

Pursuant to due call and notice thereof Mayor Alan Skramstad called to order the Special meeting of the Mora City Council at 6:30 PM on Tuesday, April 5, 2022, in the city hall council chambers.

2. **Roll Call:** Present: Mayor Alan Skramstad, Councilmembers Jody Anderson, Jake Mathison, and Kyle Shepard
Staff Present: City Administrator Glenn Anderson, Administrative Services Director Natasha Segelstrom, Public Works Director Joe Kohlgraf, City Accountant Sara King, Parks and Recreation Coordinator Jeff Krie
3. **Adopt Agenda:** MOTION made by Shepard, seconded by Mathison and unanimously carried to approve the agenda as presented.

Councilmember Broekemeier arrived
4. **Consent Agenda**
 - a. No items were on the consent agenda. MOTION made by Mathison, seconded by Broekemeier and unanimously carried to approve the consent agenda.
5. **Open Forum:** No one spoke at open forum.
6. **Special Business**
 - a. N. Grove Street Improvement Project Bid, Greg Anderson SEH: Greg Anderson brought forward the bids for the North Grove Street Improvement Project. There were four bids for the project the high bid being \$2,117,120.55 and the low bid for the project was \$1,737,247.06 and recommended the project be awarded to Douglas-Kerr Underground L.L.C.
 - b. Declaring Costs to Be Assessed Resolution No. 2022-411; Order Assessment Hearing Resolution No. 2022-412: Greg Anderson detailed the next step in the North Grove Street Improvement project was to declare the amount to be assessed and ordering the preparation of the proposed assessments. The portion of the cost to be assessed against benefited property owners was \$424,349.86. The assessments shall be payable in equal annual installments extending over 20 years shall bear an interest rate of 2% over the T.I.C.. MOTION made by Anderson, seconded by Shepard and opposed by Broekemeier. Motion carried 4-1 to approve the following resolution:

RESOLUTION No. 2022-411
RESOLUTION DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION FOR
PROPOSED ASSESSMENTS
(see attached)

Greg Anderson noted the next step in the North Grove Street Improvement project was to order the Hearing on Proposed Assessments to be held on May 3rd 2022 at 6:30pm. MOTION made by Mathison, seconded by Shepard and opposed by Broekemeier. Motion carried 4-1 to approve the following resolution:

RESOLUTION No. 2022-412
RESOLUTION FOR HEARING ON PROPOSED ASSESSMENTS
NORTH GROVE STREET IMPROVEMENTS
(see attached)

- c. Mora Public Schools Construction Update- Dan Voce: Mora Public Schools Superintendent provided the City Council an update on the new high school construction and overhead photos of the site. Voce recognized significant progress on the project and removal of the construction cranes which had been a milestone and the school construction was going well.
- d. Approval of Special Law-Public Utilities Commission Membership Resolution No. 2022-413 Mayor Skramstad brought forward Resolution No. 2022-413 Approval of Special Law Mora Public Utilities Commission Membership. On March 10, 2022 Governor Tim Walz approved the Mora Public Utilities Commission to increase its membership to a five member board. MOTION made by Mathison, seconded by Broekemeier and unanimously carried to approve the following resolution:

RESOLUTION No. 2022-413

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA APPROVING
LAWS OF MINNESOTA, 2022, Ch. 36

- e. Kanabec County Economic Development Authority Seat: Council discussed the Kanabec County Economic Development Authority vacant city seat. Previously, council recommended the Sara Treiber, and the County recommended another applicant to fill the position. At the EDA meeting, Commissioner McNally discussed the possibility of having the Community Development Director fill the seat. The board discussed whether a conflict of interest had been present. The city council further discussed whether they would recommend the Community Development Director to the county's EDA. Segelstrom clarified that they Community Development Director attended both the county and city's meetings and that the city staff acted as the Secretary taking meeting minutes. Council further discussed that the Community Development Director also actively worked with economic development on the City's behalf. MOTION made by Mathison, seconded by Shepard to recommend the Community Development Director as the city's representative to the county EDA.

