

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, May 18, 2021, in the city hall council chambers.

2. **Roll Call:** Present: Mayor Alan Skramstad, Councilmembers Jody Anderson, Sadie Broekemeier, Jake Mathison, and Kyle Shepard
Absent: none
Staff Present: City Administrator Lindy Crawford, Community Development Director Beth Thorp, and Deputy City Clerk Mandi Yoder
3. **Adopt Agenda:** Skramstad requested the consent agenda item 4h, Temporary Liquor License – Kanabec County Agricultural Society be removed and added to the agenda as item 8j, and to add item 8K, HRA Board Composition to the agenda. MOTION made by Mathison, seconded by Shepard, and unanimously carried by the City Council to approve the agenda as amended.
4. **Consent Agenda:** MOTION made by Broekemeier, seconded by Shepard, and unanimously carried by the City Council to approve the consent agenda as presented.
 - a. Work Session Meeting Minutes – April 20, 2021
 - b. Regular Meeting Minutes – April 20, 2021
 - c. April 2021 Claims
 - d. Massage Therapist License – Asolare Yoga & Wellness
 - e. Accept Restricted Donations RESOLUTION NO. 2021-521
 - f. Approve Hire of Administrative Services Director
 - g. Call for a Public Hearing on Unpaid Utility Charges RESOLUTION NO. 2021-522
5. **Open Forum:** No one spoke at open forum.
6. **Special Business:**
 - a. **Years of Public Service Recognition – Paul Larson:** Skramstad recounted community member Paul Larson’s involvement with helping members of Kanabec County and presented a framed certificate; Larson retired from involvement with the Mora Housing & Redevelopment Authority board after more than 20 years of service in addition to involvement with the Vasa House, Mysa House, and Eastwood projects. Skramstad proclaimed pride of calling Larson his friend, thanked him for the years of service, and wished Larson all the best.

Larson addressed the council expressing a desire that his contributions benefitted the community and stressed the importance of the HRA board functioning as a team and commended the HRA board for the wonderful job of giving direction and guidance along the way. Larson also complimented the staff and thanked the City Council for lending funds when they were needed.
7. **Public Hearings:**
 - a. **Vacation of Public Roadway Easement – Mora Public Schools:** The council reviewed a petition from the Mora Public Schools for the vacation of a public roadway easement located on the property 200 9th Street East, requiring the City Council to conduct a public hearing.

Skramstad opened the public hearing at 6:43 PM, no one spoke from the audience and Thorp commented that no comments were received via email or mail, either for or against; Skramstad closed the public hearing at 6:44 PM. MOTION made by Mathison,

seconded by Shepard, and unanimously carried by the City Council to approve the following resolution:

RESOLUTION NO. 2021-523
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
APPROVING THE VACATION OF A PUBLIC ROADWAY EASEMENT
(see attached)

8. New Business

- a. **Rezoning of 841 Forest Avenue East:** The council reviewed a rezoning request submitted by former and new owners of 841 Forest Avenue East requesting the property be rezoned from an I-1 Limited Industrial District to B-2 General Business District. Thorp noted rezoning the property would be in compliance with the 2009 Comprehensive Plan. MOTION made by Broekemeier, seconded by Anderson, and unanimously carried by the City Council to approve the following ordinance:

ORDINANCE NO. 482
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA,
APPROVING THE REZONING OF 841 FOREST AVENUE EAST,
FROM I-1 LIMITED INDUSTRIAL DISTRICT TO B-2 GENERAL BUSINESS
DISTRICT AS REQUESTED BY EAST FOREST, LLC, AND ANGELA TVEDT

- b. **Conditional Use Permit Request for Solar Energy System – Calvary Lutheran Church of Mora:** The council reviewed a conditional use permit application submitted by Calvary Lutheran Church, of 414 Wood Street South, to allow a Solar Energy System to be located at the subject site located in the R-1 Single Family Residential District. Thorp explained the interconnecting permit, building permit, and all conditions incorporated were reviewed by the planning commission; the planning commission conducted a public hearing, and no comments were received for or against. MOTION made by Mathison, seconded by Broekemeier, and unanimously carried by the City Council to approve the following resolution:

RESOLUTION NO. 2021-524
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA, APPROVING
A CONDITIONAL USE PERMIT ALLOWING A SOLAR ENERGY SYSTEM TO BE LOCATED IN
THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT AS REQUESTED BY REAL SOLAR AND
CALVARY LUTHERAN CHURCH OF MORA
(see attached)

- c. **Conditional Use Permit Request for Solar Energy System – J. Martin Carlson Trust:** The Council reviewed a conditional use permit application submitted by Sun Energy and J. Martin Carlson Trust for the location of 101 Park Street South, to allow the installation of 26 solar mount panels approximately 8 inches off the roof plain, in the B-1 Central Business District. Thorp explained the interconnecting permit, building permit, and all conditions incorporated were reviewed by the planning commission; the planning commission conducted a public hearing, one letter of support for the project was received, and no one spoke either for or against the project at the public hearing.

