



City of Mora  
Kanabec County, Minnesota  
Meeting Agenda  
City Council

Mora City Hall  
101 Lake St. S  
Mora, MN 55051

Tuesday, July 18, 2023

6:30 PM

Mora City Hall

**1. Call to Order/ Pledge of Allegiance**

**2. Roll Call**

**3. Adopt Agenda** *(No item of business shall be considered unless it appears on the agenda for the meeting. Council members may add items to the agenda prior to adoption of the agenda.)*

**4. Consent Agenda** *(Those items listed under Consent Agenda are considered to be routine by the City Council and will be acted upon by one motion under this agenda item. There will be no separate discussion of these items, unless a Council Member so requests, in which event, the item will be removed from the consent agenda and considered immediately after the adoption of the consent agenda.)*

- a. Meeting Minutes – June 2023
- b. June 2023 Claims
- c. Probationary Release Accountant – Kelly Christianson
- d. Probationary Release - Community Development Director Kirsten Faurie
- e. Probationary Release – Human Resources Director Mandi Yoder
- f. Accept Restricted Donations Resolution No. 2023-721
- g. Gambling Permit – Kick Cancer to the Curb
- h. Gambling Permit – MN Deer Hunters Assoc. Snake River Chapter
- i. Mobile Food License – Wally’s Whistle Stop
- j. Special Event Permit – Crystal Bar and Grill Veterans Memorial Fundraiser

**5. Open Forum** *(Individuals may address the council about any item not contained on the regular agenda. There is a maximum of fifteen (15) minutes set aside for open forum. A maximum of three (3) minutes is allotted per person. The City Council will take no official action on items discussed at the forum, with the exception of referral to staff for future report.)*

- Julia Lanphear – Valley Lane Speeds
- Becky Fuhol – 606 W Forest Avenue Sewer Line

**6. Special Business**

- a. none

**7. Public Hearings**

- a. none

**8. New Business**

- a. Purchase of City Property – Caleb C.
- b. Minor Sub-Division Fire Rocks LLC. – Caleb C.
- c. Airport Maintenance and Operations – Joe K.

**9. Old Business**

- a. Project Updates – SEH

**10. Communications**

- a. KCSO Monthly Report – June 2023
- b. Planning Commission Meeting Minutes
- c. Park Board Meeting Minutes
- d. Airport Board Meeting Minutes

**11. Boards & Commission Reports**

- a. Councilmember Anderson
- b. Councilmember Broekemeier
- c. Councilmember Shepard

- d. Councilmember Youngquist
- e. Mayor Mathison – Budget Committee Addendum
- f. City Administrator – Upcoming Work Session with MnDOT.

**12. Adjournment**

**CITY OF MORA**  
**CHECK LIST-COUNCIL**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
001395 MSRS						
001395	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,162.00
001395 MSRS						\$1,162.00
001396 MSRS						
001396	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$840.00
001396 MSRS						\$840.00
001397 MSRS						
001397	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$815.00
001397 MSRS						\$815.00
001398 TASC-TOTAL ADMIN SERVICE COOP						
001398	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL CONTRIB	\$346.48
001398	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYEE CONTR	\$1,201.00
001398	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$346.16
001398	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYER CONTR	\$1,100.00
001398 TASC-TOTAL ADMIN SERVICE COOP						\$2,993.64
001399 MN DEPT OF REVENUE						
001399	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE WITHHO	\$3,116.72
001399 MN DEPT OF REVENUE						\$3,116.72
001400 US TREASURY - IRS						
001400	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FEDERAL W/H	\$5,145.21
001400	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$2,209.92
001400	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$9,449.22
001400 US TREASURY - IRS						\$16,804.35
001401 MSRS						
001401	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,159.87
001401 MSRS						\$1,159.87
001402 MSRS						
001402	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$815.00
001402 MSRS						\$815.00
001403 MSRS						
001403	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$840.00
001403 MSRS						\$840.00
001404 TASC-TOTAL ADMIN SERVICE COOP						
001404	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYEE CONTR	\$1,201.00
001404	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$346.16
001404	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL CONTRIB	\$346.48
001404 TASC-TOTAL ADMIN SERVICE COOP						\$1,893.64
001405 MN DEPT OF REVENUE						
001405	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE W/H	\$3,428.19
001405 MN DEPT OF REVENUE						\$3,428.19
001406 US TREASURY - IRS						
001406	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$2,698.20
001406	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$11,537.08
001406	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FEDERAL W/H	\$5,395.01
001406 US TREASURY - IRS						\$19,630.29

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
001407 MSRS						
001407	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,163.18
						\$1,163.18
001408 MSRS						
001408	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$840.00
						\$840.00
001409 MSRS						
001409	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$815.00
						\$815.00
001410 TASC-TOTAL ADMIN SERVICE COOP						
001410	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$346.16
001410	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL	\$346.48
001410	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYEE CONTR	\$1,201.00
						\$1,893.64
001411 MN DEPT OF REVENUE						
001411	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE W/HOLD	\$10.00
001411	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE W/HOLD	\$4,022.03
						\$4,032.03
001412 US TREASURY - IRS						
001412	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	PAYROLL FEDERAL W/HO	\$50.00
001412	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	PAYROLL SOCIAL SECURI	\$1,556.72
001412	US TREASURY - IRS	GENERAL FUN		Medicare	PAYROLL MEDICARE W/H	\$2,917.46
001412	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	PAYROLL SOCIAL SECURI	\$12,474.42
001412	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	PAYROLL FEDERAL W/HO	\$5,941.68
001412	US TREASURY - IRS	GENERAL FUN		Medicare	PAYROLL MEDICARE W/H	\$364.12
						\$23,304.40
001413 TSYS						
001413	TSYS	LIQUOR FUND	LIQUOR STOR	Payment Processin	MONTHLY LIQ STORE CR	\$13,982.84
						\$13,982.84
001415 MORA MUNICIPAL UTILITIES						
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Electricity	UTILITIES	\$326.85
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Misc Income	FINAL ADJUSTMENT W/	-\$395.22
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Water	UTILITIES	\$64.20
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Storm Water	UTILITIES	\$13.69
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Sewer	UTILITIES	\$50.35
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Water	UTILITIES	\$35.27
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Storm Water	UTILITIES	\$13.69
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Electricity	UTILITIES	\$387.45
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Sewer	UTILITIES	\$41.72
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	STREETS	Electricity	UTILITIES	\$137.77
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	STREET LIGH	Electricity	UTILITIES	\$2,428.19
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Electricity	UTILITIES	\$420.40
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Water	UTILITIES	\$29.74
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Sewer	UTILITIES	\$33.09
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Storm Water	UTILITIES	\$25.23
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Water	UTILITIES	\$33.35
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Storm Water	UTILITIES	\$16.59
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Electricity	UTILITIES	\$94.83

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001415	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Sewer	UTILITIES	\$33.09
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Electricity	UTILITIES	\$129.52
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Storm Water	UTILITIES	\$39.66
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Sewer	UTILITIES	\$74.81
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Storm Water	UTILITIES	\$103.07
001415	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Water	UTILITIES	\$65.70
001415	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Electricity	UTILITIES	\$222.40
001415	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Sewer	UTILITIES	\$24.46
001415	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Water	UTILITIES	\$25.95
001415	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Storm Water	UTILITIES	\$19.77
001415	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Electricity	UTILITIES	\$17.08
001415	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Water	UTILITIES	\$0.81
001415	MORA MUNICIPAL UTILIT	DOWNTOWN-F	CAPITAL PROJ	Capital Outlay	UTILITIES	\$13.69
001415	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Sewer	UTILITIES	\$41.72
001415	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Storm Water	UTILITIES	\$18.03
001415	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Water	UTILITIES	\$41.69
001415 MORA MUNICIPAL UTILITIES						\$4,628.64
001417 REVTRAK						
001417	REVTRAK	GENERAL FUN	AQUATIC CEN	Payment Processin	MONTHLY MAC CREDIT C	\$9.95
001417	REVTRAK	GENERAL FUN	AQUATIC CEN	Payment Processin	MONTHLY MAC CREDIT C	\$135.67
001417 REVTRAK						\$145.62
001418 MN DEPT OF REVENUE						
001418	MN DEPT OF REVENUE	LIQUOR FUND		Sales Tax Payable	SALES & USE TAX PYMT -	\$41,415.00
001418	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	SALES & USE TAX PYMT -	\$2.00
001418	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Garbage Removal	SALES & USE TAX PYMT -	\$17.00
001418	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Wine Club Expense	SALES & USE TAX PYMT -	\$1.00
001418	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Telephone	SALES & USE TAX PYMT -	\$3.00
001418	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Other Operating Su	SALES & USE TAX PYMT -	\$4.00
001418	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	SALES & USE TAX PYMT -	\$3.00
001418 MN DEPT OF REVENUE						\$41,445.00
001419 TSYS						
001419	TSYS	LIQUOR FUND	LIQUOR STOR	Rentals	MONTHLY CREDIT CARD	\$80.37
001419 TSYS						\$80.37
001422 HIBU						
001422	HIBU	LIQUOR FUND	LIQUOR STOR	Advertising	LIQUOR STORE WEBSITE	\$180.00
001422 HIBU						\$180.00
001423 NEIGHBORHOOD NATIONAL BANK						
001423	NEIGHBORHOOD NATION	LIQUOR FUND	LIQUOR STOR	Bad Debts/NSF Ch	MONTHLY RETURNED CH	\$10.00
001423 NEIGHBORHOOD NATIONAL BANK						\$10.00
001424 NEIGHBORHOOD NATIONAL BANK						
001424	NEIGHBORHOOD NATION	GENERAL FUN	FINANCE	Other Operating Su	CITY HALL DEPOSIT SLIP	\$148.12
001424 NEIGHBORHOOD NATIONAL BANK						\$148.12
060296 EQUITABLE FINANCIAL						
060296	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$30.00
060296	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$30.00
060296 EQUITABLE FINANCIAL						\$60.00
060297 MISSIONSQUARE						
060297	MISSIONSQUARE	GENERAL FUN		ICMA	ICMA/MSN SQ ROTH IRA	\$100.00

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
060297	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ 457b	\$60.00
060297	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ 457b	\$60.00
060297	MISSIONSQUARE	GENERAL FUN		ICMA	ICMA/MSN SQ ROTH IRA	\$100.00
060297 MISSIONSQUARE						\$320.00
060298 NCPERS GROUP LIFE INS						
060298	NCPERS GROUP LIFE INS	GENERAL FUN		NCPERS - Life Ins	NCPERS - LIFE	\$304.00
060298 NCPERS GROUP LIFE INS						\$304.00
060299 PERA - MN ST TREASURER						
060299	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$744.01
060299	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$747.13
060299	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,856.27
060299	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,856.27
060299	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,835.96
060299	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,835.96
060299 PERA - MN ST TREASURER						\$20,875.60
060352 AMAZON CAPITAL SERVICES						
060352	AMAZON CAPITAL SERVIC	GENERAL FUN	HUMAN RESO	Office Supplies	DATE STAMP - YODER	\$11.99
060352	AMAZON CAPITAL SERVIC	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	WATER SAVER FAUCETS	\$65.00
060352 AMAZON CAPITAL SERVICES						\$76.99
060353 BOND TRUST SERVICES CORPORATION						
060353	BOND TRUST SERVICES C	STORM WATER	STORM WATE	PERA	BOND INT - SERIES 2022	\$3,750.00
060353	BOND TRUST SERVICES C	STORM WATER	STORM WATE	Interest Expense	BOND INT - SERIES 2022	\$3,750.00
060353	BOND TRUST SERVICES C	STORM WATER	STORM WATE	PERA	BOND INT - SERIES 2022	-\$3,750.00
060353	BOND TRUST SERVICES C	SERIES 2022A	DEBT SERVIC	Interest Expense	BOND PYMT - SERIES 20	\$25,240.00
060353 BOND TRUST SERVICES CORPORATION						\$28,990.00
060354 DALA HERITAGE SOCIETY						
060354	DALA HERITAGE SOCIETY	GENERAL FUN		Deposits	KEY DEPOSIT REFUND -	\$50.00
060354	DALA HERITAGE SOCIETY	GENERAL FUN		Deposits	KEY DEPOSIT REFUND -	\$50.00
060354 DALA HERITAGE SOCIETY						\$100.00
060355 DE LAGE LANDEN FINANCIAL SERV						
060355	DE LAGE LANDEN FINANC	GENERAL FUN	INFORMATIO	Rentals	COPIER LEASE	\$179.55
060355 DE LAGE LANDEN FINANCIAL SERV						\$179.55
060356 EHLERS & ASSOCIATES						
060356	EHLERS & ASSOCIATES	GENERAL FUN	FINANCE	Professional Servic	2023 FINANCIAL MGMT P	\$1,788.75
060356 EHLERS & ASSOCIATES						\$1,788.75
060357 HOLLIDAY, SAMANTHA						
060357	HOLLIDAY, SAMANTHA	GENERAL FUN		Deposits	KEY DEPOSIT REFUND -	\$50.00
060357 HOLLIDAY, SAMANTHA						\$50.00
060358 LEAGUE OF MN CITIES INS TRUST						
060358	LEAGUE OF MN CITIES IN	GENERAL FUN	STREETS	Miscellaneous	DEDUCTIBLE FOR GRADE	\$500.00
060358 LEAGUE OF MN CITIES INS TRUST						\$500.00
060359 LEES PRO SHOP						
060359	LEES PRO SHOP	GENERAL FUN	AQUATIC CEN	Other Operating Su	MAC STAFF CLOTHING	\$1,116.50
060359 LEES PRO SHOP						\$1,116.50
060360 MATTSON ELECTRIC OF MORA LLC						

