

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, February 16, 2021 in the city hall council chambers.

2. **Roll Call:** Present: Mayor Skramstad, Councilmembers Anderson, Broekemeier, Mathison, and Shepard
Absent: none
Staff Present: City Administrator Crawford, Community Development Director Thorp, Public Works Director Kohlgraf, Activities and Recreation Coordinator Krie, Fire Chief Anderson, Liquor Store Manager Julie Krone, and Deputy City Clerk Yoder
3. **Adopt Agenda:** MOTION made by Mathison, seconded by Shepard, and unanimously carried to approve the agenda as presented.
4. **Consent Agenda:** MOTION made by Shepard, seconded by Anderson, and unanimously carried to approve the consent agenda as presented.
 - a. Regular Meeting Minutes – January 5, 2021
 - b. Regular Meeting Minutes – January 19, 2021
 - c. January 2021 Claims
 - d. Tobacco Business License – Twin City Petroleum Properties, LLC
 - e. Taxicab Business License – Shane Peterson, Kanabec Cab
 - f. Tax Forfeit Land Sale – RESOLUTION No. 2021-221
 - g. Park Board Appointment
 - h. Approve Hire of Firefighters
 - i. Gambling Permit – EC Riders Snowmobile Club
 - j. Gambling Permit – St Mary’s Church
5. **Open Forum:** No one spoke at open forum.
6. **Special Business:**
 - a. **Public Property Use Request Amendment – 2021 Vasaloppet:** The council reviewed Vasaloppet USA’s request to amend its Public Property Use Permit by changing the date of the ski race from February 12-14, 2021 to February 19-21, 2021 with no other changes. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to approve the street closure of Union Street from Forest Avenue to Maple Avenue, a portion of Railroad Avenue SE that extends just beyond the Vasaloppet Headquarters building, Maple Avenue from Union Street through the library parking lot, and a portion of 9th Street N from Friday, February 19, 2021 at 3:00PM through Sunday, February 21, 2021 at 8:00PM and adhere to the COVID-19 guidelines.
 - b. **Grain Bin Rescue Kit Donation Presentation:** In conjunction with the Kanabec/Isanti Farm Bureau, Chad Barnick of Barnick Agency and Bill Olen of Olen Farms presented a donation in the amount of \$4,589.00 to cover the procurement of a Great Wall of Rescue and Rescue Auger Grain Bin Rescue Kit to the Mora Area Fire Department. Chief Anderson gave a brief demonstration of how the equipment pieced together and functioned to perform a grain bin rescue, followed by expressed gratitude of the MAFD and City Council for the generous donation.
 - c. **Proposed Dog Park Discussion:** Krie reported that on July 14, 2020, the Park Board was approached by Carmen Finn about having a dog park in the community which the Park Board unanimously supported. Krie stated Finn and the Friends of the Mora Dog Park community had raised approximately \$18,000 in pledges for the creation of a dog park,

in addition to obtaining a commitment for a permanent bulletin/message board. The fenced in dog park would be located off Forest Avenue, north of the History Center and west of the walking path with a paved parking lot as required by city code. Finn stated the intent was to start the project in the spring and be ready for use in the summer of 2021.

The council consensus was to direct city staff to obtain bids from local businesses for the installation of the fencing before committing to a vendor and the city would accept donations collected for the dog park which would go into the Park budget and earmarked for the dog park project. Discussion ensued about the transfer of park maintenance responsibility to the city upon project completion.

Skramstad commended Finn for an outstanding job stating he envisioned the dog park as a summer project. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to approve the construction of a dog park.

7. Public Hearings: There were no public hearings.

8. New Business

- a. **Proposed Fox Run Park Project Proposal:** The council reviewed a proposal for services from SEH to provide the city with a preliminary schematic design development for the proposed park along Nelson Avenue in the Fox Run development. Crawford reported staff sought professional services to layout the plan needed for grant applications. MOTION made by Anderson, seconded by Broekemeier, and unanimously carried to accept the Fox Run park project proposal from SEH in the amount not to exceed \$6,400.
- b. **Minor Subdivision – Czarnowski & Oelmann:** The council reviewed a request for minor subdivision by Chad and Christina Czarnowski and Ben and Amber Oelmann so they could adjust a shared property boundary. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to approve the following resolution:

RESOLUTION No. 2021-222
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA,
APPROVING A MINOR SUBDIVISION AS REQUESTED BY
CHAD & CHRSTINA CZARNOWSKI AND BEN & AMBER OELEMANN
(see attached)

- c. **Text Amendment – Water Disconnection Ordinance:** The PUC recommended an amendment to city code regarding the city and utility's ability to certify and assess delinquent water utility charges to a property in lieu of disconnecting water services because water service accounts followed the property and not the inhabitants. Approving the amendment would grant the city and utility discretion in shutting off water utilities for nonpayment and would benefit the city/utility and the customer. MOTION made by Shepard, seconded by Anderson, and unanimously carried to approve the following ordinance:

