



City of Mora  
Kanabec County, Minnesota  
Meeting Agenda  
City Council

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

Tuesday, January 4, 2022

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**

None

**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 Appointments
- b. 2023 MAFD Budget
- c. 2022 Hanger Land Lease Increase-Staff Report

**9. Old Business**

None

**10. Communications**

None

**11. Reports**

- a. Administrative Services Director
- b. Councilmember Anderson
- c. Councilmember Broekemeier
- d. Councilmember Mathison
- e. Councilmember Shepard
- f. Mayor Skramstad

**12. Adjournment**





# MEMORANDUM

Date: January 4, 2022  
To: Mayor and City Council  
From: Natasha Segelstrom, Administrative Services Director  
RE: 2022 Appointments

## SUMMARY

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The City Council will make various appointments as required by state law and city code.

## BACKGROUND INFORMATION

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The City is required by state law, city code and other agreements to make a number of annual appointments. A list of those appointments, including their current incumbents and applicants or staff recommendations for the appointments, is attached.

## RECOMMENDATIONS

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Each appointee per board or commission shall be declared, with all appointments to be approved in a single motion.

Motion to adopt the 2022 appointments as stated in a manner that best meets the current and future needs of the City of Mora.

### *Attachments*

2021 Appointment List  
2022 Appointment Advertisement  
2022 Appointment List



# 2021 APPOINTMENT LIST

January 5, 2021

Position	Term (years)	Note	Incumbent	Applicants/ Recommendations	Appointed
Public Utilities Commission	Three	MS § 412.341. May be a council member and must be a three year term.	Ryan Christianson	Ryan Christianson	Ryan Christianson
Housing & Redevelopment Authority	Five	MS § 469.003. May be a council member and must be a five year term. Must be a resident.			
Housing & Redevelopment Authority ( <i>council seat</i> )	One	MS § 469.003. May be a council member and must be a five year term. Must be a resident.	Jake Mathison		Jake Mathison
Economic Development Authority	Six		Bob Jensen	Bob Jensen	Bob Jensen
Economic Development Authority ( <i>council seat</i> )	One	MS § 469.095. Must be a council member. A six year term appointed one year at a time.	Alan Skramstad Jody Anderson		Alan Skramstad Jody Anderson
Economic Development Authority ( <i>PUC seat</i> )	Six				
Planning Commission	Three	MCC § 32.66. Must be a resident or property owner in the city.	Mike Johnson	Sara Treiber	Sara Treiber
Planning Commission ( <i>council seat</i> )	One	MCC § 32.66. Must be a council member and must be a one year term.	Jake Mathison		Jake Mathison
Airport Advisory Board	Three	MCC § 32.31. May be a council member for a one year term.	Nick Stafford	Nick Stafford	Nick Stafford
Airport Advisory Board ( <i>council seat</i> )	One		Jody Anderson		Jody Anderson
Park Board	Three	MCC § 32.16. Must be a resident, property owner, or business owner in the city.	Mickey Kringstad Sadie Hosley	Emily Pitman Mickey Kringstad	Mickey Kringstad
Park Board ( <i>council seat</i> )	One	MCC § 32.16. May be a council member for a one year term.	Jake Mathison		Kyle Shepard
Mayor Pro-Tem	One	MS § 412.121. Must be a council member.	Sara Treiber		Jody Anderson
City Attorney (civil)	One		Joel Jamnik Campbell Knutson	Joel Jamnik Campbell Knutson	Joel Jamnik Campbell Knutson

Position	Term (years)	Note	Incumbent	Applicants/ Recommendations	Appointed
City Attorney (prosecution)	One		Barb McFadden Kanabec County	Barb McFadden Kanabec County	Barb McFadden Kanabec County
East Central Cable Commission ( <i>council seat</i> )	One	ECCC by-laws. Both representative and alternate must be council members.	Jody Anderson Jake Mathison (alt.)		Jody Anderson Jake Mathison (alt.)
Living Solutions Board	One		Greg Ardner		
Steering Committee ( <i>council seat</i> )	One		Alan Skramstad	Alan Skramstad	Alan Skramstad
Steering Committee ( <i>PUC seat</i> )	One		Joe Heggernes	Greg Ardner	Greg Ardner
Fire Relief Association	One	MS § 424A.04, Subd. 1. Must be an elected official from the fire district.	Alan Skramstad	Alan Skramstad	Alan Skramstad
Fire Relief Association	One	MS § 424A.04, Subd. 1. Must be an elected or appointed official from the fire district.	Lindy Crawford	Lindy Crawford	Lindy Crawford
Hearing Officer	One	MCC §§ 90.50 and 115.99.	Lindy Crawford	Lindy Crawford	Lindy Crawford
Data Practices Officer	One	MS §§13.02 and 13.05.	Lindy Crawford	Lindy Crawford	Lindy Crawford
Mutual Aid Authority	One	MS § 12.27, Subd. 3	Lindy Crawford	Lindy Crawford	Lindy Crawford
Assistant Weed Inspector	One	MS § 18.80, Subd. 3. The mayor is the weed inspector. The assistant does all of the work.	Joe Kohlgraf	Joe Kohlgraf	Joe Kohlgraf
Official Newspaper	One	MS § 412.831	Kanabec County Times	Kanabec County Times	Kanabec County Times
Official Depositories	One	MS § 427.01-12	<ul style="list-style-type: none"> <li>• First Citizens National Bank</li> <li>• Neighborhood National Bank</li> <li>• Wells Fargo</li> <li>• RBC Wealth</li> <li>• 4M Fund</li> </ul>	<ul style="list-style-type: none"> <li>• First Citizens National Bank</li> <li>• Neighborhood National Bank</li> <li>• Wells Fargo</li> <li>• RBC Wealth</li> <li>• 4M Fund</li> </ul>	<ul style="list-style-type: none"> <li>• First Citizens National Bank</li> <li>• Neighborhood National Bank</li> <li>• Wells Fargo</li> <li>• RBC Wealth</li> <li>• 4M Fund</li> </ul>

