

Pursuant to due call and notice thereof Mayor Pro-Tem Jody Anderson called to order the regular meeting of the Mora City Council at 6:30 PM on Tuesday, June 15, 2021, in the city hall council chambers.

2. **Roll Call:** Present: Councilmembers Jody Anderson, Sadie Broekemeier, Jake Mathison, and Kyle Shepard  
Absent: Mayor Alan Skramstad  
Staff Present: City Administrator Lindy Crawford, Community Development Director Beth Thorp, and Deputy City Clerk Mandi Yoder
3. **Adopt Agenda:** MOTION made by Mathison, seconded by Shepard, and unanimously carried by the City Council to approve the agenda as presented.
4. **Consent Agenda:** MOTION made by Mathison, seconded by Broekemeier, and unanimously carried by the City Council to approve the consent agenda as presented.
  - a. Work Session Minutes – May 18, 2021
  - b. Regular Meeting Minutes – May 18, 2021
  - c. May 2021 Claims
  - d. Gambling Permit – MAFD Relief Association
  - e. Fire Hall Use Request – MAFD Relief Association
  - f. Approve Hire of Administrative Services Director
  - g. Accept Restricted Donations RESOLUTION NO. 2021-621
  - h. Certification of Unpaid Utility Charges RESOLUTION NO. 2021-622
5. **Open Forum:** No one spoke at open forum.
6. **Special Business:**
  - a. **Resolution in Support – County-wide Broadband Internet:** The council reviewed information presented regarding a county-wide broadband effort for high-speed internet services. The council approved the following motion because of the need for high speed internet for all county residents. MOTION made by Mathison, seconded by Shepard, and unanimously carried by the City Council to approve the following resolution:

RESOLUTION NO. 2021-623  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
PROVIDING SUPPORT FOR BROADBAND (HIGH SPEED) INTERNET SERVICES  
IN KANABEC COUNTY, MINNESOTA  
(see attached)

7. **Public Hearings:** There were no public hearings.
8. **New Business**
  - a. **American Rescue Plan (ARP) and Coronavirus State and Local Fiscal Recovery Funds (CSLFRF/CLFRF):** Crawford reported on March 11, 2021, in response to the COVID-19 pandemic, President Biden signed into law the American Rescue Plan (ARP). Crawford expounded the ARP contained the Coronavirus State and Local Fiscal Recovery Funds program (CSLFRF) and each township, city, and county must apply in order to participate. The funds, if approved and as determined by the State of Minnesota, could be used for five objectives with the spending deadline of December 31, 2024:
    - Support public health expenditures,

- Address negative economic impacts caused by the public health emergency,
- Replace lost public sector revenue,
- Provide premium pay for essential workers,
- Invest in water, sewer, and broadband infrastructure.

Crawford stated 50% of the CSLFRF funds would arrive in June/July 2021 with the remaining 50% arriving one year later. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried by the City Council to approve the following resolution:

RESOLUTION NO. 2021-624

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
TO APPLY FOR THE CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS  
ESTABLISHED UNDER THE AMERICAN RESCUE PLAN  
(see attached)

- b. **Minor Subdivision – Youngblom & McNally and Torrey:** The council reviewed an application for a minor subdivision to split property from 930 Highway 65 South, owned by Torrey, and combine it with property at 207 Pine Grove Street, owned by Youngblom and McNally. Thorp explained the subdivision would bring the Youngblom and McNally property into compliance for frontage on public-right-of-way in addition to smoothing out the property lines and making them more useful. MOTION made by Shepard, seconded by Mathison, and unanimously carried by the City Council to approve the following resolution:

RESOLUTION NO. 2021-625

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA APPROVING  
A MINOR SUBDIVISION AS REQUESTED BY THOMAS YOUNGBLOM & KRISTINE McNALLY  
AND THE JERRY F. TORREY TRUST & DIANE I. TORREY TRUST  
(see attached)