Thorp explained staff concern over the existing non-conforming solar energy system that was installed prior to city regulation, and cited city attorney Joel Jamnik that the lawful nonconforming array was not part of the expansion and consequently no variance or other approval was required. MOTION made by Mathison, seconded by Shepard, and unanimously carried by the City Council to approve the following

resolution:

RESOLUTION NO. 2021-525

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA,
APPROVING A CONDITIONAL USE PERMIT ALLOWING A SOLAR ENERGY SYSTEM
TO BE LOCATED IN THE B-1 CENTRAL BUSINESS DISTRICT
AS REQUESTED BY SUN ENERGY AND THE J. MARTIN CARLSON TRUST
(see attached)

d. Acceptance of Trail and Electric Utility Easements – Mora Public Schools: Thorp informed the council that after the staff memo was submitted in the council packet, staff learned that the school district's legal counsel had minor concerns with the trail easement and provided suggested changes; after review by city staff and the city attorney, all parties were comfortable with the proposed changes. Thorp stated Mora Public Schools additionally wanted to remove the three electrical utility easements from council consideration to allow the school district and its legal counsel more time to consider electric utility options and the related easements. The council consensus was to remove from consideration the Grant of Permanent Easement for Underground Electric Utility Purposes for the three identified parcels as requested by the school district. MOTION made by Shepard, seconded by Broekemeier, and unanimously carried to accept a permanent easement from Mora Public Schools for the Grant of Permanent Easement for Trail Purposes located at 200 9th Street East.

e. Fire Hall Roof and Furnace Replacement: Crawford reported the fire hall roof was beyond repair and needing replacement which was budgeted in the Capital Improvement Plan for 2021 for the amount of \$100,000. Crawford stated staff received one quote from Thelen Heating & Roofing, Inc. and one from McDowall Company with the lowest quote being McDowall Company in the amount of \$99,700. MOTION made by Anderson, seconded by Broekemeier, and unanimously carried by the City Council to accept the roof replacement quote from McDowell Company in the amount not to exceed \$100,000.

Crawford stated staff recommended replacing the furnaces located on top of the roof which was budgeted for 2024, with one being beyond repair and the other recently failed, during the roof project using funds from the Future Fire Equipment Fund. Crawford reported staff received one quote from RJ Mechanical in the amount of \$10,950. MOTION made by Shepard, seconded by Mathison, and unanimously carried by the City Council to accept the furnace replacement quote from RJ Mechanical in the amount not to exceed \$11,000.

Discussion ensued regarding the possible need to replace the soft underlayment of the roof due to leaks; the council consensus was if 15% of the project cost was the standard rate, then a couple thousand should be enough to plan for the potential expenses of soft underlayment replacement. MOTION made by Anderson, seconded by Shepard, and unanimously carried by the City Council to amend the motion for the roof replacement quote to "\$102,000", therefore the motion now reads, "to accept the roof replacement quote from McDowell Company in the amount not to exceed \$102,000."

f. Coronavirus Response Relief Supplemental Appropriations Act Airport Grant Agreement: The council reviewed a federal grant through a Minnesota Department of Transportation agreement in the amount of \$13,000 to reimburse the city for eligible airport expenses incurred at the Mora Municipal Airport under the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA Act). MOTION made by

Mathison, seconded by Broekemeier, and unanimously carried by the City Council to approve the following resolution:

RESOLUTION NO. 2021-526
AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT
AGREEMENT FOR FEDERAL AIRPORT EXPENSES REIMBURSEMENT
(see attached)