NOTICE  
CITY OF MORA BOARD OPENINGS

In January of each year, the city council makes appointments to various boards and commissions. Some of these bodies are responsible for carrying out vital functions of the city independently from the city council, others advise the city council in specific areas of government services.

The following is a list of appointments to be made for 2022:

AIRPORT ADVISORY BOARD

1 seat, three-year term

ECONOMIC DEVELOPMENT AUTHORITY

1 seat, six-year term

HOUSING REDEVELOPMENT AUTHORITY

1 seat, three-year term

PLANNING COMMISSION

1 seat, three-year term

PARK BOARD

1 seat, three-year term

PUBLIC UTILITIES COMMISSION

1 seat, three-year term.

If you would like to serve our community in one of these capacities, please contact city hall for an application and additional information. You may also find information on our website under "City Officials."

Applications should be submitted as soon as possible. Appointments will be made January 4, 2022. If there are any vacancies after the January 4 meeting, they will be posted on the city's web page.





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

Name: Roberta Folkestad Date: 11-19-21  
Address: [REDACTED]  
Telephone: [REDACTED] E-mail: [REDACTED]

Name of board or commission for which you are applying:

Mora Housing Redevelopment Authority 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:

Have served on Board in 2021 -

Other interests and/or community involvement:

Lake of Pines Board & City Clerk Treasurer City of Grasston

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: M. Housing Red. Auth. Bd 2021

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

**OFFICE USE ONLY**

Date received: 11/19/21 DEC - 6 2021

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

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



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

Name: Stephen J. Collins Date: 12-28-21  
Address: 26294 Lakeview Dr 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:

I have owned, planned, organized, developed + operated my own business for over 30 yr + these skills will help with my involvement with the park board

Other interests and/or community involvement:

I have have interest in Park Board because I enjoy outdoor activities + want to better the parks in Mora for all age groups

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

The only limitation I have is I work two days a week Monday + Wednesday in the city of Coon Rapids

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.

<b>RECEIVED</b>		<b>OFFICE USE ONLY</b>	
Date received:	<u>DEC 28 2021</u>	Appointment:	<input type="checkbox"/> approved <input checked="" type="checkbox"/> denied
Date council reviewed:	_____	Term expires	_____
Comments: _____			
s>Legislative>Council>Appointments			



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

Name: DAN JOHNSON Date: 11-23-21  
Address: 509 RIVERSIDE MORA  
Telephone: [REDACTED] E-mail: [REDACTED]

Name of board or commission for which you are applying:  
CITY EDA

\*\*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:  
Board member since at least 2011  
Served on Kanabec County EDA from onset to 12/31/20

Other interests and/or community involvement:  
Mora Lions, Knights of Columbus, Board Member for  
Community Fed Advisory Committee

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

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

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

RECEIVED  
NOV 23 2021

OFFICE USE ONLY

Date received: \_\_\_\_\_  
Date council reviewed: \_\_\_\_\_ Appointment:  approved  denied Term expires \_\_\_\_\_  
Comments: \_\_\_\_\_  
s>Legislative>Council>Appointments





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

Name: Greg Ardner Date: 11-22-2021  
Address: 611 Watkins St.  
Telephone: [REDACTED] E-mail: [REDACTED]

Name of board or commission for which you are applying:

Public Utilities Commission

\*\*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: Current Member of the PUC (Chair)

Other interests and/or community involvement: Commander Legion Post 201,  
Retired Law Enforcement, Family, & Friends

Any limitations on your ability to serve such as meeting times, employment, etc.? No

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

See Attached List

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: NOV 22 2021

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

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

Mayor of Mora..... 2007-2015  
Mora City Councilmember..... 1993-1997 & 2003-2006  
Mora EDA President..... 2007-2014  
Mora Planning Commission Member..... 5 Years Total  
Mora Storm Water Utility Board..... 2003-2014  
Living Solutions II Board (Chair)..... 2014 – Present  
Mora Public Commission (Chair)..... 2015- Present



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

Name: STEFAN SALMONSON Date: 11/21/21  
Address: 2648 JADE STREET, MORA, MN  
Telephone: [REDACTED] E-mail: [REDACTED]

Name of board or commission for which you are applying:

Airport

\*\*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: COMMERCIAL AIRPORT  
EXPERIENCE. FLOWN FROM MORA AIRPORT  
FOR 35 YEARS

Other interests and/or community involvement:  
\_\_\_\_\_  
\_\_\_\_\_

Any limitations on your ability to serve such as meeting times, employment, etc.?  
NO

Have you ever served on a board or commission for the City of Mora?  Yes  No  
If "Yes," Which one(s) and when: MORA AIRPORT  
AND MN. DOC.