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060360	MATTSON ELECTRIC OF M	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	GFI INSTALLATION	\$123.25
060360	MATTSON ELECTRIC OF MORA LLC					\$123.25
060365	PAUSTIS WINE COMPANY					
060365	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$487.99
060365	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$3,415.75
060365	PAUSTIS WINE COMPANY					\$3,903.74
060366	SANITARY SYSTEMS					
060366	SANITARY SYSTEMS	GENERAL FUN	PARKS	Rentals	JUNE POTTY RENTAL - J	\$170.00
060366	SANITARY SYSTEMS					\$170.00
060367	SUNRISE CONSTRUCTION OF MORA LLC					
060367	SUNRISE CONSTRUCTION	GENERAL FUN		Landscape Deposit	LANDSCAPE DEPOSIT RE	\$1,500.00
060367	SUNRISE CONSTRUCTION OF MORA LLC					\$1,500.00
060368	TDS MEDIA DIRECT INC					
060368	TDS MEDIA DIRECT INC	LIQUOR FUND	LIQUOR STOR	Advertising	AMERICINN GUEST DIRE	\$259.00
060368	TDS MEDIA DIRECT INC					\$259.00
060369	US BANK					
060369	US BANK	STORM WATER	STORM WATE	Interest Expense	BOND SERIES 2017A INT	\$2,764.04
060369	US BANK	STORM WATER	STORM WATE	Interest Expense	BOND SERIES 2015C INT	\$580.86
060369	US BANK	STORM WATER	STORM WATE	Interest Expense	BOND SERIES 2015B INT	\$3,683.75
060369	US BANK	SERIES 2015B	DEBT SERVIC	Interest Expense	BOND SERIES 2015B INT	\$12,787.50
060369	US BANK	SERIES 2015C	DEBT SERVIC	Interest Expense	BOND SERIES 2015C INT	\$6,465.95
060369	US BANK	SERIES 2017A	DEBT SERVIC	Interest Expense	BOND SERIES 2017A INT	\$13,448.46
060369	US BANK					\$39,730.56
060372	ANDYS TOWING LLC					
060372	ANDYS TOWING LLC	FIRE FUND	FIRE	Repair/Maint - Bldg	TOW TANKER #5 TO ST	\$581.41
060372	ANDYS TOWING LLC					\$581.41
060374	ARTISAN BEER CO					
060374	ARTISAN BEER CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$323.00
060374	ARTISAN BEER CO					\$323.00
060375	BELLBOY CORPORATION					
060375	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$224.00
060375	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MISC	\$199.05
060375	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$8,859.57
060375	BELLBOY CORPORATION					\$9,282.62
060376	BERNICK COMPANIES					
060376	BERNICK COMPANIES	GENERAL FUN	AQUATIC CEN	Merchandise for Re	POP	\$1,206.72
060376	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$10,610.54
060376	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	THC	\$458.50
060376	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$653.21
060376	BERNICK COMPANIES					\$12,928.97
060377	BREAKTHRU BEVERAGE					
060377	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$564.00
060377	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,650.21
060377	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$137.93
060377	BREAKTHRU BEVERAGE					\$8,352.14

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060378 C & L DISTRIBUTING						
060378	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	JUICE	\$170.90
060378	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$710.85
						\$881.75
060378 C & L DISTRIBUTING						
060379 CHRISTIANSON, KELLY						
060379	CHRISTIANSON, KELLY	GENERAL FUN	FINANCE	Meetings, Training,	LMC CONFERENCE PARKI	\$168.99
						\$168.99
060379 CHRISTIANSON, KELLY						
060380 DAHLHEIMER DIST CO						
060380	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$30,094.62
060380	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	THC	\$600.00
060380	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$778.75
						\$31,473.37
060380 DAHLHEIMER DIST CO						
060383 FIRE SAFETY USA, INC						
060383	FIRE SAFETY USA, INC	FIRE FUND	FIRE	Repair/Maint - Bldg	ANNL PUMP TEST, MAIN	\$648.25
060383	FIRE SAFETY USA, INC	FIRE FUND	FIRE	Repair/Maint - Bldg	ANNL PUMP TEST, MAIN	\$752.00
060383	FIRE SAFETY USA, INC	FIRE FUND	FIRE	Repair/Maint - Bldg	ANNL PUMP TEST, MAIN	\$799.00
						\$2,199.25
060383 FIRE SAFETY USA, INC						
060384 GREAT PLAINS FIRE						
060384	GREAT PLAINS FIRE	FIRE FUND	FIRE	Uniforms	GLOVES - DONATION FR	\$2,989.52
						\$2,989.52
060384 GREAT PLAINS FIRE						
060386 JENSEN, DORIS						
060386	JENSEN, DORIS	GENERAL FUN		Deposits	PICNIC SHELTER KEY DE	\$50.00
						\$50.00
060386 JENSEN, DORIS						
060387 JOHNSON BROTHERS LIQUOR						
060387	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$6,460.30
060387	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$172.75
060387	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$6,904.88
						\$13,537.93
060387 JOHNSON BROTHERS LIQUOR						
060388 KANABEC CO HIGHWAY DEPT						
060388	KANABEC CO HIGHWAY D	GENERAL FUN	STREETS	Repair/Maint - Bldg	MAILBOXES & POSTS RE	\$247.94
						\$247.94
060388 KANABEC CO HIGHWAY DEPT						
060389 MCDONALD DIST CO						
060389	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$32,355.01
060389	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$670.40
060389	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$1,856.35
060389	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	THC	\$76.00
						\$34,957.76
060389 MCDONALD DIST CO						
060391 MOOSE LAKE BREWING CO						
060391	MOOSE LAKE BREWING C	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$90.00
						\$90.00
060391 MOOSE LAKE BREWING CO						
060393 PHILLIPS WINE & SPIRITS						
060393	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,307.38
060393	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,539.61
060393	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$90.09
						\$9,937.08
060393 PHILLIPS WINE & SPIRITS						



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060394 ROBYN, BYRON & DENISE						
060394	ROBYN, BYRON & DENISE	GENERAL FUN		Deposits	EVENT DEPOSIT REFUND	\$100.00
						\$100.00
060395 ROCON PAVING						
060395	ROCON PAVING	GENERAL FUN	STREETS	Street Maint - Labo	BLACKTOP/PATCHING AS	\$7,654.14
						\$7,654.14
060396 SCOTTS LAWN & LANDSCAPES						
060396	SCOTTS LAWN & LANDSC	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	APRIL PLOW, SALT, SHO	\$1,098.00
						\$1,098.00
060397 SOUTHERN GLAZERS OF MN						
060397	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$313.00
060397	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$6,843.45
						\$7,156.45
060400 VINOPIA, INC						
060400	VINOPIA, INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$1,367.01
060400	VINOPIA, INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$269.07
						\$1,636.08
060401 AFSCME						
060401	AFSCME	GENERAL FUN		Union Dues-AFSCM	UNION DUES - AFSCME	\$844.93
						\$844.93
060406 AMAZON CAPITAL SERVICES						
060406	AMAZON CAPITAL SERVIC	GENERAL FUN	PARKS	Repair/Maint - Bldg	PET WASTE BAGS	\$89.87
						\$89.87
060407 BELLBOY CORPORATION						
060407	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	SUNBURST PRICING SIG	\$11.00
060407	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MIX, BEER CUPS, TUMBL	\$406.90
060407	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,156.70
060407	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$112.00
						\$4,686.60
060408 BERNICK COMPANIES						
060408	BERNICK COMPANIES	GENERAL FUN	AQUATIC CEN	Merchandise for Re	POP	\$285.12
060408	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	THC	\$222.50
060408	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$14,975.25
060408	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$917.18
						\$16,400.05
060409 BREAKTHRU BEVERAGE						
060409	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$272.00
060409	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	RETURNED BEER	-\$180.00
060409	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,515.68
060409	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$247.68
						\$7,855.36
060410 CITY OF MORA - PETTY CASH						
060410	CITY OF MORA - PETTY C	GENERAL FUN	ADMINISTRAT	Postage	REPLENISH PETTY CASH	\$9.90
060410	CITY OF MORA - PETTY C	GENERAL FUN	CITY HALL BU	Other Operating Su	REPLENISH PETTY CASH-	\$6.44
060410	CITY OF MORA - PETTY C	GENERAL FUN	CITY HALL BU	Other Operating Su	REPLENISH PETTY CASH	\$8.98

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060410	CITY OF MORA - PETTY CASH					\$25.32
060411	DAHLHEIMER DIST CO					
060411	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$18,457.35
060411	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$240.25
060411	DAHLHEIMER DIST CO					\$18,697.60
060412	DEARBORN LIFE INSURANCE CO					
060412	DEARBORN LIFE INSURAN	GENERAL FUN		Life Insurance	JULY 2023 GROUP LIFE I	\$332.40
060412	DEARBORN LIFE INSURANCE CO					\$332.40
060413	DELTA DENTAL					
060413	DELTA DENTAL	GENERAL FUN		Delta Dental	JULY 2023 GROUP DENT	\$1,022.23
060413	DELTA DENTAL					\$1,022.23
060414	FIREPIT					
060414	FIREPIT	LIQUOR FUND	LIQUOR STOR	Wine Club Expense	WINE TASTING CHEESE/	\$111.37
060414	FIREPIT					\$111.37
060415	JOHNSON BROTHERS LIQUOR					
060415	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$20,736.16
060415	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$38.98
060415	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$834.49
060415	JOHNSON BROTHERS LIQUOR					\$21,609.63
060416	MCDONALD DIST CO					
060416	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$386.50
060416	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	THC	\$130.76
060416	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$13,612.00
060416	MCDONALD DIST CO					\$14,129.26
060419	NORTHLAND REFRIGERATION INC					
060419	NORTHLAND REFRIGERAT	GENERAL FUN	LIBRARY BUIL	Repair/Maint - Bldg	AC REPAIR	\$1,267.16
060419	NORTHLAND REFRIGERATION INC					\$1,267.16
060420	PHILLIPS WINE & SPIRITS					
060420	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,218.07
060420	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$10,301.60
060420	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$450.64
060420	PHILLIPS WINE & SPIRITS					\$11,970.31
060421	SOUTHERN GLAZERS OF MN					
060421	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,211.18
060421	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$854.04
060421	SOUTHERN GLAZERS OF MN					\$8,065.22
060422	TASC-TOTAL ADMIN SERVICE COOP					
060422	TASC-TOTAL ADMIN SERV	GENERAL FUN	HUMAN RESO	Professional Servic	JULY 2023 ADMIN FEES	\$37.43
060422	TASC-TOTAL ADMIN SERVICE COOP					\$37.43
060424	CENTURYLINK					
060424	CENTURYLINK	GENERAL FUN	AIRPORT	Telephone	FUEL PHONE	\$63.05
060424	CENTURYLINK	GENERAL FUN	AIRPORT	Telephone	A/D BLDG PHONE	\$57.10
060424	CENTURYLINK					\$120.15
060425	KANABEC CO ATTORNEY					
060425	KANABEC CO ATTORNEY	GENERAL FUN	LEGAL	Legal Services	JULY-SEPT 2023 PROSEC	\$7,250.00