7. Public Hearings: There were no Public Hearings.

8. New Business:

- a. Add City Administrator to the designated signer. MOTION made by Broekemeier, seconded by Anderson and unanimously carried to add Glenn Anderson as a designated signer for all City of Mora Official Depositories First Citizens Bank, Neighborhood National Bank, RBC Wealth, 4M Fund and Wells Fargo.

9. Old Business:

- a. Driver's License Update: Anderson recapped the Driver's License Office operations, projected revenue and discussions with Chad Gramentz of Kanabec County. Anderson acknowledge the need for the service in the community and it that it provided a regional benefit. He recommended to council that the city work collaboratively with Kanabec County to continue the service in the community whether it be monetary or in-kind efforts to elevate revenue loss, salary, benefits and operational expenses. Mathison asked the status of the local business that had interest in the operation and interest in collaborative agreement from Kanabec County. Anderson explained the business would need additional time prior to making any decision.

Chad Gramentz of Kanabec County explained to council the significant changes with

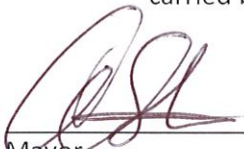
the operation since the implementation of the real id and enhanced driver's license. In 2020, Kanabec County had written a letter to the State addressing concern with the county's continued operation of the service and there had not been a response back. Gramentz explained there had been challenges due to hours of operation and the current space was not set up well for multiple service windows. Gramentz stated a change in location and hours of service would increase numbers and the County Board authorized the Driver's License service to continue until mid-June with the goal is to find a different location. Council discussed options for the service and impact if the operation would be taken solely by the City. Additional questions were asked on State requirements to operate the Driver's License Office and Vehicle Registration offices. Staff was directed to collaborate with Chad Gramentz at Kanabec County to assist with the driver's license operations.

10. Communications: None

11. Reports

- a. City Administrator Anderson: Discussed the use of ARPA funds for the Snake River Bridge bike trial and an upcoming deadline to dedicate funds for the Standard Allowance.
- b. Councilmember Anderson: Discussed parking issues on Union Street and explained that some business owners and employees have not utilized the rear parking lot and parking for extended periods of time. The information has been brought to the Sheriff's office attention.
- c. Councilmember Broekemeier: Recognized Greg Anderson's presentation for the Grove Street Project and that she opposed the project at this time due the recent increase in taxes throughout the community. The ECCC Quarterly meeting was cancelled.
- d. Councilmember Mathison: nothing new to report.
- e. Councilmember Shepard: Welcomed Glenn Anderson and stated the city parks are getting more use with the nice weather, and it is a great time to be in Mora.
- f. Mayor Skramstad: Commended staff on the Public Utilities Commission resolution to increase membership. He stated would delivering a statue from Colorado for the Veteran's Memorial Park and that he would be absent at the next meeting.

12. Adjournment: MOTION made by Shepard, seconded by Broekemeier, and unanimously carried by the City Council to adjourn at 7:50 PM.



Mayor



City Clerk

Motion made by Anderson to adopt the following resolution:

RESOLUTION # 2022-411

Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessments

WHEREAS, estimated costs have been calculated for the North Grove Street Improvements (the improvement of North Grove Street between the centerline of West Forest Avenue and the centerline of West Maple Avenue and North Grove Street between the centerline of West Maple Avenue and the centerline of West Central Avenue and West Central Avenue from the Centerline of North Grove Street to 300 feet west of the centerline of North Grove Street

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MORA, MINNESOTA:

1. That portion of the cost such improvements to be paid by the city is hereby declared to be \$ 1,660,346.20 and the portion of the cost to be assessed against benefited property owners is declared to be \$ 424,349.86
2. Assessments shall be payable in equal annual installments extending over a period of 20 years and shall bear interest at the rate of 2% percent ~~per annum~~ over the T.I.C from the date of the adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such assessment in his/her office for public inspection.
4. The Administrator shall upon the completion of such assessment, notify the council thereof.