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

[Signature]

RECEIVED

OFFICE USE ONLY

Date received: NOV 22 2021  
Date council reviewed: \_\_\_\_\_ Appointment:  approved  denied Term expires \_\_\_\_\_  
Comments: \_\_\_\_\_



## 2022 APPOINTMENT LIST

January 4, 2022

Position	Term (years)	Note	Incumbent	Applicants/ Recommendations	Appointed
Public Utilities Commission	Three	MS § 412.341. May be a council member and must be a three year term.	Greg Ardner	Greg Ardner	
Housing & Redevelopment Authority	Five	MS § 469.003. May be a council member and must be a five year term. Must be a resident.	Roberta Folkstad	Roberta Folkstad	
Housing & Redevelopment Authority ( <i>council seat</i> )	One	MS § 469.003. May be a council member and must be a five year term. Must be a resident.	Jake Mathison		
Economic Development Authority	Six		Dan Johnson	Dan Johnson	
Economic Development Authority ( <i>council seat</i> )	One	MS § 469.095. Must be a council member. A six year term appointed one year at a time.	Alan Skramstad Jody Anderson		
Economic Development Authority ( <i>PUC seat</i> )	Six				
Planning Commission	Three	MCC § 32.66. Must be a resident or property owner in the city.	Todd Sjoberg		
Planning Commission ( <i>council seat</i> )	One	MCC § 32.66. Must be a council member and must be a one year term.	Jake Mathison		
Airport Advisory Board	Three	MCC § 32.31. May be a council member for a one year term.	Stefan Salmonson	Stefan Salmonson	
Airport Advisory Board ( <i>council seat</i> )	One		Jody Anderson		
Park Board	Three	MCC § 32.16. Must be a resident, property owner, or business owner in the city.	Alison Holland	Stephan Collins	
Park Board ( <i>council seat</i> )	One	MCC § 32.16. May be a council member for a one year term.	Kyle Shepard		
Mayor Pro-Tem	One	MS § 412.121. Must be a council member.	Jody Anderson		
City Attorney (civil)	One		Joel Jamnik Campbell Knutson	Joel Jamnik Campbell Knutson	Joel Jamnik Campbell Knutson

Position	Term (years)	Note	Incumbent	Applicants/ Recommendations	Appointed
City Attorney (prosecution)	One		Barb McFadden Kanabec County	Barb McFadden Kanabec County	Barb McFadden Kanabec County
East Central Cable Commission ( <i>council seat</i> )	One	ECCC by-laws. Both representative and alternate must be council members.	Jody Anderson Jake Mathison (alt.)		
Living Solutions Board	One		Greg Ardner		
Steering Committee ( <i>council seat</i> )	One		Alan Skramstad	Alan Skramstad	Alan Skramstad
Steering Committee ( <i>PUC seat</i> )	One		Greg Ardner	Greg Ardner	Greg Ardner
Fire Relief Association	One	MS § 424A.04, Subd. 1. Must be an elected official from the fire district.	Alan Skramstad	Alan Skramstad	Alan Skramstad
Fire Relief Association	One	MS § 424A.04, Subd. 1. Must be an elected or appointed official from the fire district.	City Administrator	City Administrator	City Administrator
Hearing Officer	One	MCC §§ 90.50 and 115.99.	City Administrator	City Administrator	City Administrator
Data Practices Officer	One	MS §§13.02 and 13.05.	Natasha Segelstrom	Natasha Segelstrom	Natasha Segelstrom
Mutual Aid Authority	One	MS § 12.27, Subd. 3	City Administrator	City Administrator	City Administrator
Assistant Weed Inspector	One	MS § 18.80, Subd. 3. The mayor is the weed inspector. The assistant does all of the work.	Joe Kohlgraf	Joe Kohlgraf	Joe Kohlgraf
Official Newspaper	One	MS § 412.831	Kanabec County Times	Kanabec County Times	Kanabec County Times
Official Depositories	One	MS § 427.01-12	<ul style="list-style-type: none"> <li>• First Citizens National Bank</li> <li>• Neighborhood National Bank</li> <li>• Wells Fargo</li> <li>• RBC Wealth</li> <li>• 4M Fund</li> </ul>	<ul style="list-style-type: none"> <li>• First Citizens National Bank</li> <li>• Neighborhood National Bank</li> <li>• Wells Fargo</li> <li>• RBC Wealth</li> <li>• 4M Fund</li> </ul>	<ul style="list-style-type: none"> <li>• First Citizens National Bank</li> <li>• Neighborhood National Bank</li> <li>• Wells Fargo</li> <li>• RBC Wealth</li> <li>• 4M Fund</li> </ul>



# MEMORANDUM

Date: January 4, 2022  
To: Mayor and City Council  
From: Brett Anderson, Fire Chief  
Natasha Segelstrom, Administrative Services Director  
RE: 2023 MAFD Budget

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## SUMMARY

The City Council will review the preliminary 2023 MAFD budget. The budget must be sent to contracted cities and townships no later than February 1, 2022.