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060425	KANABEC CO ATTORNEY					\$7,250.00
060428	SENTRY SYSTEMS INC					
060428	SENTRY SYSTEMS INC	LIQUOR FUND	LIQUOR STOR	Rentals	JULY - SEPT SECURITY/F	\$163.68
060428	SENTRY SYSTEMS INC					\$163.68
060429	TR COMPUTER SALES, LLC					
060429	TR COMPUTER SALES, LL	GENERAL FUN	INFORMATIO	Professional Servic	MONTHLY MONITORING,	\$1,699.00
060429	TR COMPUTER SALES, LLC					\$1,699.00
060430	ATM SOURCE					
060430	ATM SOURCE	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	ATM SOFTWARE UPDATE	\$725.00
060430	ATM SOURCE					\$725.00
060432	MN BOARD OF FIRE TRNG & ED					
060432	MN BOARD OF FIRE TRNG	FIRE FUND	FIRE	Dues & Subscriptio	LICENSE RENEWALS - 18	\$1,350.00
060432	MN BOARD OF FIRE TRNG & ED					\$1,350.00
060435	SHRED-N-GO, INC					
060435	SHRED-N-GO, INC	GENERAL FUN	ADMINISTRAT	Professional Servic	SHREDDING	\$106.89
060435	SHRED-N-GO, INC					\$106.89
060436	WALTERS, ALANA					
060436	WALTERS, ALANA	GENERAL FUN	AQUATIC CEN	Meetings, Training,	CPR TRAINING REIMB	\$75.00
060436	WALTERS, ALANA					\$75.00
060437	YODER, EMILY					
060437	YODER, EMILY	GENERAL FUN	AQUATIC CEN	Meetings, Training,	CPR TRAINING REIMB	\$75.00
060437	YODER, EMILY					\$75.00
060438	YOURMEMBERSHIP.COM, INC					
060438	YOURMEMBERSHIP.COM,	GENERAL FUN	HUMAN RESO	Advertising	30 DAY JOB POSTING IN	\$199.00
060438	YOURMEMBERSHIP.COM, INC					\$199.00
060439	LEAGUE OF MN CITIES INS TRUST WC					
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	MAYOR & CO	Workers Comp Ins	2022 WORK COMP INSU	\$6.36
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	ADMINISTRAT	Workers Comp Ins	2022 WORK COMP INSU	\$34.35
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	FINANCE	Workers Comp Ins	2022 WORK COMP INSU	\$46.23
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	PLANNING &	Workers Comp Ins	2022 WORK COMP INSU	\$27.34
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	CITY HALL BU	Workers Comp Ins	2022 WORK COMP INSU	\$30.31
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	LIBRARY BUIL	Workers Comp Ins	2022 WORK COMP INSU	\$8.91
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	BUILDING	Workers Comp Ins	2022 WORK COMP INSU	\$24.84
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	STREETS	Workers Comp Ins	2022 WORK COMP INSU	\$809.96
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	ICE & SNOW	Workers Comp Ins	2022 WORK COMP INSU	\$78.68
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	GARAGE	Workers Comp Ins	2022 WORK COMP INSU	\$0.88
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	AQUATIC CEN	Workers Comp Ins	2022 WORK COMP INSU	\$569.93
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	PARKS	Workers Comp Ins	2022 WORK COMP INSU	\$395.35
060439	LEAGUE OF MN CITIES IN	GENERAL FUN	AIRPORT	Workers Comp Ins	2022 WORK COMP INSU	\$160.52
060439	LEAGUE OF MN CITIES IN	STORM WATER	STORM WATE	Workers Comp Ins	2022 WORK COMP INSU	\$96.14
060439	LEAGUE OF MN CITIES IN	FIRE FUND	FIRE	Workers Comp Ins	2022 WORK COMP INSU	\$1,170.45
060439	LEAGUE OF MN CITIES IN	CEMETERY FU	CEMETERY	Workers Comp Ins	2022 WORK COMP INSU	\$95.53
060439	LEAGUE OF MN CITIES IN	LIQUOR FUND	LIQUOR STOR	Workers Comp Ins	2022 WORK COMP INSU	\$655.53
060439	LEAGUE OF MN CITIES INS TRUST WC					\$4,211.31
060440	MN PEIP					
060440	MN PEIP	GENERAL FUN		Group Health Insur	AUG 2023 GROUP HEALT	-\$24,615.16

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060440	MN PEIP	GENERAL FUN		Group Health Insur	AUG 2023 GROUP HEALT	\$24,615.16
060440 MN PEIP						\$0.00
060441 CARDMEMBER SERVICE						
060441	CARDMEMBER SERVICE	GENERAL FUN	ADMINISTRAT	Meetings, Training,	LMC CONFERENCE MEAL	\$29.37
060441	CARDMEMBER SERVICE	GENERAL FUN	FINANCE	Meetings, Training,	LMC CONFERENCE MEAL	\$29.37
060441	CARDMEMBER SERVICE	GENERAL FUN	FINANCE	Dues & Subscriptio	CHRISTIANSON MEMBER	\$160.00
060441	CARDMEMBER SERVICE	GENERAL FUN	FINANCE	Dues & Subscriptio	YODER MEMBERSHIP RE	\$50.00
060441	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Merchandise for Re	CONCESSIONS - COBORN	\$124.80
060441	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Other Operating Su	FOOD FOR STAFF - COBO	\$59.90
060441	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Other Operating Su	FOOD STORAGE BAGS -	\$29.95
060441	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Meetings, Training,	LIFEGUARD RECERTS - A	\$126.00
060441	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Other Operating Su	BANDAIDS, TYLENOT, BA	\$50.94
060441	CARDMEMBER SERVICE	GENERAL FUN	AQUATIC CEN	Meetings, Training,	LIFEGUARD RECERTS - A	\$462.00
060441	CARDMEMBER SERVICE	GENERAL FUN	PARKS	Other Operating Su	WATER FOR MUSIC IN T	\$83.76
060441	CARDMEMBER SERVICE	FIRE FUND	FIRE	Motor Fuels	FUEL - CASEYS	\$76.14
060441 CARDMEMBER SERVICE						\$1,282.23
060442 DE LAGE LANDEN FINANCIAL SERV						
060442	DE LAGE LANDEN FINANC	GENERAL FUN	INFORMATIO	Rentals	COPIER LEASE	\$179.55
060442 DE LAGE LANDEN FINANCIAL SERV						\$179.55
060443 KANABEC CO SHERIFF						
060443	KANABEC CO SHERIFF	GENERAL FUN	LAW ENFORC	Professional Servic	JULY LAW ENFORCEMEN	\$53,550.25
060443 KANABEC CO SHERIFF						\$53,550.25
060444 MN COMPUTER SYSTEMS, INC						
060444	MN COMPUTER SYSTEMS,	GENERAL FUN	INFORMATIO	Repair/Maint - Bldg	COPIER CHARGE	\$232.94
060444	MN COMPUTER SYSTEMS,	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	COPIER CHARGE	\$31.13
060444 MN COMPUTER SYSTEMS, INC						\$264.07
060445 MN PEIP						
060445	MN PEIP	GENERAL FUN		Group Health Insur	AUGUST 2023 GROUP HE	\$24,615.16
060445 MN PEIP						\$24,615.16
060447 PONTEM SOFTWARE						
060447	PONTEM SOFTWARE	CEMETERY FU	CEMETERY	Professional Servic	ANNL CEMETERY SUPPO	\$705.00
060447 PONTEM SOFTWARE						\$705.00
060448 STEGEMAN CONSTRUCTION LLC						
060448	STEGEMAN CONSTRUCTI	SMALL CITIES	SCDP REHABI	Contract Services	SCDP CONTRACT SERVIC	\$2,950.00
060448 STEGEMAN CONSTRUCTION LLC						\$2,950.00
060449 VERIZON WIRELESS						
060449	VERIZON WIRELESS	GENERAL FUN	ADMINISTRAT	Telephone	CELL/IPAD	\$0.00
060449	VERIZON WIRELESS	GENERAL FUN	PLANNING &	Telephone	CELL	\$28.81
060449	VERIZON WIRELESS	GENERAL FUN	CITY HALL BU	Telephone	CELL	\$4.11
060449	VERIZON WIRELESS	GENERAL FUN	BUILDING	Telephone	CELL	\$45.23
060449	VERIZON WIRELESS	GENERAL FUN	STREETS	Telephone	CELL/IPAD	\$94.81
060449	VERIZON WIRELESS	GENERAL FUN	AQUATIC CEN	Telephone	CELL	\$28.78
060449	VERIZON WIRELESS	GENERAL FUN	PARKS	Telephone	CELL/IPAD	\$38.15
060449	VERIZON WIRELESS	GENERAL FUN	AIRPORT	Telephone	CELL	\$8.17
060449	VERIZON WIRELESS	STORM WATER	STORM WATE	Telephone	CELL/IPAD	\$19.76
060449	VERIZON WIRELESS	CEMETERY FU	CEMETERY	Telephone	CELL/IPAD	\$8.17
060449	VERIZON WIRELESS	LIQUOR FUND	LIQUOR STOR	Telephone	CELL	\$41.12

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060449	VERIZON WIRELESS					\$317.11
060453	ACE HARDWARE					
060453	ACE HARDWARE	GENERAL FUN	STREETS	Cleaning Supplies	HAND SOAP	\$29.97
060453	ACE HARDWARE	GENERAL FUN	STREETS	Repair/Maint - Bldg	SHOVEL HANDLE	\$9.99
060453	ACE HARDWARE	GENERAL FUN	AQUATIC CEN	Small Tools & Equi	FAN	\$41.99
060453	ACE HARDWARE	GENERAL FUN	AQUATIC CEN	Cleaning Supplies	CLEANING SUPPLIES	\$62.30
060453	ACE HARDWARE	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	REPAIR PARTS	\$202.04
060453	ACE HARDWARE	GENERAL FUN	AQUATIC CEN	Office Supplies	TOTES & PACKAGING TA	\$36.76
060453	ACE HARDWARE	GENERAL FUN	PARKS	Repair/Maint - Bldg	KLOCKA PHOTO SENSOR	\$16.99
060453	ACE HARDWARE	CEMETERY FU	CEMETERY	Repair/Maint - Bldg	WATER FOR CEM BATTE	\$7.98
060453	ACE HARDWARE					\$408.02
060454	AMERICAN BOTTLING CO. INC					
060454	AMERICAN BOTTLING CO.	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$590.84
060454	AMERICAN BOTTLING CO. INC					\$590.84
060455	ARAMARK					
060455	ARAMARK	GENERAL FUN	CITY HALL BU	Laundry/Rugs	CITY HALL RUGS	\$71.36
060455	ARAMARK	GENERAL FUN	LIBRARY BUIL	Laundry/Rugs	LIBRARY RUGS & TOWEL	\$121.03
060455	ARAMARK	GENERAL FUN	GARAGE	Other Operating Su	GARAGE TOWELS	\$118.48
060455	ARAMARK					\$310.87
060456	AUTO VALUE MORA					
060456	AUTO VALUE MORA	GENERAL FUN	STREETS	Lubricants & Additi	BRAKE FLUID	\$7.49
060456	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	BRAKE PADS & WASHER	\$77.73
060456	AUTO VALUE MORA	FIRE FUND	FIRE	Repair/Maint - Bldg	HOSE CLAMPS	\$15.98
060456	AUTO VALUE MORA	FIRE FUND	FIRE	Repair/Maint - Bldg	BOLTS	\$21.98
060456	AUTO VALUE MORA					\$123.18
060457	BLUESTAR GRAPHICS					
060457	BLUESTAR GRAPHICS	GENERAL FUN	STREETS	Repair/Maint - Bldg	LOGO'S FOR GRADER, S	\$185.00
060457	BLUESTAR GRAPHICS					\$185.00
060459	CAMPBELL KNUTSON, P.A.					
060459	CAMPBELL KNUTSON, P.A.	GENERAL FUN	LEGAL	Legal Services	MISC LEGAL SERVICES -P	\$694.00
060459	CAMPBELL KNUTSON, P.A.					\$694.00
060461	CRYSTAL SPRINGS ICE					
060461	CRYSTAL SPRINGS ICE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	ICE	\$2,401.80
060461	CRYSTAL SPRINGS ICE					\$2,401.80
060464	DIAMOND VOGEL PAINTS					
060464	DIAMOND VOGEL PAINTS	GENERAL FUN	STREETS	Street Maint - Labo	STREET PAINT	\$3,627.93
060464	DIAMOND VOGEL PAINTS					\$3,627.93
060466	EAST CENTRAL ENERGY-ELECT					
060466	EAST CENTRAL ENERGY-E	GENERAL FUN	PARKS	Electricity	ELECTRICITY	\$70.57
060466	EAST CENTRAL ENERGY-E	GENERAL FUN	AIRPORT	Electricity	ELECTRICITY	\$464.48
060466	EAST CENTRAL ENERGY-E	LIQUOR FUND	LIQUOR STOR	Electricity	ELECTRICITY	\$2,230.51
060466	EAST CENTRAL ENERGY-ELECT					\$2,765.56
060467	ECM PUBLISHERS, INC					
060467	ECM PUBLISHERS, INC	GENERAL FUN	HUMAN RESO	Advertising	JOB ADS-W/WW OPER II	\$784.42
060467	ECM PUBLISHERS, INC	LIQUOR FUND	LIQUOR STOR	Advertising	LIQ ADS	\$286.50
060467	ECM PUBLISHERS, INC					\$1,070.92