- g. Oakwood Cemetery Project Fund Transfer:** The council discussed the chapel rehabilitation and new columbarium projects at the Oakwood Cemetery, which were part of the 2021 Capital Improvement Plan. Staff reported the quote for the columbarium received by Braham Monument in the amount of \$22,295.35 was \$2,295.35 over budget and requested approval to transfer \$3,000 of the remaining \$9,994.15 funds from the completed chapel project to the columbarium project to complete the columbarium with staff to complete the concrete work. MOTION made by Mathison, seconded by Broekemeier, and unanimously carried by the City Council to approve transferring \$3,000 from the Oakwood Cemetery chapel project to the columbarium project, as presented. MOTION made by Shepard, seconded by Broekemeier, and unanimously carried by the City Council to accept the quote from Braham Monument in the amount not to exceed \$21,000 for a columbarium and the installation of a columbarium. MOTION made by Broekemeier, seconded by Anderson, and unanimously carried by the City Council to approve placement of the new columbarium south of the Veterans Memorial at Oakwood Cemetery as recommended by Staff.
- h. Eastwood Senior Living Management Agreement Addendum:** Crawford presented an addendum to the Eastwood Senior Living management agreement between the Housing & Redevelopment Authority (HRA) and Walker ElderCare Services, Inc. (Walker Methodist), which was needed due to new state law changes, so that Walker Methodist could apply for the licensure. MOTION made by Anderson, seconded by Shepard, and unanimously carried by the City Council to approve the management agreement addendum for Eastwood Senior Living as presented.
- i. Airport Taxilane and Windcone project Contract Award:** Crawford presented the information regarding the airport taxilane rehabilitation and widening and supplemental windcone project estimated at a cost of \$218,000; four bids were received on April 28, 2021, with the lowest bid at \$172,957 from Douglas Kerr Underground, LLC. MOTION made by Broekemeier, seconded by Shepard and unanimously carried by the City Council to approve the recommendation from city engineer SEH to award the contract to Douglas Kerr Underground, LLC for the taxilane rehabilitation and supplemental windcone project services in the amount not to exceed \$172,957. MOTION made by Mathison, seconded by Broekemeier, and unanimously carried to amend the engineering/design contract with SEH to include construction services for the taxilane rehabilitation and supplemental windcone project as presented.
- j. Temporary Liquor License – Kanabec County Agricultural Society:** The council discussed the additional date of August 10, 2021, to be added to a temporary liquor license application for the Kanabec County Agricultural Society's car show at the Fairgrounds that was listed on the Minnesota Department of Alcohol and Gambling application, but not listed on the City application. MOTION made by Anderson, seconded by Shepard, and unanimously carried by the City Council to add the date of

August 10, 2021, to the Kanabec County Agricultural Society Temporary liquor license application and to approve the temporary liquor license as amended.

- k. **HRA Board Composition:** The council recapped discussions from the earlier joint work session held with the Housing & Redevelopment Authority. The council consensus was the board was to consist of the three existing board members, Dennis Olson, Bob Jensen, and Michael Anderson; one council member, Jake Mathison; and to fill the fifth vacant seat of the HRA board with an HRA resident, which would fulfill the federal funding requirements of the board composition. The council consensus was the board composition would satisfy the terms and conditions set by the Public Utilities Commission for the \$200,000 loan issued in November 2020. Staff was directed to advertise for the vacant HRA board position immediately. MOTION made by Mathison, seconded by Shepard, and unanimously carried by the City Council to fill the fifth vacant Mora Housing & Redevelopment Authority (HRA) board seat with an HRA resident.

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

10. **Communications:** The following communications were reviewed.

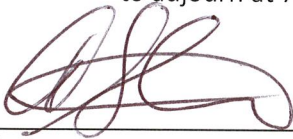
- a. 2021 Employment Survey Results: Thorp expressed happiness regarding this report because it was the highest number of employees for the top 10 employers in Kanabec County that she's seen; Commercial Plastics added 90 new jobs, the biggest employer decrease was RJ Mechanical which was down 17 jobs from last year as it was affected by the COVID-19 pandemic; a lot of RJ Mechanical's projects were for the school – and were also struggling because the pandemic affected their work.
- b. MAFD Monthly Report – April 2021
- c. KCSO Monthly Report – April 2021
- d. City EDA Meeting Minutes – May 4, 2021
- e. Planning Commission Meeting Minutes – May 10, 2021
- f. Airport Board Meeting Minutes – May 11, 2021: Anderson reported Thorp and Anderson would be working on a few items for the hangar land lease agreement and the two will present the final agreement at the next council meeting and airport board meeting due to timing; the board was still working on the fly-in.
- g. Park Board Meeting Minutes – May 11, 2021
- h. Quarterly Financial Reports: Crawford reported as of March 31, the budget was showing a large deficit which was common because the City's largest monies come in June and July in the form of taxes and local government aid (LGA). All funds were performing as expected.

11. Reports

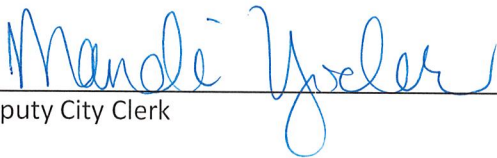
- a. City Administrator: Crawford reported the new administrative services director Amanda Peterson was set to begin work on Tuesday, all offices would be closed on Monday for Memorial Day, the MAC assistant manager started this week, Krie would be spending a majority of time at the MAC and the MAC water was turned on today. There were two seasonal positions for the public works department, streets and water/wastewater. The new silver street service truck had arrived for Joe, and Joe's maroon colored truck would move to the parks division.
- b. Councilmember Anderson: Anderson was approached by a resident giving the City the first option to purchase the 701 2nd Street property which had 23 acres and two houses at the approximate cost of \$500,000.
- c. Councilmember Broekemeier: Broekemeier requested a post be put on Facebook notifying the community that the Kids Kingdom restrooms would be open soon.