Adopted by the City Council this 5th day of April, 2022

The foregoing resolution was introduced and moved for adoption by Council Member Anderson and seconded by Council Member Shepard.

Voting for the resolution:..... Anderson, Shepard, Mathison, Skramstad
Voting against the resolution:..... Broekemier
Abstained from voting:..... none
Absent: none

Motion carried and resolution adopted this 5th day of April, 2022


Alan Skramstad, Mayor

ATTEST:


Natasha Segelstrom,
Administrative Services Director

Motion made by Mathison to adopt the following resolution:

RESOLUTION # 2022-412

**Resolution for Hearing on Proposed Assessments
North Grove Street Improvements**

WHEREAS, the city administrator of Mora was directed to prepare a proposed assessment of the cost of improvements the improvement of North Grove Street between the centerline of West Forest Avenue and the centerline of West Maple Avenue and North Grove Street between the centerline of West Maple Avenue and the centerline of West Central Avenue and West Central Avenue from the Centerline of North Grove Street to 300 feet west of the centerline of North Grove Street (North Grove Street Improvements); by the construction of streets, sidewalks, storm sewers, sanitary sewers, water mains and service lines and to assess the benefited property for all or portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429, and.

AND WHEREAS, the administrator has notified the council that such proposed assessment has been completed and filed in his office for public inspection.


NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MORA, MINNESOTA:

1. A hearing shall be held on the 3rd day of May 2022 in the city hall at 6:30 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the day of the payment, to the city, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An Owner may at any time thereafter, pay to the County the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the succeeding year.


The foregoing resolution was introduced and moved for adoption by Council Member Mathison and seconded by Council Member Shepard.

Voting for the resolution:..... Mathison, Shepard, Anderson, Skramstad
Voting against the resolution:..... Brockmeier
Abstained from voting:..... none
Absent: none

Motion carried and resolution adopted this 05 day of April, 2022.


Alan Skramstad, Mayor

ATTEST:


Natasha Segelstrom,
Administrative Services Director

CITY OF MORA
RESOLUTION NO. 2022-413
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA,
APPROVING LAWS OF MINNESOTA, 2022, Ch. 36

WHEREAS, Minnesota Session Laws, 2022, Chapter 36 authorizes the City of Mora, Minnesota to increase the membership of its Public Utilities Commission pending approval by the City Council; and

WHEREAS Laws of Minnesota 2022 Ch. 36, entitled requires approval by a majority of the city council before it becomes effective in accordance with the Minnesota Statute 645.021, Subdivision 2; and

WHEREAS Laws of Minnesota 2022 Ch. 36, allows the city of Mora to increase membership of the City's Public Utilities Commission to five members, two of which may be City Council members; and

WHEREAS the City desires the law to become effective.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA AS FOLLOWS:

1. The City Council approves Minn. Laws 2022, Ch. 36, thus increasing membership of the Mora Public Utilities Commission to five members, two of which may be City Council members.

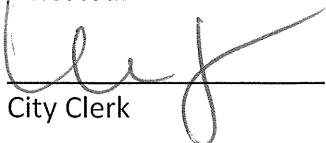
2. The City Clerk is hereby instructed to submit the appropriate documents and a copy of this Resolution to the Secretary of State of the State of Minnesota.

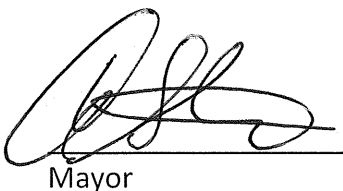
The foregoing resolution was introduced and moved for adoption by Council Member Mathison and seconded by Council Member Broekemeier.

Voting for resolution..... Mayor Skramstad, Anderson, Shepard, Mathison, Broekemeier
Voting against resolution..... none
Abstained from voting none
Absent none

Passed by the City Council of Mora, Minnesota this 5th day of April, 2022.

Attested:


City Clerk


Mayor