ORDINANCE No. 480
AN ORDINANCE ADOPTING A TEXT AMENDMENT TO CITY OF MORA CODE OF
ORDINANCES, TITLE V PUBLIC WORKS, CHAPTER 50 UTILITIES IN GENERAL
PERTAINING TO PAYMENT AND COLLECTION OF UTILITY BILLS
(see attached)

- d. **Text Amendment – Floodplain Management Ordinance:** The council reviewed an ordinance amending city code chapter 152 Floodplain Management which carried the

full support of the Minnesota Department of Natural Resources (DNR). Thorp reported that the proposed ordinance was based on the DNR's model ordinance and the Planning Commission also recommended the establishment of a new flood district, known as the Flood Prone District, to address local concerns. The proposed ordinance included the City of Mora Flood Prone Areas Map identifying properties to be included in the Flood Prone District. Thorp stated many of the properties in the map were part of the 2019 AE2S study pointing to areas the city needed to address in its infrastructure. MOTION made by Anderson, seconded by Mathison, and unanimously carried to approve the following ordinance:

ORDINANCE No. 481

AN ORDINANCE ADOPTING A TEXT AMENDMENT TO CITY OF MORA CODE OF ORDINANCES, TITLE XV LAND USAGE, CHAPTER 152 FLOODPLAIN MANAGEMENT
(see attached)

- e. **Participation in Kanabec County economic Development Authority:** The council was presented the option of continued participation in the Kanabec County Economic Development Authority with an election of participation via a resolution every five years. MOTION made by Shepard, seconded by Broekemeier, and unanimously carried to approve the following resolution:

RESOLUTION No. 2021-223

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
PERTAINING TO THE PARTICIPATION OF THE CITY OF MORA IN THE
KANABEC COUNTY ECONOMIC DEVELOPMENT AUTHORITY
(see attached)

- f. **HRA Financial Management Plan Proposal:** Crawford presented a request for council consideration to support the preparation of a Financial Management Plan (FMP) for the Housing and Redevelopment Authority of Mora (HRA). Crawford reported Ehlers submitted a proposal of \$8,500 to prepare an FMP for the HRA. The City Economic Development Authority approved \$2,834 (one-third) of the proposal and the HRA approved \$2,834 (one-third) of the proposal for preparation of an FMP and staff recommended the council participate financially with \$2,834 (one-third) of the proposal fees. MOTION made by Mathison, seconded by Shepard, and unanimously carried to approve financial participation in the preparation of a Financial Management Plan as proposed by Ehlers for the Housing and Redevelopment Authority not to exceed \$2,834.
- g. **Airport Taxi-lane and Windcone Project Proposal:** The council reviewed a request to widen the taxi-lane and supplemental windcone replacement for the crosswind runway and the north end of the runway as scheduled in the Mora Municipal Airport Capital Improvement Plan. MOTION made by Mathison, seconded by Anderson, and unanimously carried to approve the contract with SEH for the taxi-lane and windcone engineering proposal.
- h. **EDA Resignation and Vacancy:** Thorp reported the seat of Lonnie Ness, who resigned, had a remaining term of less than two years, and should be filled. MOTION made by Shepard, seconded by Broekemeier, and unanimously carried to accept the resignation of Lonnie Ness from the City Economic Development Authority and directed staff to advertise the vacancy immediately.

9. **Old Business:** There were no old business items to discuss.

10. Communications: The following communications were reviewed.

- a. 2020 MAFD Year End Report: Chief Anderson stated the department had 29 firefighters who must accumulate 75 hours of training throughout the year to remain licensed by the state. Anderson reported the October chili feed, Santa breakfast, and fire hall tours didn't happen because of the COVID-19 pandemic, but the department was able to do birthday parades due to pandemic lockdown – which were a lot more work than originally thought but ended up being a positive thing for the community overall, it was another successful year.
- b. MAFD Monthly Report – January 2021
- c. 2020 North Country Bottle Shop Year End Report: Krone reported taking over as manager with Greene's retirement in March and the assistant manager Kieser coming on board shortly after. Krone explained when the COVID-19 pandemic hit, the liquor store hours changed, plexi-glass was installed at the tills for extra safety measures, and the wine club halted all wine tastings and fundraisers. Krone stated the north end of the sidewalk was replaced and thanked the street department for the help in the project. Krone commented that only two bad checks were received in all of 2020; sales had increased by over \$1 million during the pandemic with the bars closed, and while staffing at times was hard, the employees at the liquor store were rock stars for the amount of work they performed during the pandemic.
- d. EDA Meeting Minutes – February 2, 2021
- e. Planning Commission Meeting Minutes – February 8, 2021
- f. Airport Board Meeting Minutes – February 9, 2021: Anderson stated the board had made it through first review of the hangar land lease agreement.
- g. 2020 Cogeneration Reporting: Crawford reported completion of the annual cogeneration report that the utility must file with the City Council regarding solar and wind customers.
- h. 2020 KCSO Year End Report: Dylan VanGorden reported a significant effect in the department responses due to the COVID-19 pandemic which was down to 11,000. Employees limited potential exposures to maintain enough staffing 24/7 and were able to do it. Community events that were unable to take place were struck out of the report and the KCSO hoped to do them in the future, and there were no rhyme or reason to any pattern for responses due to the pandemic.
- i. KCSO Monthly Report – January 2021 :