- d. Councilmember Mathison: Mathison explained after being approached by a citizen about vermin and rodents in the old Shopko building, staff did some investigating and found the owner had contracted Johnson's Hardware to have the building secured after the sprinkler system went off last fall/winter, there were currently no vermin or rodents in the building, only a few ceiling tiles on the floor from the sprinkler event, and Mathison mentioned the need to fill the location.
- e. Councilmember Shepard: Shepard reported the Park Board was doing a great job getting hand sanitizing stations at the parks and Fall Fest planning was moving along nicely. Discussion ensued about the delayed opening of the Kids Kingdom restrooms due to a water situation over the winter; Anderson added, the Kids Kingdom restroom door when closed, had enough of a gap for people to still get through.
- f. Mayor Skramstad: Skramstad informed Kohlgraf that the northwest corner cemetery water spigot was dripping and may need to be looked at; a Memorial Day ceremony would be taking place at the Oakwood Cemetery at 10:00am and at the Catholic Cemetery at 9:00am.

12. Adjournment: MOTION made by Shepard, seconded by Mathison, and unanimously carried to adjourn at 7:39 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:
Jeffrey or Rosemarie Krie	\$200.00	Donation for Dog Park
Terry Johnson	\$700.00	Donation for Dog Park / Pet Waste Station
Carmen & Sarah Finn	\$500.00	Donation for Dog Park
Bug Commander Pest Solutions	\$500.00	Donation for Dog Park
Montray Insurance / David Montray	\$500.00	Donation for Dog Park
Knowler Design (via Brianne & John Roycroft)	\$100.00	Donation for Dog Park
Emily Pitman	\$500.00	Donation for Dog Park
Spire Credit Union	\$300.00	Donation for 2021 Airport Fly-In

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 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 18th day of May 2021.

ATTEST:


Lindy Crawford, City Administrator


Al Skramstad, Mayor

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
CALLING FOR A PUBLIC HEARING ON PROPOSED ASSESSMENT OF UNPAID UTILITY CHARGES**

WHEREAS, unpaid utility charges are typically considered for assessment two times a year, in June and November; and,

WHEREAS, Mora City Code § 50.24, subd. C, states that property owners have an opportunity for a hearing before the Public Utility Commission; and,

WHEREAS, the amounts of bad debt have been minimized through diligent collection efforts by staff.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Mora, Kanabec County, Minnesota that:

1. A hearing shall be held at 3:00 p.m. on June 14, 2021 in the city hall located at 101 Lake St S to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk 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/she shall state in the notice the total cost of the assessment. He/She 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 hearing.
3. The owner of any property so assessed may, at any time prior to certification of the unpaid charges to the County Auditor, pay the whole of the certified unpaid charges on such property to the City Clerk. An owner may at any time thereafter, pay the City Clerk or County Auditor, the entire amount certified and remaining unpaid of the year in which such payment is made.

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

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

Motion carried and resolution adopted this 18th day of May 2021.

ATTEST:

L. Crawford
Lindy Crawford, City Administrator

Al Skramstad
Al Skramstad, Mayor

RESOLUTION NO. 2021-523

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
APPROVING THE VACATION OF A PUBLIC ROADWAY EASEMENT**

WHEREAS, Mora Public Schools submitted a written petition dated April 15, 2021 for the vacation of a public roadway easement on property located at 200 9th Street E.; and

WHEREAS, Vasaloppet, Inc. provided written consent to the petition on April 15, 2021, constituting a majority of abutting property owners petitioning for the vacation; and

WHEREAS, Addendum A, Road Easement Vacation Exhibit dated signed April 5, 2021, illustrates the public roadway easement to be vacated and legally describes it as:

The South 33.00 feet of the Southeast Quarter of the Southwest Quarter of Section 2, Township 39 North, Range 24 West of the Fourth Principal Meridian, Kanabec County, Minnesota, EXCEPT the West 33.00 feet thereof.

AND

The South 33.00 feet of the Southwest Quarter of the Southeast Quarter of Section 2, Township 39 North, Range 24 West of the Fourth Principal Meridian, Kanabec County, Minnesota.

AND

The North 33.00 feet of the Northeast Quarter of the Northwest Quarter of Section 11, Township 39 North, Range 24 West of the Fourth Principal Meridian, Kanabec County, Minnesota, EXCEPT the West 33.00 feet thereof.