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## BACKGROUND INFORMATION

Attached is the preliminary 2023 MAFD budget. As of now, the combined budget and CIP will be a decrease of 2.83% from the 2022 budget. Below is a list of items that have the biggest change from the 2022 approved budget:

### Expenditures

- A decrease in wages and salaries
- An increase to uniforms
- A decrease to repair and maintenance expenses
- An increase in worker's compensation insurance, assuming an increase in premiums for first responders
- An increase in bad debts/NSF checks and dues/subscriptions

### Revenues

- No change in Fire Protection/Calls from 2022 budget
- A decrease in interest earnings, based on past year actuals
- A decrease in dividends, based on a recommendation from League of MN Cities to exclude dividends from budgets going forward due to their volatile nature
- Transfer from Capital Projects Fund – includes \$17,950 to transfer funds already earmarked for the thermal camera replacement, turnout gear, and hose.

### Capital Improvement Plan (CIP)

- Thermal Camera Replacement – \$7,500 *(in Capital Outlay line item)*
- Turnout Gear – \$7,500 *(in Uniforms line item)*
- Pagers – \$2,080 *(in Small Tools & Equipment line item)*
- 5" hose – \$1,500 *(in Small Tools & Equipment line item)*
- 1.75" Hose – \$1,000 *(in Small Tools & Equipment line item)*
- 2.5" hose – \$450 *(in Small Tools & Equipment line item)*

## Memorandum

It is staff's intention to take suggestions from the council and bring the final 2023 MAFD budget for consideration on the regularly-scheduled meeting on January 18, 2022. The final budget must be sent to contracted cities and townships no later than February 1, 2022.

### OPTIONS & IMPACTS

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1. Review and edit the 2023 preliminary MAFD budget.
  - a. Suggest areas and/or projects that could be increased or decreased for 2023. Increasing line items increases the preliminary budget. Decreasing line items does not eliminate them from future budget years. Rather, it puts more burden on future budget years and may result in a larger increase in the future.
2. Review and recommend approval of the 2023 MAFD preliminary budget.
  - b. Formal approval must occur no later than the January 18, 2022 City Council meeting in order for staff to distribute the budget to contracted cities and townships before the deadline.

### RECOMMENDATIONS

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Review the preliminary budget, and direct staff appropriately.

#### *Attachments*

Fire Dept 2023 Preliminary Budget

Fire Dept 2023 CIP

2023 Draft City/Townships Contributions and Comparisons



**CITY OF MORA**  
**Budget Prelim - Revenue - Fire**  
 Current Period: January 2022  
 Budget-2023  
 Preliminary

Last Dimension	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amount	2023 Budget	Diff From Current	%Diff from Cur Yr 2022
<b>FUND 222 FIRE FUND</b>								
<b>Dept 42220 FIRE</b>								
31910 Penalties & Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33160 Federal Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33422 Other State Grants & Aids	\$3,184.00	\$5,945.00	\$6,536.10	\$6,000.00	\$0.00	\$4,000.00	-\$2,000.00	-33.33%
34202 Fire Protection/Calls	\$34,287.50	\$45,000.00	\$42,790.00	\$40,000.00	\$0.00	\$40,000.00	\$0.00	0.00%
34203 Police & Fire Reports	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34206 Fire Protection Services	\$106,308.00	\$91,543.00	\$91,543.00	\$102,375.00	\$0.00	\$96,411.00	-\$5,964.00	-5.83%
36101 Special Assessments	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36102 Int/Pen on Spec Assmts	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210 Interest Earnings	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	-\$100.00	-100.00%
36215 Dividends	\$303.00	\$270.00	\$893.00	\$270.00	\$0.00	\$0.00	-\$270.00	-100.00%
36230 Contributions & Donations	\$18,401.00	\$0.00	\$9,903.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37150 Misc Income	\$5.00	\$0.00	\$662.34	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39101 Sale of Fixed Assets	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39211 Trf from General Fund	\$93,548.58	\$37,795.00	\$37,795.00	\$45,938.00	\$0.00	\$41,755.00	-\$4,183.00	-9.11%
39214 Trf from Capital Projects Fund	\$17,800.00	\$112,530.00	\$102,080.00	\$15,400.00	\$0.00	\$17,950.00	\$2,550.00	16.56%
<b>Dept 42220 FIRE</b>	<b>\$284,387.08</b>	<b>\$293,183.00</b>	<b>\$292,852.44</b>	<b>\$210,083.00</b>	<b>\$0.00</b>	<b>\$200,116.00</b>	<b>-\$9,967.00</b>	
<b>FUND 222 FIRE FUND</b>	<b>\$284,387.08</b>	<b>\$293,183.00</b>	<b>\$292,852.44</b>	<b>\$210,083.00</b>	<b>\$0.00</b>	<b>\$200,116.00</b>	<b>-\$9,967.00</b>	



# CITY OF MORA

## Budget Prelim - Revenue - Fire

Current Period: January 2022

Budget-2023

Preliminary

12/29/21 9:17 AM

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Last Dimension	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amount	2023 Budget	Diff From Current	%Diff from Cur Yr 2022
	\$284,387.08	\$293,183.00	\$292,852.44	\$210,083.00	\$0.00	\$200,116.00	-\$9,967.00	