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060470 FEDERATED COOP						
060470	FEDERATED COOP	GENERAL FUN	PARKS	Repair/Maint - Bldg	CARB REPLACEMENT	\$80.98
060470	FEDERATED COOP	CEMETERY FU	CEMETERY	Motor Fuels	FUEL FOR CEM	\$281.19
						\$362.17
060473 FREEDOM MAILING SERVICES INC						
060473	FREEDOM MAILING SERVI	GENERAL FUN	ADMINISTRAT	Professional Servic	FOLD/INSERT NEWSLETT	\$12.37
						\$12.37
060474 GLENS TIRE OPERATIONS INC						
060474	GLENS TIRE OPERATIONS	GENERAL FUN	STREETS	Tires	TRAILER FLAT TIRE RPR	\$20.00
060474	GLENS TIRE OPERATIONS	GENERAL FUN	STREETS	Repair/Maint - Bldg	LOADER RPR	\$210.00
060474	GLENS TIRE OPERATIONS	GENERAL FUN	PARKS	Tires	TORO TIRES	\$159.00
						\$389.00
060475 GOPHER STATE ONE-CALL INC						
060475	GOPHER STATE ONE-CALL	GENERAL FUN	STREETS	Professional Servic	JUNE LOCATES	\$36.72
060475	GOPHER STATE ONE-CALL	STORM WATER	STORM WATE	Professional Servic	JUNE LOCATES	\$36.72
						\$73.44
060477 GRANITE CITY JOBBING						
060477	GRANITE CITY JOBBING	GENERAL FUN	AQUATIC CEN	Cleaning Supplies	CLEANING SUPPLIES	\$70.40
060477	GRANITE CITY JOBBING	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	TP DISPENSOR	\$19.00
060477	GRANITE CITY JOBBING	GENERAL FUN	AQUATIC CEN	Other Operating Su	PAPER SUPPLIES	\$445.62
060477	GRANITE CITY JOBBING	GENERAL FUN	AQUATIC CEN	Merchandise for Re	CONCESSIONS	\$7,382.36
						\$7,917.38
060479 HAWKINS INC						
060479	HAWKINS INC	GENERAL FUN	AQUATIC CEN	Chemicals	CHEMICALS	\$10,156.06
						\$10,156.06
060481 HORIZON COMMERCIAL POOL SUPPLY						
060481	HORIZON COMMERCIAL P	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	FLOWMETER PIPE	\$273.46
						\$273.46
060484 JOHNSONS HARDWARE & RENTAL						
060484	JOHNSONS HARDWARE &	GENERAL FUN	LIBRARY BUIL	Small Tools & Equi	FAN	\$69.98
060484	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Repair/Maint - Bldg	MARKING PAINT	\$219.89
060484	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Small Tools & Equi	PAINT MIXER	\$24.99
060484	JOHNSONS HARDWARE &	GENERAL FUN	GARAGE	Small Tools & Equi	SOLDERING KIT	\$48.98
060484	JOHNSONS HARDWARE &	GENERAL FUN	GARAGE	Repair/Maint - Bldg	DOOR LOCK	\$29.99
060484	JOHNSONS HARDWARE &	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	REPAIR PARTS & SUPPLI	\$88.62
060484	JOHNSONS HARDWARE &	GENERAL FUN	AQUATIC CEN	Rentals	HAMMER DRILL RENTAL	\$18.00
060484	JOHNSONS HARDWARE &	GENERAL FUN	AQUATIC CEN	Other Operating Su	WASTEBASKETS	\$20.97
060484	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Repair/Maint - Bldg	MOWER BOLTS, FENCE B	\$20.16
060484	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Repair/Maint - Bldg	PLANTER FLOWERS	\$646.47
060484	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Lubricants & Additi	MIXED GAS/OIL	\$15.98
060484	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Repair/Maint - Bldg	GARB BAGS, TRAILER RP	\$76.95
060484	JOHNSONS HARDWARE &	FIRE FUND	FIRE	Repair/Maint - Bldg	BALL MOUNT KIT & ADAP	\$49.98
060484	JOHNSONS HARDWARE &	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	DOOR SWEEP & RPR PAR	\$31.62
						\$1,362.58
060485 KANABEC PUBLICATIONS, INC						
060485	KANABEC PUBLICATIONS,	GENERAL FUN	HUMAN RESO	Advertising	JOB ADS-W/WW OPER II	\$499.65
060485	KANABEC PUBLICATIONS,	GENERAL FUN	PLANNING &	Advertising	PH NOTICE-REZONE HY	\$49.05

**CITY OF MORA**  
**CHECK LIST-COUNCIL**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
060485	KANABEC PUBLICATIONS,	GENERAL FUN	AQUATIC CEN	Advertising	MAC AD	\$131.15
060485	KANABEC PUBLICATIONS,	GENERAL FUN	PARKS	Advertising	MUSIC IN THE PARK SCH	\$198.70
060485	KANABEC PUBLICATIONS,	GENERAL FUN	AIRPORT	Advertising	AIRPORT FLY-IN BANNER	\$294.00
060485	KANABEC PUBLICATIONS,	HWY 65 & 9TH	CAPITAL PROJ	Advertising	LEFT TURN LANE ON 65	\$244.44
060485	KANABEC PUBLICATIONS,	LIQUOR FUND	LIQUOR STOR	Advertising	LIQ ADS	\$170.00
060485 KANABEC PUBLICATIONS, INC						\$1,586.99
060486 KNIFE RIVER CORP						
060486	KNIFE RIVER CORP	GENERAL FUN	STREETS	Street Maint - Labo	CALCIUM CHLORIDE	\$2,368.25
060486	KNIFE RIVER CORP	GENERAL FUN	STREETS	Street Maint - Labo	CALCIUM CHLORIDE	\$1,399.70
060486 KNIFE RIVER CORP						\$3,767.95
060487 KWIK TRIP - GAS PURCHASES						
060487	KWIK TRIP - GAS PURCHA	GENERAL FUN	BUILDING	Motor Fuels	FUEL	\$36.48
060487	KWIK TRIP - GAS PURCHA	GENERAL FUN	STREETS	Motor Fuels	FUEL	\$1,572.52
060487	KWIK TRIP - GAS PURCHA	GENERAL FUN	PARKS	Motor Fuels	FUEL	\$399.66
060487	KWIK TRIP - GAS PURCHA	FIRE FUND	FIRE	Motor Fuels	FUEL	\$423.11
060487 KWIK TRIP - GAS PURCHASES						\$2,431.77
060489 MIDWEST MACHINERY CO						
060489	MIDWEST MACHINERY CO	GENERAL FUN	PARKS	Repair/Maint - Bldg	MOWER BLADES	\$325.58
060489	MIDWEST MACHINERY CO	GENERAL FUN	AIRPORT	Repair/Maint - Bldg	TRACTOR FUEL COVER	\$67.21
060489 MIDWEST MACHINERY CO						\$392.79
060490 MILLER TRUCKING INC						
060490	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	PRODUCT DELIVERY	\$115.50
060490	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	PRODUCT DELIVERY	\$50.40
060490	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	PRODUCT DELIVERY	\$634.20
060490	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	PRODUCT DELIVERY	\$0.00
060490	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	PRODUCT DELIVERY-SUN	\$2.10
060490 MILLER TRUCKING INC						\$802.20
060492 MN ENERGY RESOURCES CORP						
060492	MN ENERGY RESOURCES	GENERAL FUN	CITY HALL BU	Natural Gas - Heat	NATURAL GAS	\$68.26
060492	MN ENERGY RESOURCES	GENERAL FUN	LIBRARY BUIL	Natural Gas - Heat	NATURAL GAS	\$62.64
060492	MN ENERGY RESOURCES	GENERAL FUN	GARAGE	Natural Gas - Heat	NATURAL GAS	\$87.55
060492	MN ENERGY RESOURCES	GENERAL FUN	AQUATIC CEN	Natural Gas - Heat	NATURAL GAS	\$5,204.06
060492	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS-AD BLDG	\$54.99
060492	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS-HANGAR	\$62.64
060492	MN ENERGY RESOURCES	FIRE FUND	FIRE	Natural Gas - Heat	NATURAL GAS	\$85.63
060492 MN ENERGY RESOURCES CORP						\$5,625.77
060493 MTI DISTRIBUTING, INC						
060493	MTI DISTRIBUTING, INC	GENERAL FUN	PARKS	Repair/Maint - Bldg	MOWER BLADES	\$590.11
060493 MTI DISTRIBUTING, INC						\$590.11
060494 NATIONAL TIME & SIGNAL CORP						
060494	NATIONAL TIME & SIGNA	GENERAL FUN	PARKS	Repair/Maint - Bldg	KLOCKA MOTOR REPAIR	\$1,224.54
060494 NATIONAL TIME & SIGNAL CORP						\$1,224.54
060495 NORTH CENTRAL INTERNATIONAL LLC						
060495	NORTH CENTRAL INTERN	FIRE FUND	FIRE	Repair/Maint - Bldg	2013 INTERNATIONAL R	\$1,635.01
060495 NORTH CENTRAL INTERNATIONAL LLC						\$1,635.01
060498 OSLIN LUMBER						
060498	OSLIN LUMBER	GENERAL FUN	PARKS	Repair/Maint - Bldg	BELL TOWER WOOD REP	\$30.00







CITY OF MORA  
COUNCIL CHECK LIST

THE JUNE - JULY 2023 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

\_\_\_\_\_

MAYOR

\_\_\_\_\_

COUNCIL MEMBER

\_\_\_\_\_

COUNCIL MEMBER

\_\_\_\_\_

COUNCIL MEMBER

\_\_\_\_\_

COUNCIL MEMBER

\_\_\_\_\_

CITY CLERK





# MEMORANDUM

Date July 18, 2023  
To Mayor and City Council  
From Natasha Segelstrom, Administrative Services  
RE Recommendation of Probationary Release

## SUMMARY

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Kelly Christianson was hired full-time on January 18, 2023 as an Accountant at Grade 10, Step C.

Completion of probation will result in a step increase from Step C to Step D.

## BACKGROUND INFORMATION

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The City of Mora's personnel policy outlines a 6-month probationary period to demonstrate the necessary knowledge, skills and abilities to meet the requirements for the position.

Christianson has brought a wealth of knowledge and an added asset to the City of Mora while performing duties on behalf of the City and Utility as an accountant.

## OPTIONS IMPACTS

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To approve the completion of the probationary period for Kelly Christianson. This will not affect the 2023's budget due to staff turnover and the Accountant position had been budgeted at a higher step from previous staff.

## RECOMMENDATIONS

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Motion to approve the recommendation of probationary release for Kelly Christianson effective July 18, 2023.

Attachments:  
None





# MEMORANDUM

Date: July 18, 2023  
To: Mayor and City Council  
From: Glenn Anderson, City Administrator  
RE: Kirsten Faurie Approval for Completion of Probationary Period

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## SUMMARY

Kirsten Faurie was hired full-time on July 18, 2022 as the Community Development Director at Grade 12, Step A, \$75,213 annually of the 2023 Consolidated Salary Schedule. Completion of probation will result in a Step increase from A to a Step B, of \$77,085 annually.

## BACKGROUND INFORMATION

When the City of Mora hires department heads, it is standard procedure for those employees to start in a 12-month probationary period regardless of the department. Upon completion of that probationary period the employee receives a step increase in pay; if the employee's probationary period needs to be extended for continued learning and/or acquired skills to complete their duties, it is decided at the 12-month review by their respective supervisor.

## OPTIONS & IMPACTS

To approve the completion of the probationary period for Kirsten Faurie.  
This will not affect the budget, as the step increase has already been planned and budgeted for 2023.

## RECOMMENDATIONS

The City Council to consider making a motion to approve the completion of probation for Kirsten Faurie effective July 18, 2023.

*Attachments*  
None





# MEMORANDUM

Date: July 18, 2023  
To: Mayor and City Council  
From: Glenn Anderson, City Administrator  
RE: Mandi Yoder for Completion of Probationary Period

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## SUMMARY

Mandi Yoder was promoted to the HR Coordinator on January 1, 2023, at a Grade 10, Step G, \$35.09 hourly of the 2023 Consolidated Salary Schedule, and set for a six-month probationary period.

Completion of probation will result in a Step increase to a Grade 10, Step H, of \$74,818 annually per the FLSA Administrative exempt status.

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## BACKGROUND INFORMATION

Mandi Yoder was promoted to the non-department head position of HR Coordinator, with the procedural six-month probationary period. Yoder was subsequently promoted to HR Director on March 21, 2023, with the FLSA - Administrative exempt status at the same pay grade and step.

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## OPTIONS & IMPACTS

To approve the completion of the probationary period for Mandi Yoder. This will not affect the budget, as the step increase has already been planned and budgeted for 2023.

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## RECOMMENDATIONS

The City Council to consider making a motion to approve the completion of probation for Mandi Yoder effective July 18, 2023.

*Attachments*  
None







# MEMORANDUM

Date: July 18, 2023  
 To: Mayor and City Council  
 From: Natasha Segelstrom, Administrative Services Director  
 RE: Accept Restricted Donations

## BACKGROUND INFORMATION

The City of Mora has received the following donations:

<b>DONATION RECEIVED FROM:</b>	<b>DONATION OF:</b>	<b>TERMS AND CONDITIONS OR DESCRIPTION OF PROPERTY:</b>
Mora Lions Club	\$100.00	Donation to Music in the Park
Coborn's Inc	\$100.00	Donation to Music in the Park
First Citizens Bank	\$250.00	Donation to 2023 Fall Fest
Lake Street Family Dental	\$1,000.00	Donation to 2023 Fall Fest
Victor & Linda Lease	\$50.00	Oakwood Cemetery IMO Grace Smolik

As required by MN State Statute, restricted donations must be officially accepted by the City Council.

## RECOMMENDATIONS

Motion to accept donations by approving Resolution 2023-721

*Attachments*  
 Resolution 2023-721

**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:

<b>DONATION RECEIVED FROM:</b>	<b>DONATION OF:</b>	<b>TERMS AND CONDITIONS OR DESCRIPTION OF PROPERTY:</b>
Mora Lions Club	\$100.00	Donation to Music in the Park
Coborn’s Inc	\$100.00	Donation to Music in the Park
First Citizens Bank	\$250.00	Donation to 2023 Fall Fest
Lake Street Family Dental	\$1,000.00	Donation to 2023 Fall Fest
Victor & Linda Lease	\$50.00	Oakwood Cemetery IMO Grace Smolik

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 \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_.

