

Pursuant to due call and notice thereof Mayor Alan Skramstad called to order the regular meeting of the Mora City Council at 6:30 PM on Tuesday, January 19, 2021 via a public Web-Ex virtual meeting.

2. **Roll Call:** Present: Mayor Skramstad, Councilmembers Anderson, Broekemeier, Mathison, and Shepard
Absent: none
Staff Present: City Administrator Crawford, City Accountant King, Fire Chief Brett Anderson, and Deputy City Clerk Yoder
3. **Adopt Agenda:** MOTION made by Mathison, seconded by Anderson, voted on by roll call;
Aye: Skramstad, Anderson, Broekemeier, Mathison, and Shepard
Nay: none
motion unanimously carried to approve the agenda as presented.
4. **Consent Agenda:** MOTION made by Mathison, seconded by Shepard, voted on by roll call;
Aye: Skramstad, Anderson, Broekemeier, Mathison, and Shepard
Nay: none
motion unanimously carried to approve the consent agenda as presented.
 - a. Regular Meeting Minutes – December 15, 2020
 - b. December 2020 Claims
 - c. Accept Restricted Donations – RESOLUTION No. 2021-121
 - d. Accept Letter of Resignation – Heavy Equipment Operator
5. **Open Forum:** No one spoke at open forum.
6. **Special Business:** There were no special business items to discuss.
7. **Public Hearings:** There were no public hearings.
8. **New Business**
 - a. **2021 Mora Aquatic Center (MAC) Season Schedules:** The council reviewed the proposed 2021 swimming schedule, swim lesson schedule, and program fee schedule. Staff recommended the following changes to the 2021 MAC season:
 - Increase MAC operating days from 67 to 70.
 - With a paid swim registration, each participant would receive ten (10) complimentary swim tickets instead of 20 as previously practiced.
 - Due to lack of patron attendance, decrease the number of Family Fun Nights from six to three.
 - To follow the COVID-19 guidelines set forth by the Centers for Disease Control & Prevention (CDC), the Governor of Minnesota, MN Department of Health, and Kanabec County Public Health.

The council discussed options for implementing the limited attendance recommendations and concerns for public health due to the pandemic while acknowledging the need for recruitment planning in the near future. The council consensus was to approve the schedules and re-evaluate opening the MAC in the spring when staff would be approaching preparations and to reserve the right to make adjustments for the best interest of pool patrons as the COVID-19 pandemic evolved. MOTION made by Anderson, seconded by Shepard, voted on by roll call;
Aye: Anderson, Broekemeier, Mathison, Shepard, and Skramstad

Nay: none

motion unanimously carried to approve the 2021 MAC swimming schedule and swim lesson schedule as presented.

- b. Pay Equity Compliance Report:** The council was presented with data from the 2020 Pay Equity report and staff reported the City scored 192% in the Statistical Analysis Test where a minimum of 80% was needed for compliance and the Salary Range Test score was 100. MOTION made by Shepard, seconded by Mathison, voted on by roll call;
Aye: Anderson, Broekemeier, Mathison, Shepard, and Skramstad

Nay: none

motion unanimously carried to approve the compliance report as presented indicating no pay inequities based on gender exist for the City of Mora.

- c. Organizational Chart Update:** The council reviewed the updated staff organizational chart which included the addition of two new positions to be filled in 2021, an Administrative Services Director (ASD) and a Plant Line Supervisor. Other changes reflected in the chart included moving the Administrative Assistant/Deputy City Clerk directly under the new ASD, adding the electrical engineer in the consultant area and staff liaison notations via dashed lines for boards and commissions. MOTION made by Mathison, seconded by Anderson, voted on by roll call;
Aye: Anderson, Broekemeier, Mathison, Shepard, and Skramstad
motion unanimously carried to approve the updated staff organizational chart as presented.

9. Old Business:

- a. 2022 MAFD Budget:** Fire Chief Anderson presented a bid for the installation of four surveillance cameras for the fire hall truck bay at approximately \$3,000, noting it would make the 2022 total budget increase 6%. MOTION made by Anderson, seconded by Mathison, voted on by roll call;
Aye: Anderson, Broekemeier, Mathison, Shepard, and Skramstad
Nay: none
motion unanimously carried to adopt the 2022 MAFD budget and capital improvement plan as amended to include surveillance cameras, and directed staff to distribute the budget to contracted cities and townships no later than February 1, 2021.

10. Communications: There were no communications to review.

- a. 2020 Summary of Construction Activity
- b. Planning Commission Meeting Minutes – January 11, 2021
- c. Airport Board Meeting Minutes – January 12, 2021
- d. Park Board Meeting Minutes – January 12, 2021: Shepard reported discussion of Music in the Park ideas.
- e. 2020 Boards and Commissions Review
- f. MAFD Monthly Report – December 2020
- g. KCSO Monthly Report – December 2020

11. Reports

- a. City Administrator: Crawford reported staff began the state bid ordering process for a vehicle for the street department that was approved in the capital improvement plan in December and the quotes received were at or under budget; Crawford had been working diligently with HRA management and operational items.
- b. Councilmember Anderson: Nothing new to report.

- c. Councilmember Broekemeier: Broekemeier reported positive anticipation for the coming LMC Elected Officials training.
- d. Councilmember Mathison: Mathison reported having his attention increasingly pulled to the HRA.
- e. Councilmember Shepard: Shepard reported enthusiasm for being on the council and reported accidentally starting the LMC Elected Officials training earlier than allowed but reported it turned out okay, and thanked Mathison for his work with the HRA.
- f. Mayor Skramstad: Skramstad reported the next meeting in February would be in person, which made attendance easier for councilmembers and the public and that social distancing would be maintained.

12. Adjournment: MOTION made by Shepard, seconded by Broekemeier, voted on by roll call;

Aye: Skramstad, Anderson, Broekemeier, Mathison, and Shepard

Nay: none

motion unanimously carried to adjourn at 7:02 PM.



Mayor

Deputy City Clerk

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:

DONATION RECEIVED FROM:	DONATION OF:	TERMS AND CONDITIONS OR DESCRIPTION OF PROPERTY:
Mid-Minnesota Mutual Insurance Co.	\$500.00	General donation to Mora Area Fire Department.

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 Shepard and seconded by Council Member Bruckmeier.

Voting for the Resolution:..... Mayor Skramstad, Anderson, Bruckmeier, Mathison, & Shepard
 Voting Against the Resolution: none
 Abstained from Voting:..... none
 Absent: none

Motion carried and resolution adopted this 19 day of January 2021.



Al Skramstad
Mayor

ATTEST:



Lindy Crawford
City Administrator