AND

The North 33.00 feet of the Southwest Quarter of the Southeast Quarter of Section 2, Township 39 North, Range 24 West of the Fourth Principal Meridian, Kanabec County, Minnesota.

WHEREAS, Mora Public Schools owns all land lying north and south of the above described easement; and

WHEREAS, two weeks published and posted notice of a public hearing to consider the petition was given and the hearing was held on May 18, 2021, at which time all persons desiring to be heard were given an opportunity to be heard thereon; and

WHEREAS, the City Council deems it to be in the best interest of the city and of the public that the proposed vacation be made; and

WHEREAS, the Council considered the extent the vacation affects existing easements within the area of the vacation and the extent to which the vacation affects the authority of any persons, corporation, or municipality owning or controlling electric, telephone or cable television poles and lines, gas and sewer lines, or water pipes, mains and hydrants on or under the area of the proposed vacation to continue maintaining the same, or to enter upon such easement area or portion thereof vacated to maintain, repair, replace, remove or otherwise attend thereto.

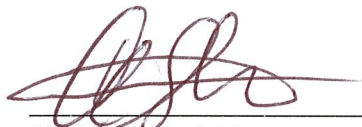
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mora, MN that the above described public roadway easement, as shown and illustrated on Addendum A, and any interest the City of Mora may have in said easement is hereby vacated conditioned upon the following:

1. Mora Public Schools shall provide the City of Mora with all permanent electrical and trail easements related to this property.
2. The relocated city-owned multi-purpose trail must be constructed in coordination with the City Administrator and in a satisfactory manner.

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

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

Motion carried and resolution adopted this 18th day of May, 2021.