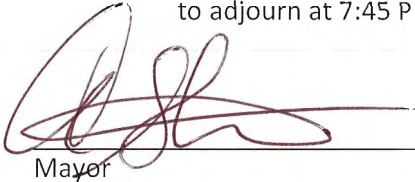
11. Reports

- a. City Administrator: Nothing new to report.
- b. Councilmember Anderson: Anderson reported concern from residents over the parking lot behind Dandelion Floral where cars were parking overnight, blocking alleyways for excessive amounts of time, and business owners telling other customers they could not park in certain areas. Anderson inquired about the lack of staff to clean the public library enabling it to be open every day; Crawford reported the library was always cleaned on Monday, Wednesday, and Friday, with no back-up janitor on staff during absences, Crawford additionally reported it was the East Central Regional Library's decision to close the library. Anderson asked if marketing for the Walker Methodist memory care facility had begun. Crawford reported recent conversations had been taking place.
- c. Councilmember Broekemeier: Broekemeier pointed out the positive activities taking place online from the public library in spite of the COVID-19 pandemic; the newer business Recovering Hope brought a new person to the community which in turn drew

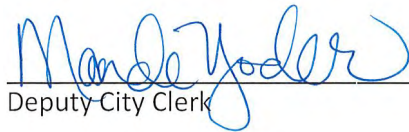
together approximately 30 community members that then brought a new dog park to the community.

- d. Councilmember Mathison: Mathison thanked Crawford, Dennis Olson, and the remaining HRA staff for volunteering extra hours because they care about seeing the HRA succeed.
- e. Councilmember Shepard: Shepard thanked Olen Farms, Barnick Agency, and the Kanabec/Isanti Farm Bureau for the grain bin rescue equipment donation for the MAFD.
- f. Mayor Skramstad: Skramstad extended thanks to Thorp for the hours worked on the floodplain ordinance and to Crawford and Mathison for their extra work with the HRA.

12. Adjournment: MOTION made by Mathison, seconded by Shepard, and unanimously carried to adjourn at 7:45 PM.



Mayor



Deputy City Clerk

RESOLUTION NO. 2021-221

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA AUTHORIZING
THE SALE OF TAX FORFEITED PARCELS LOCATED WITHIN THE CITY OF MORA**

WHEREAS, Kanabec County desires to sell three parcels of tax forfeited land located within the City of Mora; and

WHEREAS, the City Council reviewed the county's request at its February 16, 2021 meeting; and

WHEREAS, the City Council determined it to be in the best interest of the city and county to authorize the proposed sale of land as shown below:

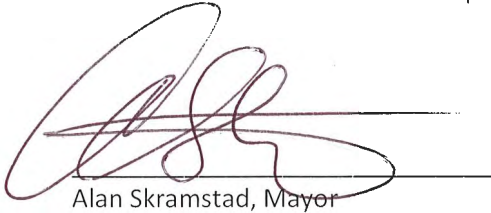
Parcel #	Approved	Denied	Comments
22.01075.00	X		601 2 nd Street W; no known concerns
22.03040.00	X		313 1 st Street; existing home could be renovated but parcel could not be redeveloped given that it's considered an unbuildable lot (insufficient frontage and lot area)
22.06250.20	X		Approximate 1.6 acre vacant parcel entirely located in wetland area

NOW THEREFORE BE IT RESOLVED, that the City Council hereby authorizes the sale of three tax forfeited parcels as requested by Kanabec County.

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

Voting for the resolution: Mayor Skramstad, Anderson, Braekemeier, Matheson,
Voting against the resolution: none
Abstained from voting: none
Absent: none & Shepard

Motion carried and resolution adopted this 16th day of February, 2021.