- c. **Dog Park Rules & Text Amendment – Off-leash Dog Park regulations:** The council reviewed rules for the proposed dog park and reviewed the amending text to city code to allow for regulations at the off-leash dog park. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried by the City Council to adopt the dog park rules as presented. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried by the City Council to adopt the following ordinance as presented:

ORDINANCE NO. 483

AN ORDINANCE AMENDING CHAPTER 90 (ANIMALS) AND CHAPTER 55 (PARKS, TRAILS  
AND OPEN SPACE) OF THE MORA CITY CODE TO INCLUDE  
REGULATIONS AT AN OFF-LEASH DOG PARK  
(see attached)

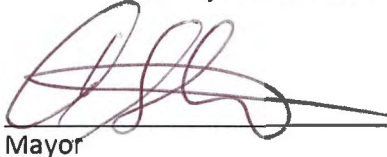
- d. **Fencing for Dog Park:** The council reviewed quotes presented for the fencing materials and installation at the dog park. Crawford recommended moving forward with the fence quote from Century because the fence included three (3) inch piping instead of the lowest bid with two and three-eighths inch piping.

Discussion ensued regarding parking, usage of the overall area by other groups, handicap accessibility, and dogs on leashes. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried by the City Council to accept the quote from Century Fence Company for fencing for the dog park.

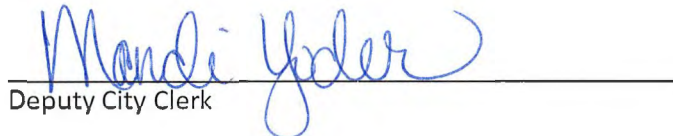
- e. **Public Building Rent Increase – 100 Union Street South:** The council reviewed staff's recommendation to increase the rent for the public building leased to the Vasaloppet, Inc., located at 100 Union Street South, from \$200.00 per month to \$210.00 per month, and begin September 1, 2021 with the lease agreement ending August 31, 2023; increasing the rate would be consistent with other public building rental rates. MOTION made by Mathison, seconded by Shepard, and unanimously carried by the City Council to approve a rent increase of 5% beginning September 1, 2021, for the public building leased to the Vasaloppet, Inc. and located at 100 Union Street South, as presented.
  - f. **Public Building Lease Agreement Renewal – 16 Lake Street North:** The council reviewed a new lease agreement with Pine Technical and Community College (Pine Tech) for the building space at 16 Lake Street North, also known as the Teleworks Center. The new lease agreement was set to begin July 1, 2021, and end June 30, 2024; rent would be \$210.00 per month and would increase 5% to \$220.00 per month from July 1, 2022, through June 30, 2024; Pine Tech would sublet the space to the Mora Area Chamber of Commerce in the duration of the lease. MOTION made by Shepard, seconded by Broekemeier, and unanimously carried by the City Council to approve the proposed lease agreement with the State of Minnesota, by and through the Board of Trustees of Minnesota State Colleges and Universities on behalf of Pine Technical and Community Colleges for the public building located at 16 Lake Street North, as presented.
  - g. **COVID-19 Vaccination Efforts Discussion:** The council discussed Park Board member concerns that the Mayor and City Administrator gave permission to Kanabec County Public Health to set up a small COVID-19 vaccination tent at Library Park during the June 10<sup>th</sup> Music in the Park (MITP) event without conferring with Park Board members. Discussion ensued regarding the parameters of authority of the Park Board, the Mayor, and the City Administrator. The Council consensus was to occasionally allow a non-distracting vaccination tent, hosted by Kanabec County Public Health, to take place at some future Music in the Park events if Public Health requested. Anderson stated the city had been supportive of all Kanabec County Public Health and MDH's efforts during the pandemic, and that the city would continue to do so.
9. **Old Business:** There were no old business items to discuss.
10. **Communications:** The following communications were reviewed.
- a. Airport Board Meeting Minutes – June 8, 2021: Anderson reported the hangar land lease agreement was ready to be presented to council at an August work session; fly-in donations had been received and was scheduled to take place the 19<sup>th</sup> of September with the Lions club hosting a pancake breakfast.
  - b. MAFD Monthly Report – May 2021
  - c. KCSO Monthly Report – May 2021
11. **Reports**
- a. City Administrator: Crawford reported former City Clerk of 27 years, Dottie McCallum, passed away and flowers would be sent to her service on behalf of the city using monies from the general fund; the City EDA was moving forward with a promotional video in conjunction with the school district and the video would be filmed all day June 24, 2021.
  - b. Councilmember Anderson: Nothing new to report.
  - c. Councilmember Broekemeier: Nothing new to report.