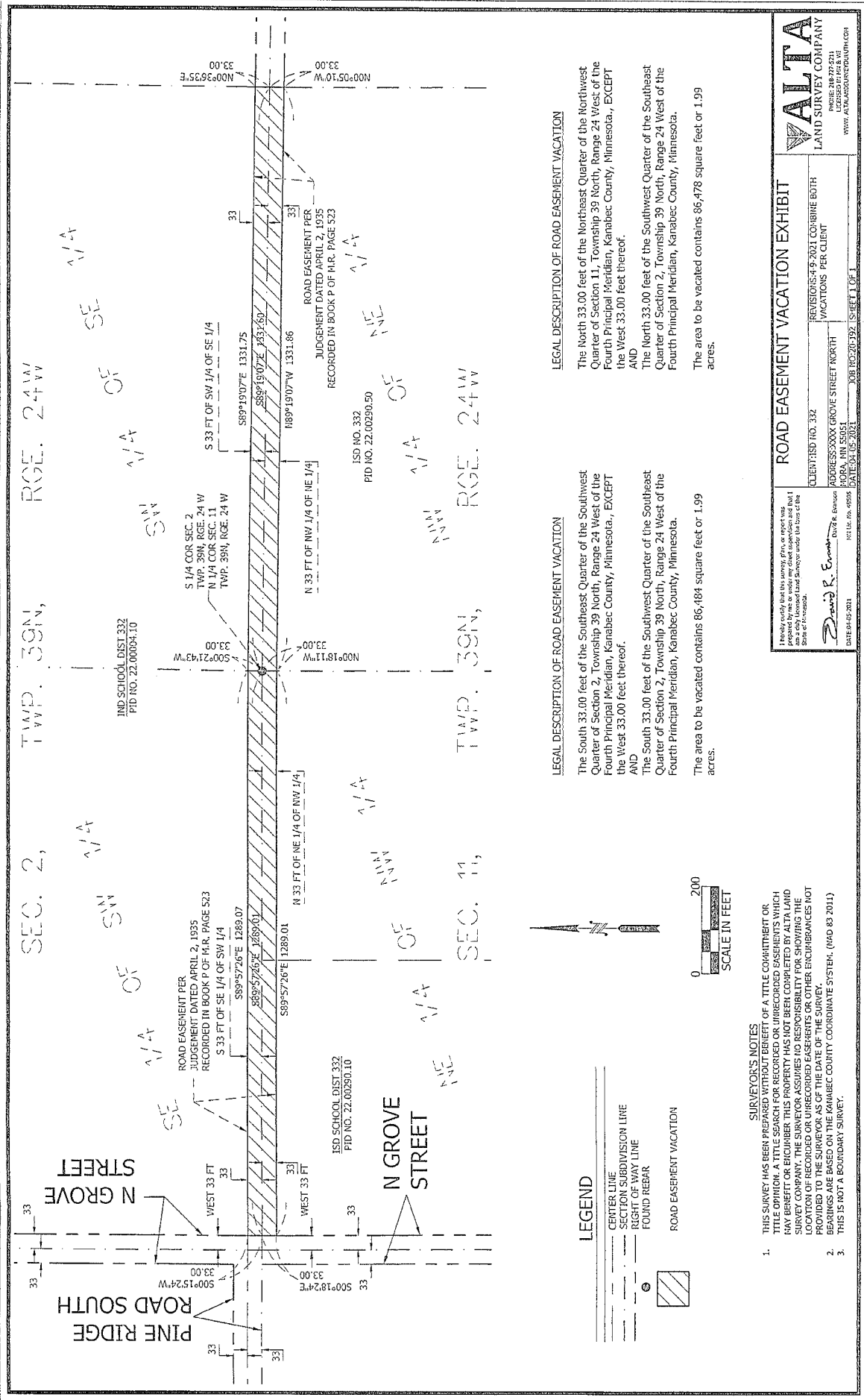


Alan Skramstad, Mayor

ATTEST:


Lindy Crawford, City Administrator

ADDENDUM A



RESOLUTION NO. 2021-524

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA, APPROVING A
CONDITIONAL USE PERMIT ALLOWING A *SOLAR ENERGY SYSTEM* TO BE LOCATED IN
THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT AS REQUESTED BY REAL SOLAR
AND CALVARY LUTHERAN CHURCH OF MORA**

WHEREAS, REAL Solar, applicant, and Calvary Lutheran Church of Mora, property owner, submitted an application dated received April 6, 2021 and considered complete on April 16, 2021 for a Conditional Use Permit allowing a *Solar Energy System* to be located in the R-1 Single Family Residential District; and

WHEREAS, the subject property is located at 414 Wood Street S.; and

WHEREAS, the subject property is legally described as:

PID 22.04220.00
*Lots 7, 8, 9, 10, 11 & 12, Block 8, Park Addition to Mora
Section 14 Township 039 Range 024
Kanabec County, Minnesota*

WHEREAS, notice was provided and on May 10, 2021, the Planning Commission conducted a public hearing regarding this application, at which it heard from the Community Development Director and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the request; and

WHEREAS, the City Council considered the request and the Planning Commission's recommendation at its May 18, 2021 meeting and made the following finding as required by Zoning Code §150.036 Conditional Uses, Subd. E Standards:

- | | |
|-------------|---|
| Criteria #1 | The use is consistent with the purposes and intent of the Zoning Code and the purposes and intent of the zoning district in which the applicant intends to locate the proposed use. |
| Finding #1 | <i>The Zoning Code identifies the proposed use of Solar Energy System as a Conditional Use within the R-1 Single Family Residential District and the proposed use complies with all district regulations. Further, the Zoning Code encourages the use of renewable energy systems, including solar energy systems, which have a positive impact on energy conservation with limited adverse impact on nearby properties. Therefore, the proposed use is consistent with the intent of the Zoning Code and the R-1 Single Family Residential District.</i> |
| Criteria #2 | The use is in keeping with the Comprehensive Plan and the policies thereof. |
| Finding #2 | <i>The city's current Comprehensive Plan, adopted in 2009, does not address the use of Solar Energy Systems. However, the proposed use aligns with the Comprehensive Plan goal of protecting and enhancing the city's natural resources to preserve the city's living environment.</i> |
| Criteria #3 | The use will not cause undue traffic congestion or hazards. |

- Finding #3* *Given that the proposed Solar Energy System is a flush-mount system located on a structure roof, the proposed use will have no impact on traffic and will not cause undue traffic congestion in the general area.*
- Criteria #4 The use will be adequately served by public utilities and all other necessary public facilities and services.
- Finding #4* *The property is currently served by municipal water, sewer, and electric service; and, the property is adequately served by all other public services, including public streets and emergency services.*
- Criteria #5 The structure and the site shall have an appearance that will not have an adverse effect upon adjacent properties.
- Finding #5* *The proposed Solar Energy System is a flush-mount system located on a structure roof with little to no visibility from adjacent properties. There is no evidence to suggest that the appearance will have an adverse effect upon adjacent properties.*
- Criteria #6 The use will be sufficiently compatible by distance or screened from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land.
- Finding #6* *The proposed use will have little to no visibility from adjacent residential properties. The city believes that the proposed use is compatible by virtue of its roof-top location.*
- Criteria #7 The use will not jeopardize the public's health, safety or general welfare.
- Finding #7* *There is no evidence to suggest that the proposed use will jeopardize the public's health, safety or general welfare.*

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mora, MN hereby approves the Conditional Use Permit subject to the following conditions:

1. The Solar Energy System shall be installed in conformance with the plans and specifications dated received April 6, 2021. Any major deviation, as determined by city staff, shall require further review and approval by the City Council.
2. The property owner is required to enter into an interconnection agreement with Mora Municipal Utilities.
3. The applicant and/or property owner shall coordinate with Mora Municipal Utilities electric utility staff regarding:
 - a. Installation and location of required visible, lockable disconnect and metering equipment and associated labeling.
 - b. Verification of inverter equipment and related protection per submittal (verify UL1741 and IEEE 1547 designations on Fronius 10.0-3 240 Inverters and verify fuse rating of 60A per one-line diagram).
 - c. Acceptance testing of the installation prior to commercial operation.
 - d. Involvement of electric utility staff during power switchover.
4. A service / meter upgrade may be necessary. The expense of equipment and labor shall be the responsibility of the property owner.
5. The Solar Energy System shall be certified by Underwriters Laboratories, Inc. and comply with the requirements of the International Building Codes and Minnesota State Building Codes.

