-residential daycare facilities and daycare centers within the zoning code, such as differing off-street parking requirements based on licensed capacity (i.e. those licensed for less than 15 would not be required to provide off-street parking). Gramentz suggested requiring all daycare facilities to obtain an interim use permit so that there would be a sunset (end date or triggering event) to the permit creating an opportunity to review the use and its impacts before the use resumed operation. Commissioners recapped ideas that they wanted to explore further, including: the use of interim use permits for all daycare facilities; amending the off-street parking requirements based on licensed capacity; and, allowing non-residential daycare facilities in the R-1 District if the structure, previously used as a single family home, could revert back to a single family home if and when the non-residential daycare facility use ceased. Finn commented that daycare facilities were a tremendous asset to the community and needed to be supported. Mathison, agreeing with Finn's comment, also acknowledged the current shortage of housing and the need to maintain the housing supply. The commission directed Thorp to bring proposals for text amendments to an upcoming meeting for further review and consideration; the commission also commented that it would be valuable to have daycare providers attend the meeting to provide input.

- c. Torrey Property. Thorp again shared that the Torrey property, located at the southeast corner of Division Street and Highway 65, would be going on the market soon. Thorp shared that the property had a split zoning of B-2 General Business District and R-3 Multiple Dwelling District, and, if and when the property sold, the Planning Commission would likely be involved in various land use requests.
- d. Development Prospects. The commission discussed various properties and development prospects, including the Bartelma property, the former Shopko building, the former Buzzano's building, the Mora Tobacco & E-Cig, and Neighborhood National Bank's property at the intersection of Union Street and Highway 65.
- e. Staffing Updates. Thorp shared that Administrative Services Director Natasha Segelstrom started with the city / MMU on July 6<sup>th</sup>, and, following the resignation of the city's state designated Building Official, Marshall Lind, from the Braham-Milaca JPA, the city would be exploring options for new service to fill the needs of the building department. Commissioners and Thorp discussed the process for Building Official Caleb Christenson to become a certified building official, thereby eliminating the need to contract for additional

services. Thorp commented that the transition would not disrupt building inspection services offered by the city.

10. Adjournment. Motion by Mathison, second by Finn to adjourn. All present voted aye, motion carried and the meeting was adjourned at 6:53 pm.

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Chad Gramentz  
Vice Chair

ATTEST: \_\_\_\_\_  
Beth Thorp  
Community Development Director

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