- d. Councilmember Mathison: Mathison reported being approached about concerns over excessive noise from the basketball court at Library Park late into the evening/early morning hours. It was declared the best option for a resolution was for residents to contact the Sheriff's Office.
- e. Councilmember Shepard: Shepard stated a resident had asked about a stop sign for the corner of Grove Street and Bean Avenue and received complaints about fireworks at 2:00-3:00am.
- f. Mayor Skramstad: Absent

**12. Adjournment:** MOTION made by Shepard, seconded by Mathison, and unanimously carried to adjourn at 7:18 PM.

  
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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:
Kwik Trip	\$300.00	Donation for 2021 Airport Fly-In
East Central Regional Arts Council	\$8,677.00	2021 Music in the Park Grant
Jeffrey or Rosemarie Krie	\$100.00	Donation for 2021 Music in the Park
Recovering Hope Treatment Center, Inc.	\$100.00	Donation for 2021 Music in the Park
James or Darci Wikelius	\$100.00	Donation for Dog Park
Just Wild	\$100.00	Donation for 2021 Music in the Park
North Country Bottle Shop	\$100.00	Donation for 2021 Music in the Park
Mora Lions Club	\$100.00	Donation for 2021 Music in the Park
Mora Public Schools	\$100.00	Donation for 2021 Music in the Park
First Citizens Bank	\$100.00	Donation for 2021 Music in the Park
Neighborhood National Bank	\$100.00	Donation for 2021 Music in the Park
Anonymous	\$4,650.00	Donation for Dog Park
Kanabec County	\$100.00	Donation for 2021 Music in the Park
Welia Health	\$100.00	Donation for 2021 Music in the Park
Lane and Jonathan Burley	\$200.00	Donation for Water Station at Dog Park

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 Mathison and seconded by Council Member Brackemeier.

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

Motion carried and resolution adopted this 15<sup>th</sup> day of June 2021.

ATTEST:



Lindy Crawford, City Administrator



Al Skramstad, Mayor

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
CERTIFYING UNPAID UTILITY CHARGES**

WHEREAS, pursuant to proper notice duly given as required by law, the city council has met, heard, and passed upon all objections to the proposed certifications of unpaid charges for municipal fees and utilities; 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:

Such proposed certification of unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute a lien against the lands named herein.

Such certification shall be payable over a period of one year on or before the first Monday in January.

The owner of the affected property may, at any time prior to certification of unpaid charges to the County Auditor, pay the whole of the certified unpaid charges on such property to the City Clerk. The taxpayer may at any time thereafter, pay the City Clerk or County Auditor, the entire amount certified and remaining unpaid of the year in which payment is made.

The clerk shall forthwith transmit a certified copy of this certification role to the County Auditor to be extended on the property tax lists of the county and such certified unpaid charges shall be collected and paid over in the same manner as property taxes or special assessments.

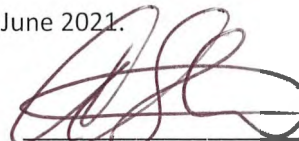
**EXHIBIT 1**

Taxpayer Name	Full Property Address	Parcel ID	Total To Certify
H. RICHARDSON	313 HOWE AVE	22.03785.00	941.96
J. JABAS	724 HWY 65 N	22.00365.00	274.33
			<u>\$1,216.29</u>

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

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

Motion carried and resolution adopted this 15<sup>th</sup> day of June 2021.