Voting for the Resolution:.....  
Voting Against the Resolution: .....  
Abstained from Voting:.....  
Absent: .....

Motion carried and resolution adopted this 18th day of July 2023.

ATTEST:

\_\_\_\_\_  
Jake Mathison, Mayor

\_\_\_\_\_  
Natasha Segelstrom, City Clerk

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: TLC of Kanabec County dba Kick Cancer to the Curb Previous Gambling Permit Number: X- 94003

Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 46-1002788

Mailing Address: 2867 Rainbow St

City: Brook Park State: MN Zip: 55007 County: Kanabec

Name of Chief Executive Officer (CEO): Dan Troupe

CEO Daytime Phone: 320-980-2563 CEO Email: \_\_\_\_\_  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): dee.lilienthal@outlook.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

- Fraternal     Religious     Veterans     Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103  
Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Kev's Depot

Physical Address (do not use P.O. box): 118 Railroad Ave NE Mora, MN 55051

Check one:  
 City: Mora Zip: 55051 County: Kanabec  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): 10/28/2023

Check each type of gambling activity that your organization will conduct:

- Bingo     Paddlewheels     Pull-Tabs     Tipboards     Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

# LG220 Application for Exempt Permit

## LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

### CITY APPROVAL for a gambling premises located within city limits

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before submitting application to the Gambling Control Board.**

### COUNTY APPROVAL for a gambling premises located in a township

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

### TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

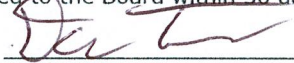
Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

## CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 6/19/23  
(Signature must be CEO's signature; designee may not sign)

Print Name: Dan Troupe

## REQUIREMENTS

### Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

### Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

## MAIL APPLICATION AND ATTACHMENTS

### Mail application with:

- \_\_\_\_\_ a copy of your proof of nonprofit status; and
- \_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

### Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

**Checklist for Exempt Raffle**

Organization Name: <i>TLC of Kanabec County Kick Cancer to the Curb</i>	Previous Gambling Permit #: <i>X- 94003</i>	Date of Raffle Drawing: <i>10/28/2023</i>
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**INSTRUCTIONS:**

- The purpose of this form is to help your organization conduct exempt raffles in compliance with the requirements listed below. Detailed information regarding each requirement is available by clicking on the following links [in blue italics]: 1) applicable statutes and rules; 2) the *Lawful Gambling Manual* chapter on raffles; 3) the online class, *“Conduct of Raffles”*; and 4) the *phone number and email address* of your county’s Compliance Specialist.
- After reading each checklist item, mark “Yes” to indicate that you understand the requirement and agree to comply. After answering “Yes” to each applicable item, your organization’s CEO must sign the acknowledgment below. Include the completed checklist as part of your application to conduct an exempt raffle.

		<ul style="list-style-type: none"> <li>If tickets will be sold prior to the event, mark “Yes” to item #1 and mark “N/A” to items #2 and #3.</li> <li>If tickets are sold only at the event using theater tickets, mark “N/A” to item #1 and answer “Yes” to items #2 and #3.</li> </ul>	<b>Yes</b>	<b>Conduct</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	9. Only cash, personal checks, cashier’s checks, money orders, travelers’ check, and debit cards may be accepted ( <b>NO CREDIT CARDS</b> ). ( <i>349.2127</i> ) ( <i>7861.0260</i> )
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1. Tickets are printed in accordance with MN Rule <i>7861.0310</i> .	<input checked="" type="checkbox"/>	10. The method of selection cannot be manipulated or based on the outcome of an event not under the organization’s control. ( <i>349.173</i> )
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Tickets contain the sequential number of the raffle ticket. ( <i>349.173</i> )	<input checked="" type="checkbox"/>	11. Persons are not required to be present at a raffle drawing to be eligible to win. ( <i>349.173</i> ) ( <i>7861.0310</i> )
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. A list of prizes and a statement of other relevant information is made available to ticket purchasers. ( <i>349.173</i> )	<input checked="" type="checkbox"/>	12. Raffle tickets are not sold to or won by persons under age 18. ( <i>349.181</i> ) ( <i>7861.0310</i> )
<b>Yes</b>	<b>Prizes</b>			
<input checked="" type="checkbox"/>		4. The organization is the sole owner of all the real or personal property to be awarded. ( <i>7861.0260</i> )	<input checked="" type="checkbox"/>	13. Purchasers are not required to buy anything other than the ticket. ( <i>349.173</i> ) ( <i>7861.0310</i> )
<input checked="" type="checkbox"/>		5. A merchandise certificate is used when a prize requiring registration or licensure ( <b>guns, cars, ATVs, etc.</b> ) is offered. ( <i>7861.0260</i> )	<b>Yes</b>	<b>House Rules</b>
<input checked="" type="checkbox"/>		6. Prizes must not consist of lawful gambling equipment including raffle tickets for another raffle. ( <i>7861.0260</i> )	<input checked="" type="checkbox"/>	14. Clear and legible house rules in accordance with MN Rule <i>7861.0310</i> are prominently posted at the point of winner selection.
<input checked="" type="checkbox"/>		7. The total value of lawful gambling prizes awarded (use fair market value for donated prizes) does not exceed \$50,000 in a calendar year. ( <i>349.166</i> )	<b>Yes</b>	<b>Post Raffle Conduct</b>
<input checked="" type="checkbox"/>		8. Alcohol is only awarded as a prize to persons who demonstrate that they are 21 years of age or older. ( <i>340A.707</i> )	<input checked="" type="checkbox"/>	15. An exempt permit financial report ( <i>LG220A</i> ) must be submitted to the Gambling Control Board within 30 days of the gambling occasion. ( <i>349.166</i> )
			<input checked="" type="checkbox"/>	16. Gambling funds may only be spent for allowable expenses and lawful purposes. ( <i>349.12 3a &amp; 25</i> )
			<input checked="" type="checkbox"/>	17. Gambling records must be kept for 3½ years. ( <i>7861.0310</i> )

**CHIEF EXECUTIVE OFFICER’S SIGNATURE (required)**

**Noncompliant Activity:** I acknowledge by signing below that my organization must follow all raffle rules and that any gambling activity conducted by the organization at the event that is not in compliance with Minnesota Statute and Rule may subject the organization to citation or the inability to receive future permits to conduct gambling. I understand that my permit will not be issued until this form has been completed and submitted to the Minnesota Gambling Control Board.

Signature: <i>[Signature]</i>	Date: <i>6/19/23</i>	Print Name: <i>Dan Troupe</i>
----------------------------------	-------------------------	----------------------------------

<p><b>Data privacy notice:</b> The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization’s qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization’s qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application.</p>	<p>Your organization’s name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization’s name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota’s Department of Public</p>	<p>Safety; Attorney General; Commissioners of Administration, Minnesota Management &amp; Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **OCT 29 2014**

TLC OF KANABEC COUNTY DBA KICK  
CANCER TO THE CURB  
1847 SUNDET ROAD  
MORA, MN 55051-7012

Employer Identification Number:  
46-1002788  
DLN:  
26053679001404  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
509(a)(2)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
December 31, 2012  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**  
Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.  
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: MINN DEER HUNTERS ASSOC SNAKE RIVER CHAPTER Previous Gambling Permit Number: X-03612-23-07  
Minnesota Tax ID Number, if any: 4326991 Federal Employer ID Number (FEIN), if any: 41-1390958  
Mailing Address: 47 N PARK ST  
City: MORA State: MN Zip: 55051 County: KANABEC  
Name of Chief Executive Officer (CEO): LYNN ERICKSON  
CEO Daytime Phone: 715-661-0501 CEO Email: lynerickson@midwesthardwood.com  
(permit will be emailed to this email address unless otherwise indicated below)  
Email permit to (if other than the CEO): jere@jmthielcpa.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):  
 Fraternal  Religious  Veterans  Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

**A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103  
Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): KEVS DEPOT  
Physical Address (do not use P.O. box): 118 RAILROAD AVE NE MORA MN 55051  
Check one:  
 City: MORA Zip: 55051 County: KANABEC  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_  
Date(s) of activity (for raffles, indicate the date of the drawing): AUGUST 23, 2023  
Check each type of gambling activity that your organization will conduct:  
 Bingo  Paddlewheels  Pull-Tabs  Tipboards  Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**CITY APPROVAL  
for a gambling premises  
located within city limits**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before submitting application to the Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**  
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: *Lynn Erickson* Date: 7-6-23  
(Signature must be CEO's signature; designee may not sign)

Print Name: LYNN ERICKSON

**REQUIREMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

\_\_\_\_\_ a copy of your proof of nonprofit status; and

\_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**  
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

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This form will be made available in alternative format (i.e. large print, braille) upon request.





City of Mora  
 101 Lake Street South  
 Mora, MN 55051

Telephone: 320-225-4804  
 E-mail: m.yoder@cityofmora.com

## Mobile Food Unit Application

Fees:  Annual License \$75

Licensee Information					
Type of Applicant	<input checked="" type="checkbox"/> Individual	<input type="checkbox"/> Corporation	Applicant Full Name (person completing the application)		
	<input type="checkbox"/> Partnership	<input type="checkbox"/> Association	Amber Dawn Dahl		
Legal Name of Licensee (individual, business, partnership, LLC, Corporation)			DBA or Trade Name		
			Wally's Whistle Stop		
Licensee Address		City	State	Zip Code	
11447 HWY 23		Ogilvie	MN	56358	
Is this your permanent address? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, please provide permanent address.					
Primary Phone		Alternate Phone		Email	
763 360-7654				adam1021@gmail	
Minnesota Business Tax ID Number (Per Minnesota Statutes 270C.72)		Federal Tax ID Number		Applicant's Social Security Number *(must be provided if the MN and Federal ID numbers are not provided)	
				470-15-6998	
Vehicle Information					
License Plate #	State	Make	Model	Year	Color
YNC-0533	MN	Ford	E 350	1990	colorful Bubbles
Certificate of Insurance					
<input type="checkbox"/> A Copy of the Certificate of Insurance must be attached to this application.  The city requires <u>all</u> applicants to provide a certificate of insurance that has been issued to the applicant by an insurance company authorized to do business in the State of Minnesota verifying the applicant is insured against claims arising out of all operations of such applicant under this chapter for the sum of at least one million dollars (\$1,000,000.00) against liability for bodily injuries and for at least one million dollars (\$1,000,000.00) against liability for damage or destruction of property.  Certificate of insurance must contain a provision requiring at least thirty (30) days' advanced written notice to the city, or ten (10) days' written notice for non-payment of premium notification be sent to the city should the policy be cancelled before its stated expiration date.					
State License					
Mobile food units shall hold a valid license from the State of Minnesota Department of Health or Department of Agriculture. A copy of the state license must be attached to this permit application.					
Previous Licenses					
Please list the last three (3) municipalities you held a license for operating a Mobile Food Unit. Include city, state, and dates.					
1. _____					
2. _____					
3. _____					

**Submittal Checklist**

- Completed application.
- Application Fees made payable to "City of Mora".
- Completed and signed Certificate of Compliance Minnesota Workers' Compensation Law form.
- Completed and signed Background Investigation Consent Release.
- Copy of driver's license or valid government issued photo identification.
- Copy of proof of Minnesota Department of Health or Minnesota Department of Agriculture License.
- Certificate of Insurance.

Please note: License applications may take up to 30 days for approval so please allow ample time between the application and your first event.

**Applicant Signature**

I certify that I have read the above questions and the answers are true and correct to the best of my knowledge.

Amber & Wally shall perform its activities in full conformance with applicable federal, state and local  
(Licensee Name)

laws, and shall be responsible for, and shall indemnify, defend and hold harmless the City of Mora and all of the City's officers, employees and agents from and against all claims, suits, liability, damages and losses, specifically including, but not limited to those for loss of use of property, for damage to any property, real or personal, for injury to or death of any person, and for all other liabilities whatsoever including related expenses and actual attorney fees in any way sustained by reason of the activities authorized by this license, permit or agreement in connection with the actions of

Amber & Wally, its employees, agents or officers within the City of Mora.  
(Licensee Name)

The foregoing shall not be construed to be an agreement to indemnify the City of Mora, its officers, agents or employees against liability for claims, suits, damages and losses to the extent that such claims, suits, damages and losses were caused by or resulting from the gross negligence or willful misconduct of the City of Mora, its officers, employees or agents. This permit, license or agreement shall be construed in accordance with the laws of the State of Minnesota.

Amber & Wally  
Signature

7.6.2023  
Date

**OFFICE USE ONLY**

Date Filed: 07/06/2023 Fees Paid: 25 00 Receipt number: 1333

Background check:  City Official: \_\_\_\_\_ Date: 7/6/23

Approve, \_\_\_\_\_ ; cc \_\_\_\_\_

Deny, \_\_\_\_\_

License Number: \_\_\_\_\_ Comments: \_\_\_\_\_



# MEMORANDUM

Date July 18, 2023  
To Mayor and City Council  
From Natasha Segelstrom, Administrative Services  
RE Certify Unpaid Utilities

## SUMMARY

---

City Council approval is needed in order to certify unpaid utility charges.