**CITY OF MORA**

**Budget Prelim - Expenditures - Fire**

Current Period: January 2022

Budget-2023

Preliminary

Last Dimension	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amount	2023 Budget	Diff From Current	%Diff from Cur Yr 2022
<b>FUND 222 FIRE FUND</b>								
<b>Dept 42220 FIRE</b>								
101 Wages & Salaries	\$56,970.74	\$67,399.00	\$56,069.95	\$64,940.00	\$0.00	\$62,000.00	-\$2,940.00	-4.53%
121 PERA	\$211.20	\$849.00	\$53.53	\$665.00	\$0.00	\$200.00	-\$465.00	-69.92%
122 FICA	\$3,524.66	\$4,158.00	\$3,474.89	\$4,006.00	\$0.00	\$3,850.00	-\$156.00	-3.89%
123 Medicare	\$824.47	\$975.00	\$812.73	\$939.00	\$0.00	\$900.00	-\$39.00	-4.15%
125 ICMA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
130 VEBA	\$101.59	\$6.00	\$0.39	\$6.00	\$0.00	\$0.00	-\$6.00	-100.00%
131 Health Insurance	\$445.82	\$379.00	\$149.37	\$379.00	\$0.00	\$380.00	\$1.00	0.26%
132 Life Insurance	\$14.15	\$5.00	\$2.96	\$5.00	\$0.00	\$5.00	\$0.00	0.00%
133 Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
142 Unemployment Benefit Pmts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
200 Office Supplies	\$0.00	\$300.00	\$108.68	\$300.00	\$0.00	\$300.00	\$0.00	0.00%
211 Cleaning Supplies	\$22.96	\$200.00	\$1.29	\$200.00	\$0.00	\$200.00	\$0.00	0.00%
212 Motor Fuels	\$2,456.41	\$3,500.00	\$3,129.74	\$4,000.00	\$0.00	\$4,000.00	\$0.00	0.00%
213 Lubricants & Additives	\$3,290.30	\$500.00	\$26.97	\$300.00	\$0.00	\$300.00	\$0.00	0.00%
218 Other Operating Supplies	\$1,102.28	\$2,000.00	\$209.98	\$1,500.00	\$0.00	\$1,500.00	\$0.00	0.00%
219 Uniforms	\$7,513.50	\$8,500.00	\$1,304.54	\$8,500.00	\$0.00	\$9,500.00	\$1,000.00	11.76%
222 Tires	\$0.00	\$0.00	\$903.18	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
230 Repair/Maint - Bldg & Equip	\$34,239.75	\$22,000.00	\$25,804.61	\$26,000.00	\$0.00	\$24,000.00	-\$2,000.00	-7.69%
240 Small Tools & Equipment	\$21,573.19	\$10,000.00	\$12,068.48	\$12,960.00	\$0.00	\$12,950.00	-\$10.00	-0.08%
304 Legal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
305 Medical Services	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	0.00%
312 Professional Services - Misc	\$3,443.50	\$6,000.00	\$3,165.50	\$5,000.00	\$0.00	\$5,500.00	\$500.00	10.00%
315 Collection Services	\$433.00	\$0.00	\$306.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00%
321 Telephone	\$814.69	\$200.00	\$900.00	\$800.00	\$0.00	\$1,000.00	\$200.00	25.00%
322 Postage	\$180.20	\$200.00	\$240.00	\$200.00	\$0.00	\$300.00	\$100.00	50.00%
331 Meetings, Training, & Travel	\$5,820.00	\$9,000.00	\$4,081.10	\$9,000.00	\$0.00	\$9,000.00	\$0.00	0.00%
343 Advertising	\$94.80	\$0.00	\$299.34	\$100.00	\$0.00	\$100.00	\$0.00	0.00%
360 Insurance	\$3,735.94	\$4,510.00	\$2,788.30	\$4,961.00	\$0.00	\$4,961.00	\$0.00	0.00%
361 Workers Comp Insurance	\$19,003.80	\$23,216.00	\$16,056.10	\$25,215.00	\$0.00	\$27,015.00	\$1,800.00	7.14%



**CITY OF MORA**

**Budget Prelim - Expenditures - Fire**

Current Period: January 2022

Budget-2023

Preliminary

Last Dimension	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amount	2023 Budget	Diff From Current	%Diff from Cur Yr 2022
381 Electricity	\$2,593.93	\$4,000.00	\$3,065.49	\$4,000.00	\$0.00	\$4,000.00	\$0.00	0.00%
382 Water	\$292.66	\$350.00	\$292.66	\$350.00	\$0.00	\$350.00	\$0.00	0.00%
383 Natural Gas - Heat	\$3,273.68	\$4,500.00	\$3,021.84	\$4,500.00	\$0.00	\$4,500.00	\$0.00	0.00%
384 Garbage Removal	\$0.00	\$0.00	\$49.34	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
385 Sewer	\$301.47	\$400.00	\$301.47	\$400.00	\$0.00	\$350.00	-\$50.00	-12.50%
386 Storm Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
416 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
432 Bad Debts/NSF Checks	\$500.00	\$2,000.00	\$4,715.00	\$700.00	\$0.00	\$2,000.00	\$1,300.00	185.71%
433 Dues & Subscriptions	\$2,215.00	\$1,200.00	\$490.00	\$1,000.00	\$0.00	\$2,500.00	\$1,500.00	150.00%
437 Miscellaneous	\$10.00	\$500.00	\$190.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00%
500 Capital Outlay	\$73,960.14	\$100,000.00	\$101,900.00	\$7,500.00	\$0.00	\$7,500.00	\$0.00	0.00%
711 Trf to General Fund	\$16,808.00	\$15,336.00	\$3,750.00	\$15,336.00	\$0.00	\$18,250.00	\$2,914.00	19.00%
714 Trf to Capital Projects Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Dept 42220 FIRE</b>	<b>\$265,771.83</b>	<b>\$293,183.00</b>	<b>\$249,733.43</b>	<b>\$205,762.00</b>	<b>\$0.00</b>	<b>\$209,411.00</b>	<b>\$3,649.00</b>	
<b>FUND 222 FIRE FUND</b>	<b>\$265,771.83</b>	<b>\$293,183.00</b>	<b>\$249,733.43</b>	<b>\$205,762.00</b>	<b>\$0.00</b>	<b>\$209,411.00</b>	<b>\$3,649.00</b>	

# Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

City of Mora, Minnesota

Contact Fire Chief

Project #	2220-2019-11
Project Name	Fire Dept Pagers Replacement

Type Equipment

Useful Life 7 years

Category I.T. Equipment

Priority 3 - Important

Status Active

Total Project Cost: \$10,400

<b>Description</b>
Fire Department pagers.

<b>Justification</b>
A pager is worn by every firefighter to alert them of a call.

Prior	Expenditures	2022	2023	2024	2025	2026	Total
2,080	240 - Small Tools & Equipment	2,080	2,080	2,080	2,080		8,320
<b>Total</b>	<b>Total</b>	<b>2,080</b>	<b>2,080</b>	<b>2,080</b>	<b>2,080</b>		<b>8,320</b>

Prior	Funding Sources	2022	2023	2024	2025	2026	Total
2,080	222 - Fire Fund Operating Budget	2,080	2,080	2,080	2,080		8,320
<b>Total</b>	<b>Total</b>	<b>2,080</b>	<b>2,080</b>	<b>2,080</b>	<b>2,080</b>		<b>8,320</b>

<b>Budget Impact/Other</b>

# Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

## City of Mora, Minnesota

Contact Fire Chief

Project # 2220-2019-12

Type Equipment

Project Name Fire Dept Thermal Camera Replacement

Useful Life 10 years

Category I.T. Equipment

Priority 3 - Important

Status Active

Total Project Cost: \$7,500

### Description

Current camera (2019) is a 2012 thermal imaging camera.

### Justification

This camera is used to locate victims in initial attack and find hot spots in overhaul.

Expenditures	2022	2023	2024	2025	2026	Total
500 - Capital Outlay		7,500				7,500
<b>Total</b>		<b>7,500</b>				<b>7,500</b>

Funding Sources	2022	2023	2024	2025	2026	Total
407 - Future Fire Equipment Fund Reserves		7,500				7,500
<b>Total</b>		<b>7,500</b>				<b>7,500</b>

### Budget Impact/Other

# Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

## City of Mora, Minnesota

Contact Fire Chief

Project # 2220-2019-13  
 Project Name Fire Dept Turnout Gear Replacement

Type Equipment

Useful Life 10 years

Category Furniture & Fixtures

Priority 3 - Important

Status Active

Total Project Cost: \$45,000

**Description**

Turnout gear includes: helmet, jacket, pants, boots, and hood. One set is estimated to cost approximately \$2,500.

**Justification**

Turnout gear is worn by every firefighter at every call, and is only useable for 10 years, per NFPA.

Prior	Expenditures	2022	2023	2024	2025	2026	Total
7,500	219 - Uniforms	7,500	7,500	7,500	7,500	7,500	37,500
<b>Total</b>	<b>Total</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>37,500</b>

Prior	Funding Sources	2022	2023	2024	2025	2026	Total
7,500	222 - Fire Fund Operating Budget	3,750					3,750
<b>Total</b>	407 - Future Fire Equipment Fund Reserves	3,750	7,500	7,500	7,500	7,500	33,750
	<b>Total</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>37,500</b>

**Budget Impact/Other**

# Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

City of Mora, Minnesota

Contact Fire Chief

Project # 2220-2019-20  
Project Name Fire Dept 2.5" Hose Replacement

Type Equipment

Useful Life 10 years

Category Furniture & Fixtures

Priority 2 - Essential

Status Active

Total Project Cost: \$4,500

**Description**  
The Fire Department requires 1,500 feet of 2.5" hose.

**Justification**  
This hose is used for defensive fire attack and also runs from the pumper to a splitter for 2" to 1.75".

Prior	Expenditures	2022	2023	2024	2025	2026	Total	Future
450	240 - Small Tools & Equipment	450	450	450	450	450	2,250	1,800
<b>Total</b>	<b>Total</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>2,250</b>	<b>Total</b>

Prior	Funding Sources	2022	2023	2024	2025	2026	Total	Future
450	407 - Future Fire Equipment Fund Reserves	450	450	450	450	450	2,250	1,800
<b>Total</b>	<b>Total</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>2,250</b>	<b>Total</b>

**Budget Impact/Other**

# Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

City of Mora, Minnesota

Contact Fire Chief

Project #	2220-2019-21
Project Name	Fire Dept 1.75" Attack Line Hose Replacement

Type Equipment

Useful Life 10 years

Category Heavy Machinery & Equipmen

Priority 2 - Essential

Status Active

Total Project Cost: \$10,000

## Description

Currently in 2019, the Fire Department has 4,000 feet of 1.75" attack line hose.

## Justification

This hose is used to attack a fire on the offense from the inside or outside of a structure or and working fire.