  
 Al Skramstad, Mayor

ATTEST:

  
 Lindy Crawford, City Administrator

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
PROVIDING SUPPORT FOR BROADBAND (HIGH SPEED) INTERNET SERVICES  
IN KANABEC COUNTY, MINNEOSTA**

WHEREAS, the Kanabec County Economic Development Authority (EDA), Aitkin County Growth, Pine County and Mille Lacs Tribal Economy are working collaboratively to provide efficient and affordable broadband (high-speed) internet services to our region.

WHEREAS, recent information ranks our region in the greatest need for broadband across the state of Minnesota. Out of 87 counties in Minnesota, Kanabec County ranks 87th, Pine County ranks 84th, and Aitkin County ranks 81st in the availability of high-speed internet.


WHEREAS, collaboratively the mission is to provide high-speed internet to every home and business, fostering community vitality, affordable and quality health care, equitable education, a strong economy and efficient government.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Mora, Kanabec County, Minnesota that City of Mora supports the Kanabec County Accelerate Team's efforts, to improve access and quality of broadband (high-speed) internet to Kanabec County businesses and residents.

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

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

Motion carried and resolution adopted this 15<sup>th</sup> day of June 2021.



Al Skramstad, Mayor

ATTEST:

  
Lindy Crawford, City Administrator



**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
TO APPLY FOR THE CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS ESTABLISHED UNDER  
THE AMERICAN RESCUE PLAN ACT**

WHEREAS, since the first case of coronavirus disease 2019 (COVID-19) was discovered in the United States in January 2020, the disease has infected over 32 million and killed over 575,000 Americans ("Pandemic"). The disease has impacted every part of life: as social distancing became a necessity, businesses closed, schools transitioned to remote education, travel was sharply reduced, and millions of Americans lost their jobs;

WHEREAS, as a result of the Pandemic, cities have been called on to respond to the needs of their communities through the prevention, treatment, and vaccination of COVID-19.

WHEREAS, city revenues, businesses and nonprofits in the city have faced economic impacts due to the Pandemic.

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 ("ARPA") which included \$65 billion in recovery funds for cities across the country.

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

WHEREAS, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds.

WHEREAS, the City, in response to the Pandemic, has had expenditures and anticipates future expenditures consistent with the Department of Treasury's ARPA guidance.

WHEREAS, the State of Minnesota will distribute ARPA funds to the City because its population is less than 50,000.


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

1. The City intends to collect its share of ARPA funds from the State of Minnesota to use in a manner consistent with the Department of Treasury's guidance.
2. City staff, together with the Mayor and the City Attorney are hereby authorized to take any actions necessary to receive the City's share of ARPA funds from the State of Minnesota for expenses incurred because of the Pandemic.
3. City staff, together with the Mayor and the City Attorney are hereby authorized to make recommendations to the City Council for future expenditures that may be reimbursed with ARPA funds.

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

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

Motion carried and resolution adopted this 15<sup>th</sup> day of June 2021.

  
\_\_\_\_\_  
Al Skramstad, Mayor

ATTEST:

  
\_\_\_\_\_  
Lindy Crawford, City Administrator

RESOLUTION NO. 2021-625

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
APPROVING A MINOR SUBDIVISION AS REQUESTED BY THOMAS YOUNGBLOM & KRISTINE McNALLY  
AND THE JERRY F. TORREY TRUST & DIANE I. TORREY TRUST**

WHEREAS, Thomas Youngblom & Kristine McNally and Diane Torrey (representing the Jerry F. Torrey Trust and Diane I. Torrey Trust), property owners, submitted an application dated received June 4, 2021 and considered complete on June 10, 2021, for a minor subdivision; and