## BACKGROUND INFORMATION

---

On July 18, 2023, in accordance with Minnesota state law and Mora City Code §50.24, the Public Utilities Commission held a public hearing giving affected property owners the right to object to the certification of unpaid utility charges.

The attached resolution includes the PUC-approved recommendations for certification of unpaid utility bills for collection with property taxes. If the City Council so chooses, the attached resolution must be approved by City Council in order to be a valid lien on the property.

## OPTIONS IMPACTS

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1. Approve the attached resolution in full.
2. Approve the attached resolution partially.
3. Do not approve.

## RECOMMENDATIONS

---

Motion to approve Resolution 2023-723

Attachments  
Resolution No. 2022-723

**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

Parcel ID	Service Address	To Certify	Full Billing Name
22.01595.00	419 FOREST AVE W	\$ 1,054.78	SPINLER, ANTHONY
22.01345.00	705 FOREST AVE W	\$ 68.82	ROATCH, WAYNE
22.00860.10	421 CENTRAL AVE W	\$ 2,104.44	ERICKSON, KIMBERLY
<b>TOTAL UTILITY SPECIAL ASSESSMENTS</b>		<b>\$ 3,228.04</b>	

The foregoing resolution was introduced and moved for adoption by Council Member \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_.

Voting for the Resolution:.....  
Voting Against the Resolution: .....  
Abstained from Voting:.....  
Absent: .....

Motion carried and resolution adopted this 18th day of July 2023.

\_\_\_\_\_  
Jake Mathison, Mayor

ATTEST:

\_\_\_\_\_  
Natasha Segelstrom, City Clerk



# MEMORANDUM

Date: July 18, 2023  
To: Mayor and City Council  
From: Jeff Krie Activities & Recreation Coordinator  
RE: Special Event Permit for the Crystal Bar and Grill Veterans Memorial Fundraiser

---

## SUMMARY

Staff is asking City Council to approve the Special Event Permit for the Veterans Memorial Fundraiser on August 26, 2023 hosted by the Crystal Bar and Grill.

## BACKGROUND INFORMATION

Staff was notified that the Crystal Bar and Grill submitted a Special Event Permit for Veterans Memorial Fundraiser. The Crystal Bar and Grill would like to close Union Street from Northwest Railroad Ave to Maple Ave Starting at 6am until midnight. The event will set up at 6am and will have various events as scheduled with Music starting at 11am and going through 11pm.

## OPTIONS & IMPACTS

1. Traffic control devices will be provided by Kanabec County and will be placed as directed and removed from the streets at the end of the event.
2. They event will have alcohol and is catered by the Crystal Bar and Grill which has its license and will have a fenced off serving area. All beverages must stay within fenced in area. Updated certificate of liability is needed as current on expires in July.
3. Full street clean-up, no garbage cans to be left in street after event.
4. Fees are not paid and must be paid before event can start.

## RECOMMENDATIONS

Motion to approve the Special Event Permit for the Veterans Memorial Fundraiser and to approve the street closer on Union Street from Northwest Railroad to Maple Ave.

### *Attachments*

Attachment A – Special Event Permit



CITY OF MORA  
SPECIAL EVENT PERMIT APPLICATION

City of Mora | 101 Lake Street South | Mora, MN 55051  
ci.mora.mn.us | 320-679-1511

Please refer to our website for the Public Property Use Permit Policy for additional information and rules.  
Only completed applications with payment will be accepted. Applications are due 60 days prior to event.

EVENT INFORMATION	
Name of Event:	Veterans Memorial Fundraiser
Type of Event (festival, parade, athletic, etc.):	Fundraiser
Event Location:	Union Street in front of Crystal Bar & Grill
Event Set Up Date:	8/26/2023
Start Time:	6am
End Time:	midnight
Actual Event Date(s):	8/26
Start Time:	6am
End Time:	midnight
Event Clean Up Date:	8/26
Start Time:	11pm
End Time:	midnight
Estimated Attendance:	300 Approx
Please be aware that parks close at 10:00 pm.	
APPLICANT INFORMATION	
Sponsoring Organization Name:	Crystal Bar & Grill
Primary Contact Person:	KARL + Amy GOTTFREDSON Crystal Bar
Address:	39 Union St N
City:	Mora
State:	MN
Zip:	55051
Phone:	651-335-8706
E-Mail:	crystalbargrill@gmail.com
Name of Contact Person During Event:	KARL + Amy
Cell Phone:	612-390-8373 K 651-335-8706 A
Person listed above must be present during the event and immediately available.	
DAMAGE / KEY DEPOSIT REFUND INFORMATION	
Person/Organization Name:	Samba
Address:	
City:	
State:	
Zip:	
EVENT DETAILS	
Schedule of Activities Attached?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Site Plan Attached?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
Traffic Plan Attached?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
List any Road Closures/Partial Lane Closures and the Time of Closing:	Union St. From Railroad to From NNB to Bakery. Maple
If applicable, please attach a clear map showing the traffic plan with street closures and routes	

Is the event open to the public?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Admission Charged? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
Will alcohol be served at the event?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	If yes, will you be charging for or accepting donations for the alcohol? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
<b><i>If YES to both of the above questions pertaining to alcohol, attach liquor liability certificate of insurance from both the applicant and the caterer (if one is used) naming the CITY OF MORA as additional insured.</i></b>			
Certificate of Liability Insurance attached?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	
Will food be served / provided / prepared on site?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	If YES, please contact MN Department of Health at 320-223-7317.
Will sound amplification be used?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	If YES, hours and type: <i>Music/Speakers 11am-11pm. No amplified sound 10 pm to 7 am.</i>
<b><i>Please attach a site plan showing the following applicable items.</i></b>			
Will there be canopies or tents?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Indicate on site plan the size and location of canopies & tents. Date installed: <i>8/26/23</i> Date removed: <i>8/26/23</i> <span style="float: right;"><i>7 am - 11 pm.</i></span>
Will there be events in the air?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Indicate on site plan what & where. <i>American Flag From Boom Truck</i>
Will a stage be set up?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Indicate on site plan the size and location of the stage.
Will there be temporary fencing?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Indicate on site plan the dimensions and location of the fencing.
Will traffic control devices be needed?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	Number needed:
Will there be a fire or fires?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Indicate on site plan the dimensions and location of the fire(s).
Will power be needed?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Indicate on site plan the location(s) of power source. Additional permits may be needed-contact MMU 679-1451.
Event attendance at 100 persons or greater requires sanitation facilities. Indicate sanitation facilities location on site plan if required. If not required, describe sanitation plan here: <i>Sanitary Systems Providing Toilets</i>			
Describe parking arrangements for the event and show on the traffic plan: <i>Regular Parking</i>			
Describe trash removal and clean-up plan during and after event: <i>Garbage Cans Provided By Quality Disposal</i>			

This permit is not transferable, nonrefundable, and is not valid for any other date or purpose than specified above. An approved copy of this permit must be available for inspection during the period of use.

Special Events Waiver of Liability Agreement:

I agree to abide by all applicable City Ordinances regulating special events and the use of public parks. I agree to indemnify and hold the City of Mora harmless for any personal injury claims resulting from our use of public property or organized public event and waive any right to make claims or bring lawsuit against the City or anyone working on behalf of the City. I agree to pay for any damage done to public property as a result of our organization's use of public property that exceeds the damage deposit.

**Please Note:** Applications and other materials (map, race route, etc.) submitted for approval will be considered final once the permit is approved by the City Council. Please be sure all information on the application is correct.

*Paul Johnson*  
 Signature of Authorized Representative  
 For Crystal Burt Grew

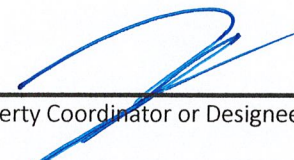
*39 Union St N*  
 Address/City/St/Zip  
 Mora MN 55051

*3/27/23*  
 Date

**PAYMENT INFORMATION**

Event Fee: <b>50.00</b>	Date Paid:	Staff Initials:
	Amount Paid:	
Key/Event Deposit(s): <b>100.00</b>	Date Paid:	Staff Initials:
	Amount Paid:	
	Date Returned:	Staff Initials:
Key: <b>N/A</b>	Key #:	Staff Initials:
	Date Issued:	
	Date Returned:	Staff Initials:
Comments:		

**Authorization and Comments**

  
 \_\_\_\_\_  
 Property Coordinator or Designee Signature and Date

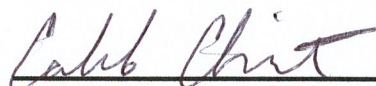
I have reviewed the application and have the following comments and conditions:

**Fees Not Paid**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

 **6-6-2023**  
 \_\_\_\_\_  
 Public Works Director Signature and Date

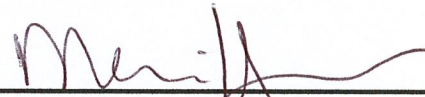
I have reviewed the application and have the following comments and conditions:

**No concerns. County provides all signage + barricades.**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

 **5-22-23**  
 \_\_\_\_\_  
 Building Official Signature and Date

I have reviewed the application and have the following comments and conditions:

**No comments or concerns as it's laid out.**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

 **5-31-23**  
 \_\_\_\_\_  
 Deputy Clerk Signature and Date

I have reviewed the application and have the following comments and conditions:

~~No comments or concerns~~  
**\*Updated COI for liquor liability should accompany permit upon renewal. (expires 7-2-2023).**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



*[Handwritten Signature]*

Fire Chief or Designee Signature and Date

I have reviewed the application and have the following comments and conditions:

*Ok with MS.*

*[Handwritten Signature]*

Kanabec County Sheriff or Designee Signature and Date

I have reviewed the application and have the following comments and conditions:

*[Handwritten Signature]*

City Administrator Signature and Date

I have reviewed the application and have the following comments and conditions:

City Council Approval Date / Permit Issued Date

EVENT FEES			
Permit Base Fee	<u>\$50</u>	Late Fee	\$100
Damage/Key Deposit	<u>\$100</u>	Cancellation Fee	\$15
Additional Options (in addition to base fee)			
Street Closure/Parade	\$25	<i>County</i>	
Traffic Control Devices	\$50 (covers drop-off and pick-up at event site)	<i>County</i>	
Event Storage Fee	\$50		
Garbage Removal	\$45/hr. (deducted from damage deposit)		
Event Clean-up	\$45/hr. (deducted from damage deposit)		

License Fee: \$2,400.00

State of Minnesota  
County of Kanabec

License No. 2022-112.8

City of Mora

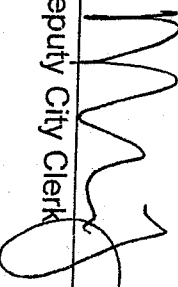
# BUSINESS LICENSE

Pursuant to an application therefor, this license is hereby granted to the CB&G LLC d/b/a **Crystal Bar & Grill** for the business location of 39 Union St N, City of Mora, Kanabec County, Minnesota for the term of one year beginning at **12:01 am, September 1, 2022**, and ending at **12:00 midnight, August 31, 2023**, for the following purposes:


- LIQUOR ON-SALE** – To sell intoxicating liquors at retail only for consumption on the premises.
- LIQUOR SUNDAY ON-SALE** – To sell intoxicating liquors on Sunday at retail only for consumption on the premises.

This license is granted subject to the laws of the United States of America, the laws of the State of Minnesota, and the ordinances and regulations of the City of Mora pertaining thereto. This license is to be displayed conspicuously within the establishment. Licenses are revocable for the violation thereof and are not transferable or refundable.

Attest:

  
\_\_\_\_\_  
Deputy City Clerk

By order of the Council of the City of Mora  
This 18th day of August 2022

  
\_\_\_\_\_  
Mayor

SEAL



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/18/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>		<b>CONTACT NAME:</b> James Robinette	
Wiser Insurance Agency		<b>PHONE (A/C, No, Ext):</b> (952) 472-3660	<b>FAX (A/C, No):</b>
PO Box 427		<b>E-MAIL ADDRESS:</b> jim@wiser-ins.com	
Mound, MN 55364		<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b>		<b>INSURER A:</b> Badger Mutual Insurance Co	
CB& G, LLC DBA Crystal Bar & Grill		<b>INSURER B:</b> RAM Mutual Ins. Co.	
39 N Union		<b>INSURER C:</b>	
Mora		<b>INSURER D:</b>	
MN 55051		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDSUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		00732-59999	07/02/2022	07/02/2023	EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 500,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 500,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		00732-59999	07/02/2022	07/02/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A WC 327744.00	07/02/2022	07/02/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability		00732-59999	07/02/2022	07/02/2023	Per Occ. 1,000,000 Annual Agg. 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

GL and liquor policies extends to and covers all catered events at any location (off premises coverage).

