

Pursuant to due call and notice thereof Mayor Mathison called to order the regular meeting of the Mora City Council at 6:30 PM on Tuesday, February 21, 2023 in the City Hall council chambers.

- 1. Call to Order/Pledge of Allegiance:** 6:30PM
- 2. Roll Call:** Mayor Mathison, Councilmembers Anderson, Shepard, Broekemeier, Youngquist
- 3. Adopt Agenda:** MOTION made by Bollenbeck, seconded by Skramstad, and unanimously carried to approve the agenda.
- 4. Approve Consent Agenda:**
 - a. Approve Minutes of the January 17, 2023, Regular Meeting
 - b. Approve January Claims
 - c. Approve Gambling Permit – Kick Cancer to the Curb
 - d. Accept Resignation from Firefighter – Bradley Hollerbach
- 5. Open Form:** No one spoke at open forum.
- 6. Special Business:**
 - a. Mayoral Proclamation – School Board Member Appreciation Month. Mayor Mathison recognized February 2023 as School Board Member Appreciation Month.
 - b. Mora Area Fire Department Garage Door Purchase Request: Fire Chief Brett Anderson brought forward a request for a new garage door. He further explained that a door's sensor had failed during the fire department's drill and the garage door was damaged beyond repair. MOTION made by Shepard, seconded by Anderson, and unanimously carried to approve the purchase request for a new garage door.
- 7. Public Hearings:** There were no public hearings.
- 8. New Business:**
 - a. Wellness Fund Contribution: The City Council reviewed the request on behalf of the City of Mora / Mora Municipal Utilities employee Steering Committee for wellness activities. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to approve the wellness fund contribution of \$500.00.
 - b. Recommendation for Appointment of Firefighter III – James Hallin: The City Council reviewed the firefighter application. It was noted that Hallin had 17 years with the Mora Area Fire Department prior to and would like to continue his service. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to approve James Hallin as Firefighter III.
 - c. Small Cities Development Program Grant Amendment: Segelstrom brought forward an amendment to the Small Cities Development program and explained the amendment would allow remaining funds to be utilized for project areas that have had expressed interest for the community. The proposed amendment would reallocate \$24,395 of Duplex Rental funds to owner-occupied projects and \$75,000 of Multi-Family Rental to owner-occupied projects. The reallocation will make \$99,395 available for use of owner-occupied projects as they presented a higher demand than rental projects. MOTION made by Anderson, seconded by Shepard, and unanimously carried to approve the grant amendment.

- d. Northstar RE release of escrow funds: The City Council reviewed the request to release escrow funds owed to the City by Northstar RE because of the purchase agreement and promissory note from 2018, that stated Northstar RE would owe \$2,816.96 for each missing job. At the February 7, 2023, Mora EDA meeting, the EDA recommended moving forward with the terms of the agreement and proceed to release the funds held in escrow by certifying Northstar RE's job creation goals have not been met. These funds were held in an escrow at the recommendation of the City Attorney and the City entering into a subordination agreement in August 2022. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to proceed with the steps necessary to release the funds owed to the city from escrow.
- e. Library Grant Letter of Support: Alison Holland and Kizzy Hamilton brought forward a grant that would be submitted on behalf of the Friends of the Mora Library. The grant would be used to develop spaces within the library for youth but required the use of a space owned by local government and have a letter of support. Holland and Hamilton believe that the Library met that criteria and explained there was no matching funds for the "Call for Proposal" grant through The Department of Transformation. The grant would benefit teenage youth in the community. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to allow a letter of support for the Friends of the Library to move forward with the grant application.
- f. Sick Leave Donation Policy: Mandi Yoder, Human Resources Coordinator brought forward a Sick Leave Donation Policy to assist an employee faced with a serious medical condition and did not have sick leave hours. She explained the eligibility requirements for City employees and explained it was not a requirement but a voluntary option for employees to donate hours of sick leave to another employee. Yoder presented two calculation methods, an hour per hour which could be an added expense to the City if there was a difference in hourly rate or an option value which would calculate the dollar amount to hours. The Council further discussed the policy and agreed that the option value would not be a potential expense to the City and still benefit the employee. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to approve sick leave donation policy with the option value.