6. Issuance of a building permit is required prior to installation. The manufacturer's specifications must be submitted with the building permit application.
7. The manufacturer's specifications must be on-site and available to city and utility staff at all times during installation and inspections.
8. If the property owner re-roofs the structure at any time while the solar panels are located on the roof, the color of the new roofing materials must be the same as or similar to the color of the solar panels.
9. This Conditional Use Permit shall be utilized and all conditions shall be met within one year of recording or the Conditional Use Permit shall become null and void.
10. If the Solar Energy System becomes inoperable for 12 successive months, the system shall be deemed abandoned and a public nuisance. The property owner shall remove the abandoned system and all associated equipment at their expense after obtaining a demolition permit. Removal must be completed within 90 days following the 12 month period.

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

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

Motion carried and resolution adopted this 18th day of May, 2021.


Alan Skramstad, Mayor

ATTEST: 
Lindy Crawford, City Administrator

RESOLUTION NO. 2021-525

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA, APPROVING A
CONDITIONAL USE PERMIT ALLOWING A *SOLAR ENERGY SYSTEM* TO BE LOCATED IN THE B-1 CENTRAL
BUSINESS DISTRICT AS REQUESTED BY SUN ENERGY AND THE J. MARTIN CARLSON TRUST**

WHEREAS, Sun Energy, applicant, and the J. Martin Carlson Trust, property owner, submitted an application dated received April 12, 2021 and considered complete on April 16, 2021 for a Conditional Use Permit allowing a *Solar Energy System* to be located in the B-1 Central Business District; and

WHEREAS, the subject property is located at 101 Park Street S.; and

WHEREAS, the subject property is legally described as:

PID 22.03290.00

*North Half of Lot one (N ½ of Lot 1), Block Eight (8),
Kent & Danforth's Addition to the Village of Mora, Minnesota.*

AND

*All that part of SE ¼ of SW ¼ Section Eleven (11), Township Thirty-Nine (39), Range Twenty-Four (24),
Kanabec County, Minnesota, lying between Lot 1, Block 8, Kent & Danforth's Addition to the Village of
Mora, Minnesota and the Great Northern Railway right of way.*

AND

*That part of the former Great Northern Railway right of way, located in the Southeast Quarter of the
Southwest Quarter of Section 11, Township 39, Range 24,*

Kanabec County, Minnesota, described as follows:

*Commencing at the northeast corner of Lot 1, Block 8, Kent & Danforth's Addition to the Village of Mora,
Kanabec County, Minnesota, thence northerly, along the northerly extension of the east line of said Lot 1,
a distance of 45 feet to the point of beginning of the property to be described; thence westerly, parallel
with the north line of said Lot 1 a distance of 150 feet, more or less, to the intersection with the northerly
extension of the west line of said Lot 1, thence southerly, along the northerly extension of said west line a
distance of 20 feet, more or less, to the southerly right of way line of said former Great Northern
Railway; thence easterly, along said right of way line a distance of 150 feet, more or less, to the
intersection with the northerly extension of the east line of said Lot 1; thence northerly, along the
northerly extension of said east line a distance of 20 feet, more or less, to the point of beginning.*

WHEREAS, notice was provided and on May 10, 2021, the Planning Commission conducted a public hearing regarding this application, at which it heard from the Community Development Director and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the request; and

WHEREAS, the City Council considered the request and the Planning Commission's recommendation at its May 18, 2021 meeting and made the following finding as required by Zoning Code §150.036 Conditional Uses, Subd. E Standards:

Criteria #1 The use is consistent with the purposes and intent of the Zoning Code and the purposes and intent of the zoning district in which the applicant intends to locate the proposed use.