WHEREAS, the proposed minor subdivision involves splitting .26 acres of land from property located at 930 Highway 65 S. (Torrey) and combining it with property located at 207 Pine Grove Street (Youngblom & McNally); and

WHEREAS, the parcel to be split is legally described as:

Parcel 22.02595.00 (Torrey)  
Lots 5 and 6, Auditor's Subdivision No. 19  
Section 14 Township 039 Range 024  
Kanabec County, Minnesota

WHEREAS, the resulting parcels are legally described as:

Parcel 22.02595.00 (Torrey)  
Lot 5, Auditor's Subdivision No. 19  
Section 14 Township 039 Range 024  
Kanabec County, Minnesota

and

Parcel 22.02605.00 (Youngblom & McNally)

That part the Southwest Quarter of the Southeast Quarter of Section 14, Township 39, Range 24, Kanabec County, Minnesota, lying North of Snake River and lying East of Line A described below:

Description of Line A: Commencing at the South Quarter corner of Section 14, Township 39, Range 24, Kanabec County, Minnesota; thence North along the North-South quarter line of said Section 14 a distance of 1390.8 feet; thence East at right angles 204 feet to Point C; thence Southeasterly to a point 1326.4 feet North and 583.5 feet East, at right angles, of the South quarter corner of said Section 14 and the point of beginning of Line A; thence Southeasterly 25.33 feet to a point in the North line of the Southwest Quarter of the Southeast Quarter distant 591.5 feet East of the NW corner of said Southwest Quarter of the Southeast Quarter; thence Southeasterly, deflecting to the right 48 degrees 16 minutes from the North line of said Southwest Quarter of the Southeast Quarter a distance of 99.53 feet; thence Southerly, deflecting to the right 54 degrees 33 minutes 15 seconds a distance of 347 feet, more or less, to the center of the Snake River and Line A there terminating.

TOGETHER WITH a 20 foot roadway easement over and across that part which lies Southerly and Westerly of Line A described above and lies within a distance of 10 feet on each side of

Line B described below: Commencing at the point of beginning of Line A described above; thence Northwesterly along the line to Point C described in Line A above a distance of 15 feet to the point of beginning of Line B; thence Southeasterly, deflecting to the left 130 degrees a distance of 159.86 feet, more or less, to Line A described above and Line B there terminating. The side lines of said easement are to be lengthened or shortened to terminate on said Line A. Said property being a part of Lots 6, 7, and 8, Auditors Subdivision No. 19, Kanabec County, Minnesota.

EXCEPT THE TWO FOLLOWING DESCRIBED PARCELS:

1. That part of the Southwest Quarter of the Southeast Quarter of Section 14, Township 39, Range 24, Kanabec County, Minnesota, lying Southeasterly of a line and its Southwesterly extension described as beginning at the NE corner of said Southwest Quarter of the Southeast Quarter; thence Southerly along the East line thereof 138.70 feet; thence Southwesterly, deflecting to the right 54 degrees 12 minutes 00 seconds a distance of 700 feet, more or less, to the center of Snake River and there terminating.
2. That part previously conveyed to the City of Mora recorded in Book 44 of Deeds, Page 121, Kanabec County, Minnesota.

WHEREAS, the City Council considered the request at its June 15, 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 applicant provided a survey prepared by a registered land surveyor showing the original lot and the proposed subdivision.


Approval is granted with the following conditions:

1. This resolution authorizes and facilitates a minor subdivision to split the above described parcel (PID 22.02595.00).
2. No subsequent minor subdivisions involving the above described parcels (PIDs 22.02595.00 and 22.02605.00) shall be granted prior to June 15, 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 Shepard and seconded by Council Member Mathison.

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

Motion carried and resolution adopted this 15<sup>th</sup> day of June, 2021.

  
Alan Skramstad, Mayor

ATTEST:   
Lindy Crawford, City Administrator