9. Old Business

- a. Carpet Bids: The City Council reviewed bids for carpet, epoxy surface, painted surface, and installation for the rear office spaces in the "old City Hall". Krie explained that funds were available in the 2023 budget. Mathison suggested to purchase the carpet tiles from Made of MORA and consensus was that Made of MORA provided the best cost savings for carpet tile and that GM flooring had the lowest bid for installation. MOTION made by Shepard, seconded by Youngquist, and carried to approve the purchase of carpet tiles and installation. Anderson abstained.
- b. 9th Street / Highway 65 Turn Lane MnDOT Cooperative Agreement Resolution No. 2023-221. Greg Anderson of SEH provided an update on MnDOT's Local Partnership Program towards the construction of a left turn lane for northbound TH 65 on 9th Street. MnDOT will be funding \$150,000 towards the construction. Greg Anderson explained that the original funds would be in 2026 but learned MnDOT may have funding this year if the project commenced by June 30, 2023. MOTION made by Anderson seconded by

Shepard and unanimously carried to approve the 9th Street Highway 65 Turn Lane MnDOT Cooperative Agreement Resolution No. 2023-221.

- c. Capital Improvement Street Plan – SHE: Greg Anderson of SEH presented the final revision of the Capital Improvement Street Plan. MOTION made by Shepard, seconded by Youngquist, and unanimously carried to adopt the Capital Improvement Street Plan.

10. Communications packet was reviewed: The communications in the packet were reviewed.

- a. KCSO- Monthly Report
- b. MAFD – Monthly Report
- c. Airport Board Meeting Minutes
- d. Planning Commission Meeting Minutes
- e. Economic Development Authority Meeting Minutes
- f. Economic Development Authority Annual Summary of Activities
- g. 2022 Summary of Construction Activity

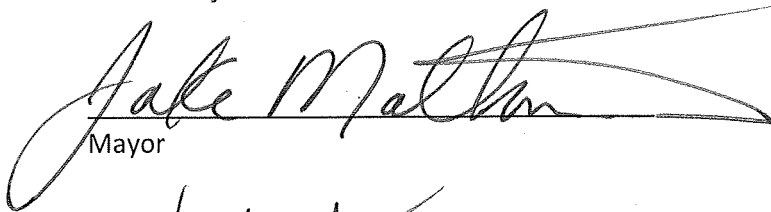
11. Reports:

- a. City Administrator
- b. Councilmember Anderson
- c. Councilmember Broekemeier
- d. Councilmember Shepard
- e. Councilmember Youngquist
- f. Mayor Mathison

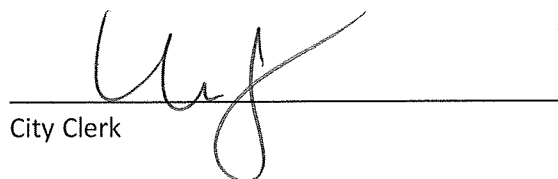
12. Closed Session in accordance with Minn. Stat 13D.05, subd. 3, the City Council may hold a closed session asking price for property, review of confidential appraisals, develop offers or counteroffers. MOTION made by Shepard, seconded by Broekemeier, and unanimously carried to close the meeting in accordance with Minn. Stat 13D.05, subd.3 with the following members in attendance: Mayor Mathison, Councilmembers Anderson, Broekemeier, Shepard, Youngquist, City Administrator Anderson and City Clerk Segelstrom.

MOTION made by Mathison, seconded by Shepard, and unanimously carried to open the meeting at 8:28PM.

13. Adjournment: MOTION by Broekemeier, seconded by Anderson, and unanimously carried to adjourn at 8:29PM.



Mayor



City Clerk

The City of Mora

A Proclamation of the Mayor

Recognizing Minnesota School Board Recognition Month

Whereas, recognizes the importance of public education in our community; and

Whereas, appreciates the vital role played by those individuals who, as local school board members, establish policies to ensure an efficient, effective school system; and

Whereas, school board members serve as a voice that enables our community to preserve local management and control of our public schools; and

Whereas, school board members are charged with representing our local education interests to state and federal governments and ensuring compliance with state and federal laws; and

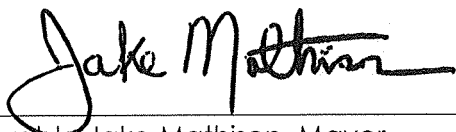
Whereas, school board members selflessly devote their knowledge, time and talents as advocates for our schoolchildren;

Whereas, local school board members are strong advocates for public education and responsible for communicating the needs of the school district to the public and the public's expectations to the district;

Whereas, recognizes and salutes the members of Independent School District #332- Mora Public Schools School Board by proclaiming February 2023 as School Board Recognition Month.

THEREFORE, BE IT RESOLVED that, I, Jake Mathison, by virtue of the authority vested in me as mayor of the City of Mora, do hereby recognizes and salutes the members of Independent School District #332- Mora Public Schools School Board by proclaiming February 2023 as School Board Recognition Month.

Proclaimed this 21th day of February 2023.



The honorable Jake Mathison, Mayor
City of Mora, Kanabec County, Minnesota