Prior	Expenditures	2022	2023	2024	2025	2026	Total	Future
1,000	240 - Small Tools & Equipment	1,000	1,000	1,000	1,000	1,000	5,000	4,000
<b>Total</b>	<b>Total</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>5,000</b>	<b>Total</b>

Prior	Funding Sources	2022	2023	2024	2025	2026	Total	Future
1,000	407 - Future Fire Equipment Fund Reserves	1,000	1,000	1,000	1,000	1,000	5,000	4,000
<b>Total</b>	<b>Total</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>5,000</b>	<b>Total</b>

## Budget Impact/Other

# Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

City of Mora, Minnesota

Contact Fire Chief

Project # 2220-2019-23  
 Project Name Fire Dept 5" Hose Replacement

Type Equipment

Useful Life 10 years

Category Heavy Machinery & Equipmen

Priority 2 - Essential

Status Active

Total Project Cost: \$16,500

## Description

Currently in 2019, the Fire Department has 2,400 feet of this large diameter 5" hose.

## Justification

This hose is used to supply water to a pumper or ladder fire truck from a hydrant or a relay pumper.

Prior	Expenditures	2022	2023	2024	2025	2026	Total	Future
1,500	240 - Small Tools & Equipment	1,500	1,500	1,500	1,500	1,500	7,500	7,500
<b>Total</b>	<b>Total</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>7,500</b>	<b>Total</b>

Prior	Funding Sources	2022	2023	2024	2025	2026	Total	Future
1,500	407 - Future Fire Equipment Fund Reserves	1,500	1,500	1,500	1,500	1,500	7,500	7,500
<b>Total</b>	<b>Total</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>7,500</b>	<b>Total</b>

## Budget Impact/Other

**MORA AREA FIRE DEPARTMENT**  
**2023 Fire Protection Services - City/Township Contributions**

2023 Budget - Expenditures	\$209,411
2023 Budget - Revenues	(\$61,950)
2023 Budget - Surplus/(Deficit)	(\$147,461)
2020 Final Surplus/(Deficit) - Audited	\$9,295
<b>2023 Budget - Operational Contribution</b>	<b>\$138,166</b>
2023 Future Fire Equip Fund - Truck Replacement	\$82,000
2023 Future Fire Equip Fund - Equipment Replacement	\$30,000
2023 Future Fire Equip Fund - Building Maintenance	\$30,000
<b>2023 Future Fire Equip Fund Contribution</b>	<b>\$142,000</b>
<b>2023 Total City/Township Contributions Needed</b>	<b>\$280,166</b>

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Unit of Government	Property Market Value	Portion of Town/City Served	Value Served	Allocation (by Value Served)	Operating Budget (Allocated)	Future Fire Equip Fund (Allocated)	2023 Grand Total	
1 Arthur Twp	\$181,660,200	79.00%	\$143,511,558	12.01%	\$16,599	\$17,060	<b>\$33,659</b>	1
2 Brunswick Twp	\$140,152,700	62.50%	\$87,595,438	7.33%	\$10,132	\$10,413	<b>\$20,545</b>	2
3 Comfort Twp	\$120,578,000	100.00%	\$120,578,000	10.09%	\$13,946	\$14,333	<b>\$28,279</b>	3
4 Grass Lake Twp	\$99,225,100	19.00%	\$18,852,769	1.58%	\$2,181	\$2,241	<b>\$4,422</b>	4
5 Hillman Twp	\$66,403,300	37.50%	\$24,901,238	2.08%	\$2,880	\$2,960	<b>\$5,840</b>	5
6 Knife Lake Twp	\$172,686,700	100.00%	\$172,686,700	14.46%	\$19,973	\$20,528	<b>\$40,501</b>	6
7 Mora, City of	\$361,000,400	100.00%	\$361,000,400	30.22%	\$41,755	\$42,913	<b>\$84,668</b>	7
8 Peace Twp	\$138,785,900	100.00%	\$138,785,900	11.62%	\$16,052	\$16,498	<b>\$32,550</b>	8
9 Pomroy Twp	\$55,214,900	50.00%	\$27,607,450	2.31%	\$3,193	\$3,282	<b>\$6,475</b>	9
10 Quamba, City of	\$6,414,400	100.00%	\$6,414,400	0.54%	\$742	\$762	<b>\$1,504</b>	10
11 Whited Twp	\$92,622,100	100.00%	\$92,622,100	7.75%	\$10,713	\$11,010	<b>\$21,723</b>	11
<b>Grand Total</b>	<b>\$1,434,743,700</b>		<b>\$1,194,555,953</b>	<b>100.00%</b>	<b>\$138,166</b>	<b>\$142,000</b>	<b>\$280,166</b>	