**CERTIFICATE HOLDER****CANCELLATION**

MN DPS

Alcohol and Gambking Enforcement Div.  
 445 Minnesota Street, Suite 222  
 St. Paul MN 55101

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

James D Robinette



**Minnesota Department of Public Safety  
Alcohol & Gambling Enforcement Division**

HAS BEEN ISSUED THIS LICENSE/PERMIT BY THE STATE OF MINNESOTA PURSUANT TO MINNESOTA  
STATUTES CHAPTER 340A AND RELATED REGULATIONS

**ALCOHOL CATERER'S PERMIT**

**Expiration Date: 10/29/2023**

**Iden: 72459**

**Crystal Bar & Grill  
CB & G LLC  
39 Union St. N.  
Mora, MN 55051**

<b>Business Location</b> 39 Union St. N. Mora
---

*[Signature]*  
Alcohol & Gambling Enforcement Director

Maple Ave

need  
something

Stage

Booth

Entrance

Temporary Fencing

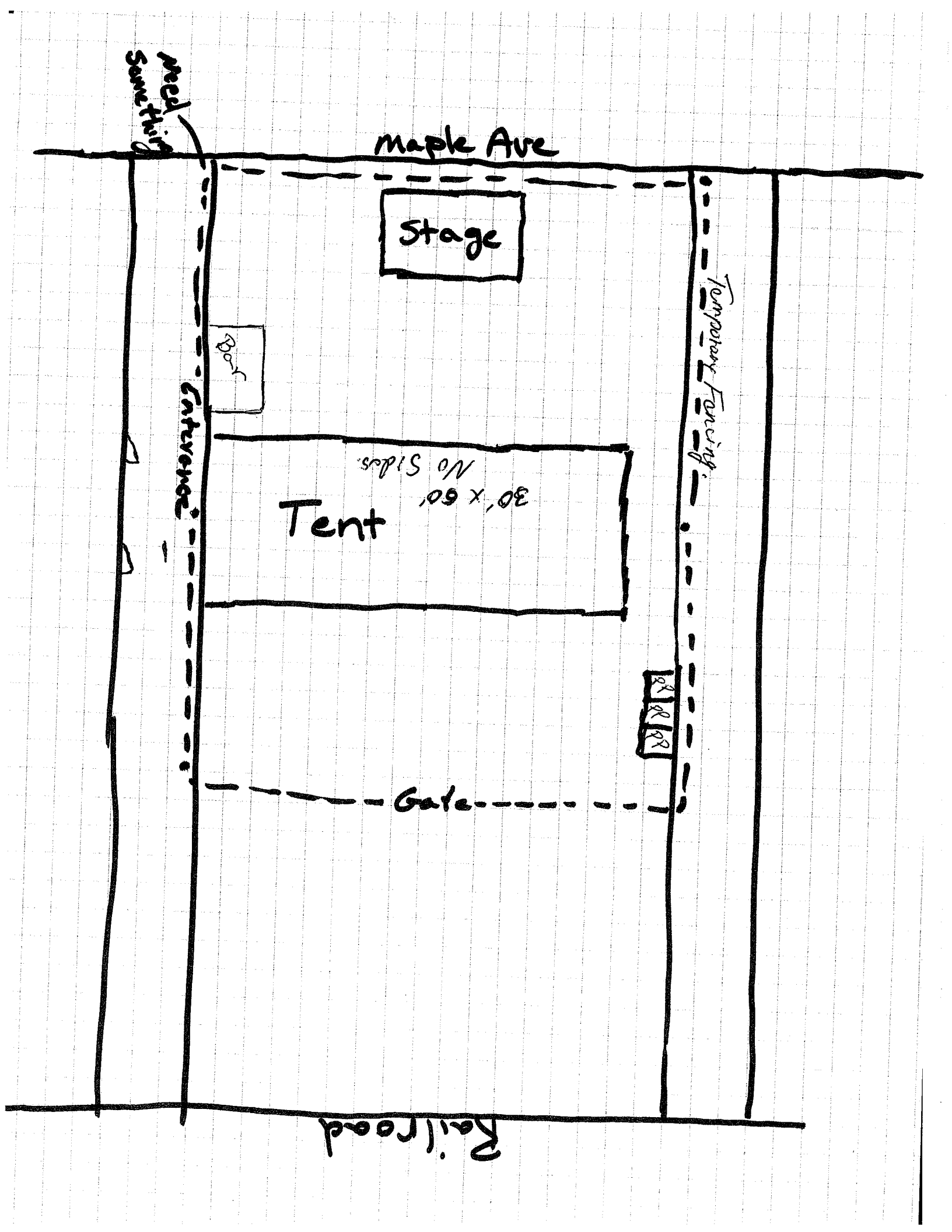
30' x 60'  
No Sides

Tent

Booth

Gate

Railroad



## Schedule of Activities

6:00am Set UP

8:00am Bake sale

Silent Auction 8am-3:30pm

Live Auction 4:30pm

\*\*Color Guard doing the National Anthem around 4pm

Music

11:00am first

Last one is at 7pm (may vary)

these depends on the time it takes for live auction.

Burger Bash 11am-8 pm

Crystal Bar and Grill Presents  
**Veterans Memorial  
Fundraiser  
August 26**

*The Kanabec County Veterans Memorial will take shape this summer starting with a Concrete Flag Plaza. You will see the flags of each of the six military branches and Old Glory flying high before summers end. Next year the first filled Honor Walls and Killed in Action Memorial will be added. The building will contain a static military display. The static display will highlight the military stories of our local heroes and the bronze statue Silent Battle will be a permanent reminder of the invisible wounds of war.*

8:00am- Bake/Produce sale opens

9:00am- Silent auction opens

5:30pm- Silent auction ends

5:30pm- National Anthem

5:35pm- Raffle Drawing

6:00pm- Live Auction starts

Street Dance with Live Music

-Luke Vizenor

-Fuzzy

-Small Town Famous

-34th Infantry Division "Red Bull" Band

-My Famous Friends

***If you would like to donate:  
Please email [moragivesback@gmail.com](mailto:moragivesback@gmail.com)***

**Street Dance**

with

**Bake Sale/Silent Auction/Live Auction**

&

**Other Fun Activities**









Direct Phone: 320.364.1173  
City Hall: 320.679.1511  
Email: n.segelstrom@cityofmora.com

## REQUEST TO BE PLACED ON COUNCIL AGENDA

NAME: Julia Lanphear DAYTIME PHONE NO.: [REDACTED]  
(PLEASE PRINT)

ORGANIZATION REPRESENTING: self

ADDRESS: 33 Valley Ln DATE OF COUNCIL MEETING 7/18/23  
Mora MN 55051 REQUESTING TO ATTEND

TOPIC TO BE PRESENTED TO COUNCIL: Road speed, speed bumps  
on 33 Valley Ln

ACTION REQUESTED OF COUNCIL: Something change  
before someone get hurt.

CITY STAFF CONTACTED ABOUT REQUEST: \_\_\_\_\_

[Signature]  
SIGNATURE  
6/30/23  
DATE

**\*\*NOTE\*\*** Regular City Council meetings are scheduled for the **3rd Tuesday** at **6:30 P.M.** in the Council Chambers at City Hall. (Work session at 5:00 P.M. if necessary).

Members of the public are provided with the opportunity to request items be placed on Council Agenda for consideration or discussion. A written request to be placed on the Council Agenda must be received in the City Clerk's office at City Hall before noon on the Tuesday prior to the Council Meeting. Prior to submitting the request, the specifics of the request must be discussed with the City Administrator or his/her designee.

For City use only:  
City staff with whom the request was discussed: Mandi Helder  
Date specifics discussed with City staff: 6/30/23





Direct Phone: 320.364.1173  
City Hall: 320.679.1511  
Email: n.segelstrom@cityofmora.com

## REQUEST TO BE PLACED ON COUNCIL AGENDA

NAME: Recky Fottol  
(PLEASE PRINT)

DAYTIME PHONE NO.:



ORGANIZATION REPRESENTING: \_\_\_\_\_

ADDRESS: 606 Forest Av. W  
MORA, MN. 55051

DATE OF COUNCIL MEETING

REQUESTING TO ATTEND

7-18-23 - 6:30 PM

TOPIC TO BE PRESENTED TO COUNCIL: SEWER LINE

ACTION REQUESTED OF COUNCIL: HAVE FIXED

CITY STAFF CONTACTED ABOUT REQUEST: CALEB CHRISTENSEN, JOE KOHLGRAF

Recky Fottol  
SIGNATURE

6-5-2023  
DATE

**\*\*NOTE\*\*** Regular City Council meetings are scheduled for the **3rd Tuesday** at **6:30 P.M.** in the Council Chambers at City Hall. (Work session at 5:00 P.M. if necessary).

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For City use only:

City staff with whom the request was discussed:

Date specifics discussed with City staff:

Glenn Anderson  
07-05-2023





**CITY OF MORA  
MORA MUNICIPAL UTILITIES**

101 Lake Street South  
Mora, MN 55051-1588

[ci.mora.mn.us](http://ci.mora.mn.us)



---

320.679.1511

Fax 320.679.3862

320.679.1451

June 8, 2023

The Office of Minnesota Attorney General Keith Ellison  
445 Minnesota St, Ste. 1400  
St Paul MN 55101

Re: Becky Fuhol

Dear Sir:

Per City of Mora city ordinance, the property owner is liable for costs and repairs of their private sewer line from the structure to the public sewer. The area this property is located is in the original part of town and was completed over 50 years ago with no plans for upgrades any time soon. It appears repairs were made 14 or 15 years ago that has sagged over time and doesn't allow proper flow. The business that did the repairs has sold multiple times and will not honor a warranty (if there would still be one) or repair the line for free.

Please let me know if I can be of further assistance.

Sincerely,

Caleb Christenson  
Building Official

City of Mora | 101 Lake Street South | Mora, MN 55051-1588  
Direct 320.225.4808 | Cell 320.674.0038 | City Hall 320.679.1511



[www.ci.mora.mn.us](http://www.ci.mora.mn.us)

Attached: City of Mora ordinance section referring sewer repairs

**§ 53.063 LIABILITY FOR REPAIRS.**

The owner shall be responsible for the service connection from the building to the public sanitary sewer. This responsibility shall include the connection or joint where the service connection joins the public sewer. This responsibility shall include the installation, maintenance, and repair of the service connection. The owner shall be responsible for the cost of installation maintenance, repair and replacement of the service connection.

(Ord. 409, passed 6-21-2011)Penalty, see § 53.999

**§ 53.064 REPAIR TO SERVICE CONNECTIONS.**

Whenever any service connection becomes clogged, obstructed, broken or out of order, detrimental to the use of the public sanitary sewer or unfit for the purpose of drainage, the owner shall repair or cause such work to be done as the Director may direct. Each day after three (3) days that a person neglects or fails to so act shall constitute a separate violation of this section, and the Director may then cause the work to be done and recover from the owner or agent the expense thereof by an action in the name of the Utility.

(Ord. 409, passed 6-21-2011)Penalty, see § 53.999

**§ 53.065 COST OF REPAIRS, ETC.**

In addition to any penalties that may be imposed for violation of any provision of this chapter, the city may assess against any person the cost of repairing or restoring service connections or associated facilities damaged as a result of the discharge of prohibited wastes by such person or other actions detrimental to the public sanitary sewer and may collect such assessment as an additional charge for the use of the public sanitary sewer or in any other manner deemed appropriate by the city.

(Ord. 409, passed 6-21-2011)



March 8, 2023

Becky Fuhol  
606 Forest Ave W  
Mora MN 55051

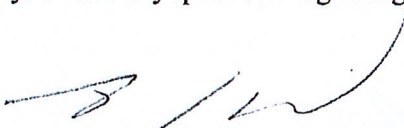
Re: Our Claim #: GL270125  
Trust Member: City of Mora  
Date of Loss: March 1, 2023

Dear Becky;

Thank you for talking with me regarding your sewer service line. As we discussed, your line has evidence of a repair that has failed to a point where your sewer flow is being impacted. A & A Septic identified a section of PVC pipe that has settled and become offset with the rest of your service line. The City has stated that they did not complete those repairs.

Since this situation impacts your service line, the City does not have the responsibility to remedy the current defect. Additionally, I did not find any negligence on the part of the city. Therefore, I must respectfully deny liability for your damages.

If you have any questions regarding this letter or your claim, I can be reached at the number below.



**Robert Bernier | Adjuster P&C Claims**  
Phone: (612) 437-0790 | Fax: (651) 281-1297  
[rbernier@lmc.org](mailto:rbernier@lmc.org) |  
League of Minnesota Cities | 145 University Ave. West | St. Paul, MN 55103  
[www.lmc.org](http://www.lmc.org) | [Facebook](#) | [Twitter](#) | [Podcast](#)

cc City of Mora  
Attn Joe Kohlgraf  
101 Lake St South  
Mora MN 55051-1588



The Office of  
**Minnesota Attorney General Keith Ellison**  
helping people afford their lives and live with dignity, safety, and respect • [www.ag.state.mn.us](http://www.ag.state.mn.us)

May 30, 2023

City of Mora  
101 Lake Street South  
Mora, MN 55051-1588

**Re: Becky Fuhol**  
**File No: PJM/2023/5387572/C**

Dear Sir/Madam:

Enclosed is a copy of a Consumer Assistance Request Form this Office received from Becky Fuhol. I ask that you review this matter as quickly as possible and address Becky Fuhol's concerns. I ask that you send a written response to this Office within ten (10) days of receiving this letter. Please provide a response to this Office by email or fax as follows:

Parker Maertz  
Office of the Minnesota Attorney General  
Email: [AG.Replies@ag.state.mn.us](mailto:AG.Replies@ag.state.mn.us)  
Fax: (651) 282-2155

I thank you for your attention to this matter.