Alan Skramstad, Mayor

ATTEST: 
Lindy Crawford, City Administrator

RESOLUTION NO. 2021-222

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA,
APPROVING A MINOR SUBDIVISION AS REQUESTED BY
CHAD & CHRISTINA CZARNOWSKI AND BEN & AMBER OELMANN**

WHEREAS, Chad & Christina Czarnowski and Ben & Amber Oelmann, property owners, have submitted an application dated received and considered complete on February 3, 2021, for a Minor Subdivision in order to adjust a shared property boundary; and

WHEREAS, the subject properties are located at 349 Morrison Street (Czarnowski) and 324 Edwards Avenue (Oelmann); and

WHEREAS, the applicants have provided a Certificate of Survey prepared by a registered land surveyor and dated January 25, 2020; and

WHEREAS, the existing properties are legally described as:

PID 22.03805.00

*All of Lot 16 and the East 100 feet of the North 15 feet of Lot 18, all on Morrison Street,
Bond's Addition to the Village of Mora, Kanabec County, Minnesota.*

AND

*The West 20 feet of the North 15 feet of Lot 18, Morrison Street,
Bond's Addition to the Village of Mora, Kanabec County, Minnesota.*

PID 22.03810.00

*Lot 18 EXCEPT the North 15 feet and all of Lot 20, Block 3, Morrison Street,
Bond's Addition to the Village of Mora, Kanabec County, Minnesota*

WHEREAS, the request involves moving the shared property boundary three feet to the south with the proposed properties legally described as:

PID 22.03805.00

*Lot 16 and the North 18 feet of Lot 18, all in Block 3,
Bond's Addition to the Village of Mora, Kanabec County, Minnesota.*

PID 22.03810.00

*Lots 18 and 20, Block 3,
Bond's Addition to the Village of Mora, Kanabec County, Minnesota,
EXCEPT the North 18 feet of said Lot 18.*

WHEREAS, the City Council considered the request at its February 16, 2021 meeting.

NOW THEREFORE BE IT RESOLVED, that the City Council finds that the request for Minor Subdivision complies with the subdivision regulations of the City Code in that the subdivision results in three or less parcels and the applicants have submitted a Certificate of Survey prepared by a registered land surveyor showing the original lots and the proposed subdivision.

Approval is granted with the following conditions:

1. This resolution authorizes and facilitates a Minor Subdivision of the properties legally described above and as shown on the attached Certificate of Survey dated January 25, 2020.
2. No subsequent Minor Subdivisions involving the above described properties shall be granted prior to February 16, 2022.
3. Payment of all encumbrances for special assessments shall be a prerequisite for approval by the City Council.
4. This Minor Subdivision is not complete until it has been filed with the County Recorder and County Auditor and all applicable taxes have been paid in full.

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

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

Motion carried and resolution adopted this 16th day of February, 2021.


Alan Skramstad, Mayor

ATTEST: 
Lindy Crawford, City Administrator

RESOLUTION NO. 2021-223

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
PERTAINING TO THE PARTICIPATION OF THE CITY OF MORA IN THE
KANABEC COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

WHEREAS, Kanabec County established the Kanabec County Economic Development Authority (KCEDA) in 2016 under Minnesota Statutes §469.1082; and

WHEREAS, The City Council adopted Resolution No. 2016-622, a resolution electing to participate in the KCEDA, on June 21, 2016; and

WHEREAS, Minnesota Statute allows the city to consider its participation in the KCEDA every fifth year following the adoption of Resolution No. 2016-622 and the city shall notify the KCEDA by resolution of its desire to continue its participation in the KCEDA or its desire to withdraw from the KCEDA; and

WHEREAS, the Mora Economic Development Authority (Mora EDA) considered the city's continued participation at its February 2, 2021 meeting and unanimously recommended that the City Council elect to continue the City of Mora's participation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mora, Minnesota, that the City Council hereby takes the following actions:


1. That the City of Mora elects to continue participation in the KCEDA for the five-year term of June 21, 2021 to June 21, 2026; and
2. That the City of Mora shall review its participation in the KCEDA every fifth year following the adoption of Resolution No. 2016-622 and the city shall notify the KCEDA by resolution of its desire to continue its participation or its desire to withdraw from the KCEDA; and
3. That the Mora EDA shall continue in its operations.

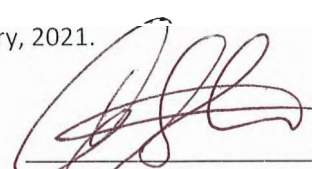
The foregoing resolution was introduced and moved for adoption by Council Member Shepard and seconded by Council Member Broekemeier.

Voting for the resolution: Skramstad, Andersson, Broekemeier, Matheson & Shepard
Voting against the resolution: none
Abstained from voting: none
Absent: none

Motion carried and resolution adopted this 16th day of February, 2021.

ATTEST:


Lindy Crawford, City Administrator


Alan Skramstad, Mayor