- Finding #1 The Zoning Code identifies the proposed use of Solar Energy System as a Conditional Use within the B-1 Central Business District and the proposed use complies with all district regulations. Further, the Zoning Code encourages the use of renewable energy systems, including solar energy systems, which have a positive impact on energy conservation with limited adverse impact on nearby properties. Therefore, the proposed use is consistent with the intent of the Zoning Code and the B-1 Central Business District.*
- Criteria #2 The use is in keeping with the Comprehensive Plan and the policies thereof.
- Finding #2 The city's current Comprehensive Plan, adopted in 2009, does not address the use of Solar Energy Systems. However, the proposed use aligns with the Comprehensive Plan goal of protecting and enhancing the city's natural resources to preserve the city's living environment.*
- Criteria #3 The use will not cause undue traffic congestion or hazards.
- Finding #3 Given that the proposed Solar Energy System is a flush-mount system located on a structure roof, the proposed use will have no impact on traffic and will not cause undue traffic congestion in the general area.*
- Criteria #4 The use will be adequately served by public utilities and all other necessary public facilities and services.
- Finding #4 The property is currently served by municipal water, sewer, and electric service; and, the property is adequately served by all other public services, including public streets and emergency services.*
- Criteria #5 The structure and the site shall have an appearance that will not have an adverse effect upon adjacent properties.
- Finding #5 The proposed Solar Energy System is a flush-mount system located on a structure roof so as to create the least amount of visibility from adjacent properties. There is no evidence to suggest that the appearance will have an adverse effect upon adjacent properties.*
- Criteria #6 The use will be sufficiently compatible by distance or screened from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land.
- Finding #6 The proposed project includes the installation of dark-colored solar panels on a roof with dark-colored shingles. The city believes that the proposed use is compatible by virtue of its roof-top location and similar coloring with existing roofing materials.*
- Criteria #7 The use will not jeopardize the public's health, safety or general welfare.
- Finding #7 There is no evidence to suggest that the proposed use will jeopardize the public's health, safety or general welfare.*

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mora, MN hereby approves the Conditional Use Permit subject to the following conditions:

1. The Solar Energy System shall be installed in conformance with the plans and specifications dated received April 12, 2021. Any major deviation, as determined by city staff, shall require further review and approval by the City Council.

2. The property owner is required to enter into an interconnection agreement with Mora Municipal Utilities.
3. The applicant and/or property owner shall coordinate with Mora Municipal Utilities electric utility staff regarding:
 - a. Installation and location of required visible, lockable disconnect and metering equipment and associated labeling.
 - b. Verification of inverter equipment and related protection per submittal (verify UL1741 and IEEE1547 designations on Fronius 10.0-3 240 Inverters and verify 40A breaker ratings per one-line diagram).
 - c. Acceptance testing proving that the anti-islanding and metering equipment is working properly prior to commercial operation.
 - d. Involvement of electric utility staff during power switchover.
4. A service / meter upgrade may be necessary. The expense of equipment and labor shall be the responsibility of the property owner.
5. The Solar Energy System shall be certified by Underwriters Laboratories, Inc. and comply with the requirements of the International Building Codes and Minnesota State Building Codes.
6. Issuance of a building permit is required prior to installation. The manufacturer's specifications must be submitted with the building permit application.
7. The manufacturer's specifications must be on-site and available to city and utility staff at all times during installation and inspections.
8. If the property owner re-roofs the structure at any time while the solar panels are located on the roof, the color of the new roofing materials must be the same as or similar to the color of the solar panels.
9. This Conditional Use Permit shall be utilized and all conditions shall be met within one year of recording or the Conditional Use Permit shall become null and void.
10. If the Solar Energy System becomes inoperable for 12 successive months, the system shall be deemed abandoned and a public nuisance. The property owner shall remove the abandoned system and all associated equipment at their expense after obtaining a demolition permit. Removal must be completed within 90 days following the 12 month period.

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

Voting for the resolution:

Voting against the resolution:

Abstained from voting:

Absent:

Mayor Skramstad, Anderson, Braekemeier, Mathison, & Shepard.

none

none

none

Motion carried and resolution adopted this 18th day of May, 2021.



Alan Skramstad, Mayor

ATTEST:



Lindy Crawford, City Administrator

RESOLUTION 2021-526

AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR FEDERAL AIRPORT
EXPENSES REIMBURSEMENT

It is resolved by the City of Mora as follows:

1. That the state of Minnesota Agreement No. 1046752,
"Grant Agreement for Federal Airport Expenses Reimbursement," for
State Project No. A3301-C2 at the Mora Municipal is accepted.
2. That the Mayor and City Administrator are
(Title) (Title)
authorized to execute this Agreement and any amendments on behalf of the
City of Mora.

CERTIFICATION

STATE OF MINNESOTA

COUNTY OF Kenabe

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

City Council of the City of Mora, MN
(Name of the Recipient)

at an authorized meeting held on the 18 day of May, 2021
as shown by the minutes of the meeting in my possession.

Signature:

Mandi M. Joder
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

Kelly Erickson
NOTARY PUBLIC

My Commission Expires: January 31, 2024