**MORA AREA FIRE DEPARTMENT**  
ANNUAL COMPARISONS

Annual Budget Components	2018	2019	2020	2021	2022	2023	Change (\$)	Change (%)
Budgeted Expenditures	155,203	183,305	185,583	293,183	205,762	209,411	3,649	1.77%
Credit for Budgeted Revenues	(35,000)	(44,440)	(46,315)	(163,845)	(61,770)	(61,950)	(180)	0.29%
Credit for Prior Year Surplus	(6,485)	(8,195)	-	-	-	(9,295)	(9,295)	0.00%
Charge for Prior Year Deficit	-	-	6,841	-	4,321	-	(4,321)	-36.84%
<b>Operational Contribution</b>	<b>113,718</b>	<b>130,670</b>	<b>146,109</b>	<b>129,338</b>	<b>148,313</b>	<b>138,166</b>	<b>(10,147)</b>	<b>-6.84%</b>
FFEF - Truck Replacement	70,000	80,000	80,000	107,930	80,000	82,000	2,000	2.50%
FFEF - Equipment Replacement	-	15,000	25,000	17,720	25,000	30,000	5,000	20.00%
FFEF - Building Maintenance	-	25,000	35,000	16,800	35,000	30,000	(5,000)	-14.29%
<b>Future Fire Equip Fund Contribution</b>	<b>70,000</b>	<b>120,000</b>	<b>140,000</b>	<b>142,450</b>	<b>140,000</b>	<b>142,000</b>	<b>2,000</b>	<b>1.43%</b>
<b>Budgeted Debt Service</b>	<b>117,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>

<b>Total Annual Contributions Needed</b>	<b>301,018</b>	<b>250,670</b>	<b>286,109</b>	<b>271,788</b>	<b>288,313</b>	<b>280,166</b>	<b>(8,147)</b>	<b>-2.83%</b>
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Annual Contributions Needed (Allocated)	2018	2019	2020	2021	2022	2023	Change (\$)	Change (%)
Arthur Twp	32,155	31,334	36,659	33,689	34,216	33,659	(557)	-1.63%
Brunswick Twp	19,726	20,530	23,861	21,014	21,166	20,545	(621)	-2.93%
Comfort Twp	28,147	26,972	29,712	28,036	29,859	28,279	(1,580)	-5.29%
Grass Lake Twp	4,568	4,913	5,360	4,778	4,692	4,422	(270)	-5.75%
Hillman Twp	5,898	5,866	6,317	6,119	6,318	5,840	(478)	-7.57%
Knife Lake Twp	33,510	34,868	39,961	36,227	39,911	40,501	590	1.48%
Mora, City of	118,787	67,681	77,938	79,424	89,300	84,668	(4,632)	-5.19%
Peace Twp	29,320	29,729	32,866	30,367	31,683	32,550	867	2.74%
Pomroy Twp	7,326	7,370	8,110	7,397	6,936	6,475	(461)	-6.65%
Quamba, City of	1,555	1,429	1,492	1,477	1,612	1,504	(108)	-6.70%
Whited Twp	20,029	19,978	23,833	23,260	22,620	21,723	(897)	-3.97%
<b>Total Annual Contributions Needed</b>	<b>301,021</b>	<b>250,670</b>	<b>286,109</b>	<b>271,788</b>	<b>288,313</b>	<b>280,166</b>	<b>(8,147)</b>	<b>-2.83%</b>

Historical Allocation Percentages	2018	2019	2020	2021	2022	2023	Change (%)
Arthur Twp	10.68%	12.50%	12.81%	12.40%	11.87%	12.01%	1.23%
Brunswick Twp	6.55%	8.19%	8.34%	7.73%	7.34%	7.33%	-0.11%
Comfort Twp	9.35%	10.76%	10.38%	10.32%	10.36%	10.09%	-2.53%
Grass Lake Twp	1.52%	1.96%	1.87%	1.76%	1.63%	1.58%	-3.03%
Hillman Twp	1.96%	2.34%	2.21%	2.25%	2.19%	2.08%	-4.88%
Knife Lake Twp	11.13%	13.91%	13.97%	13.33%	13.84%	14.46%	4.43%
Mora, City of	39.46%	27.00%	27.24%	29.22%	30.97%	30.22%	-2.43%
Peace Twp	9.74%	11.86%	11.49%	11.17%	10.99%	11.62%	5.73%
Pomroy Twp	2.43%	2.94%	2.83%	2.72%	2.41%	2.31%	-3.94%
Quamba, City of	0.52%	0.57%	0.52%	0.54%	0.56%	0.54%	-3.96%
Whited Twp	6.65%	7.97%	8.33%	8.56%	7.85%	7.75%	-1.17%
<b>Total Allocation - All</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	

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# MEMORANDUM

Date: January 4, 2022  
To: Mayor and City Council  
From: Kelly Erickson, Accounting Clerk  
RE: 2022 Hangar Land Lease Increase

## SUMMARY

The City collects yearly lease fees for hangars that are on the Municipal Airport land. With this said, there are six (6) hangars that are due for an increase in 2022.

<u>Name</u>	<u>Building Square Feet</u>	<u>2021 Rate</u>	<u>2022 Rate</u>
Joseph Buckley	2304	\$306.66	\$337.33
Jeff Gorham	800	\$141.72	\$155.89
Milton/David Gunderson	1600	\$180.38	\$198.42
Ron Oswald	3600	\$479.16	\$527.08
Gary Pangerl	1600	\$283.46	\$311.80
Dustin Paulson	1656	\$154.29	\$169.71

## BACKGROUND INFORMATION

Per the lease agreement, hangar land leases may be adjusted on each five (5) year anniversary of the lease by an amount not to exceed 10%.

## OPTIONS & IMPACTS

This would make an increase to airport revenue and would keep consistent with all of the hangar land leases.

## RECOMMENDATIONS

Motion to approve the hangar land lease increase of 10% from the previous year for Joseph Buckley, Jeff Gorham, Milton/David Gunderson, Ron Oswald, Gary Pangerl, and Dustin Paulson.