Sincerely,

PARKER MAERTZ  
Manager, Consumer Action Division  
(651) 583-6085 (Voice)  
(651) 282-2155 (Fax)  
[AG.Replies@ag.state.mn.us](mailto:AG.Replies@ag.state.mn.us) (Email)

Enclosure: Consumer Assistance Request Form from Becky Fuhol

cc: Becky Fuhol

|#5509391-v1





City of Mora  
 101 Lake Street South  
 Mora, MN 55051-1588

Direct Phone: 320.225.4804  
 City Hall: 320.679.1511  
 E-mail: [m.yoder@cityofmora.com](mailto:m.yoder@cityofmora.com)

### Property Damage Incident Report

Date of Incident: 3-1-2023 Time of Incident: \_\_\_\_\_ (AM/PM)  
 Name of Individual Filing Report: Becky Fuhal  
 Location of Incident and/or property: 6060 FOREST AV W  
MORA, MN. 55051  
 Contact Number: 763-221-9687  
 Email: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Staff Contact Name & Number: Mandi Yoder 320-225-4804

Please describe in detail the incident that took place including a detailed description of property damages. Attach pictures of the damage if available.

WHEN they put the STREET IN OR  
 SWEWER in they put A PIC of  
 PVC AT ENDS OF SEWER LINE AND NOW  
 IT HAS DROPPED AND HAS A POOL THERE  
 I'U HAD my line Robo Rocter 2 times  
~~ROB~~ (D) NOW AND NOW MARCH RAN  
 CAMERA DOWN AND CAN SEE THE  
 THE POOL. AT STREET  
 A+A Septic did the work

(\*see reverse)

# Consumer Assistance Request Form



The Office of the  
**Minnesota Attorney General**  
helping people afford their lives and live with dignity and respect

## Consumer Information

Becky Fuitol  
Your Name \_\_\_\_\_ Suffix (Jr., Sr., etc.) \_\_\_\_\_

Company/Organization \_\_\_\_\_

606 FOREST AV. W.  
Street Address \_\_\_\_\_

MORA, MN. 55051  
City, State, Zip \_\_\_\_\_

763-221-9681  
Primary Phone \_\_\_\_\_

Alternate Phone \_\_\_\_\_

Email \_\_\_\_\_

## Company Complained About

MORA Municipal Utilities  
Name of Company Complained About \_\_\_\_\_

Building Insp., City Sewer Div., City Inv. Co.  
Contact Person at Company Complained About \_\_\_\_\_

Title of Contact Person \_\_\_\_\_

101 LAKE ST. S.  
Street Address \_\_\_\_\_

MORA, MN. 55051  
City, State, Zip \_\_\_\_\_

320-679-1451  
Phone Number \_\_\_\_\_

www.ci.mora.mn.us  
Their Email \_\_\_\_\_

## Have you contacted another agency?

Yes     No

### If yes, which agency did you contact?

Consumer Financial Protection Bureau     Internal Revenue Service     MN Public Utilities Commission

Federal Bureau of Investigation     MN Department of Commerce     US Department of Justice

Federal Communications Commission     MN Department of Human Rights     US Postal Inspection Service

Federal Trade Commission     MN Department of Revenue     Other MN. Sec. of STATE

And what was the result? HAVE NOT RETURNED CALL

## Have you filed a lawsuit?

Yes     No

If yes, what was the Court File Number? \_\_\_\_\_

And what was the result? \_\_\_\_\_

**Product, Service, or Payment Involved**

City Sewer Line Connection  
Product or Service Involved

Date of Purchase

Amount of Purchase (\$ USD)

Acct # 02-00183000-01-5  
Customer ID or Account Number

**Explanation & Resolution**

**Explanation of the Problem**

My SEWER LINE HAS SEPARATED OUT IN THE MIDDLE OF STREET. A 3 FOOT PIECE OF PVC PIPE HAS COME LOSE AT BOTH ENDS AND HAS MADE A POOL. THE CITY SAYS I'M RESPONSIBLE FOR SEWER LINE TO THE MAIN. I TALKED TO PLUMBERS WITH 30+ YEARS EXPERIENCE THEY SAID ITS THE CITY WHEN THEY DID THE STREET. PLEASE SEE ATTACHED PAPERS!

**What do you want the company to do?**

I WANT THE CITY TO FIX THE LINE AND REIMBURSE ME FOR MY CARPET AND ROTO-ROTOR CALLS.

By signing below, I consent to and acknowledge that the information I am providing may be used and/or disseminated by the Minnesota Attorney General's Office: (a) to resolve the issue about which I am contacting the Office, including by contacting any person or entity complained against; (b) to communicate with me; (c) to other law enforcement agencies and/or consumer-assistance agencies; and (d) to otherwise assist in enforcing the law. Except as otherwise authorized by this consent, I understand that the information I am providing will be treated as "private data on individuals" under the Minnesota Government Data Practices Act, Minn. Stat. ch. 13, and shall not be used or disseminated except as authorized under the Act or other applicable state or federal law. I understand that I am not legally required to provide the information I have submitted in this form, but that my failure to do so may make it more difficult to resolve my concern.

Bruce Keel  
Signature

4-14-2023  
Date

RECEIVED

Please mail completed, signed form (and any attachments) to:  
Office of Minnesota Attorney General Keith Ellison, 445 Minnesota Street, Suite 1400, St. Paul, MN 55101.

APR 18 2023

Attorney General's Office  
Suite 1400A

This document is available in alternative formats to individuals with disabilities by calling (651) 296-3353 (Twin Cities Calling Area), (800) 657-3787 (Outside the Twin Cities), or through the Minnesota Relay Service at (800) 627-3529.

The Minnesota Attorney General's Office values diversity and is an equal opportunity employer.

I called the Building Inspector —  
CALEB CHRISTENSON # 320-225-4808  
I ASKED TO SEE PERMITS FOR THIS  
ADDRESS FOR SEWER WORK HE SAID  
DON'T NEED PERMIT FOR SEWER LINE.  
I SAID YOU DON'T INSPECT THE LINES, HE  
SAID THEY INSPECT THE CONNECTIONS AND  
TAKE PICTURES. I ASKED TO SEE THE PICTURES  
HE SAID HE WOULD CHECK INTO IT. ABOUT  
A YR. LATER THE PUBLIC WORKS DIRECTOR  
JOE KOHLGRAF # 320-679-1511 CALLS  
SAID THE STREET REPAIRS WERE DONE  
14 TO 15 YRS AGO AND COMPANY IS NO LONGER  
IN BUSINESS. HE STATED THAT HOME OWNERS  
ARE RESPONSIBLE TO THE MIDDLE OF THE  
STREET.  
"LONG STORY SHORT"

YOU NEEDS PERMIT TO DIG UP STREET  
I STILL HAVEN'T SEEN THE PICTURES  
I FILLED OUT DAMAGE INCIDENT REPORT,  
AND ROBERT BERNIER "SEE ATTACHED PAPER"  
CALLED ME HE SAID HE EVEN CHECKED  
LOCATING CALLS WITH NO LUCK.

Would like to speak with  
your Ins Co.

AA Septic won't <sup>WARRANTY</sup> ~~guarantee~~ their  
work Because of the pipe at  
the street + the pool its  
MADE

Becky Paul

3-3-2023

I wanten to put ADD in the paper  
we go Dove to Door but thought I  
might get run out of town.

So I'm Asking for some Help in what  
to Do. This just Doest sound Right  
AND I'm Old AND know One listens.

THANK YOU FOR YOUR TIME

Becky Ford

Becky Ford  
606 FOREST AV. W.  
MORA, MN. 55051  
# 763-231-9681



Direct Phone: 320.364.1173  
City Hall: 320.679.1511  
Email: n.segelstrom@cityofmora.com

## REQUEST TO BE PLACED ON COUNCIL AGENDA

NAME: \_\_\_\_\_ DAYTIME PHONE NO. [REDACTED]  
(PLEASE PRINT)

ORGANIZATION REPRESENTING: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ DATE OF COUNCIL MEETING  
\_\_\_\_\_ REQUESTING TO ATTEND \_\_\_\_\_

TOPIC TO BE PRESENTED TO COUNCIL: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ACTION REQUESTED OF COUNCIL: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CITY STAFF CONTACTED ABOUT REQUEST: \_\_\_\_\_

*Kelli Mung*  
SIGNATURE  
1/13/23  
DATE

**\*\*NOTE\*\*** Regular City Council meetings are scheduled for the **3rd Tuesday** at **6:30 P.M.** in the Council Chambers at City Hall. (Work session at 5:00 P.M. if necessary).

Members of the public are provided with the opportunity to request items be placed on Council Agenda for consideration or discussion. A written request to be placed on the Council Agenda must be received in the City Clerk's office at City Hall before noon on the Tuesday prior to the Council Meeting. Prior to submitting the request, the specifics of the request must be discussed with the City Administrator or his/her designee.

For City use only:  
City staff with whom the request was discussed: \_\_\_\_\_  
Date specifics discussed with City staff: \_\_\_\_\_







REQUEST TO BE PLACED ON COUNCIL AGENDA

NAME: Aaron Gunderson DAYTIME PHONE NO.: [REDACTED]  
(PLEASE PRINT)

ORGANIZATION REPRESENTING: Self

ADDRESS: 1975/1981 205th Ave DATE OF COUNCIL MEETING  
Mosa REQUESTING TO ATTEND July 18, 2023

TOPIC TO BE PRESENTED TO COUNCIL: Sewer mound at 1975 205th Ave  
encroaches 20' onto WWTP property. Council previously  
passed a motion to resolve the issue but former staff  
did not follow-through.

ACTION REQUESTED OF COUNCIL: Considers landowner proposal to resolve  
the issue and pass a motion that allows home at  
1975 205th Ave to be split off the 1981 parcel.

CITY STAFF CONTACTED ABOUT REQUEST: Planning & Zoning

AW  
SIGNATURE

6/28/2023  
DATE

**\*\*NOTE\*\*** Regular City Council meetings are scheduled for the **3rd Tuesday** at **6:30 P.M.** in the Council Chambers at City Hall. (Work session at 5:00 P.M. if necessary).

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For City use only:  
City staff with whom the request was discussed: Caleb C.  
Date specifics discussed with City staff: 6/28/23





# MEMORANDUM

Date: July 18, 2022  
To: Mayor and City Council  
From: Caleb Christenson, Building Official  
RE: Minor Subdivision – Fire Rocks LLC

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## SUMMARY

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Fire Rocks LLC, Paul Kastenbauer, has applied for a minor subdivision in order to split the property located at PID: R 22.00620.10 to allow the sale of land to the neighboring property located at PID 22.00620.00, which the driveway belongs to. This is not a shared driveway.

## BACKGROUND INFORMATION

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Fire Rock LLC submitted an application for a minor subdivision resulting in two parcels. The existing property is 6.27 acres in size with frontage on Walnut Street South. Fire Rocks LLC wish to split the property to create parcel A1, 1.44 acres, and parcel A2, 4.83 acres. This minor subdivision would allow the neighboring property to own the whole driveway.

The subject site is located in the R-2 Manufactured Home Park District. Staff has reviewed the request and finds that proposed Parcels A1 and A2 comply with the R-2 District regulations in terms of lot area, street frontage, and setback requirements, and the request complies with the requirements for granting a minor subdivision as described by City Code §153.098.

## OPTIONS & IMPACTS

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1. Approve the minor subdivision. Approval will create two parcels meeting all applicable zoning and subdivision regulations.
2. Deny the minor subdivision. Denial will prohibit the property owner from subdividing the property despite the fact that the request meets all applicable zoning and subdivision regulations.

## RECOMMENDATIONS

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Planning Commission recommends Council pass Resolution No. 2023-722 approving a minor subdivision to split the property located PID R 22.00620.10.

*Attachments*

Resolution No. 2022-0621  
Survey  
Map



RESOLUTION NO. 2023-722

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA, APPROVING  
A MINOR SUBDIVISION REQUESTED BY FIRE ROCKS LLC**

WHEREAS, Fire Rocks LLC owner Paul Kastenbauer, submitted an application dated received June 2, 2023 and considered complete on June 2, 2023, for a minor subdivision resulting in the creation of two parcels; and

WHEREAS, the existing property is legally described as:

Parcel 22.00620.10

*Sect-11 Twp-039 Range-024 PT E1/2 OF SE1/4 W 56' OF PT OF N 40 AC THAT LIES S OF NE1/4 OF SE1/4 & PT E1/2 OF SE1/4 THAT LIES S OF N 40 AC & LIES N OF S 990' OF SAID E1/2 OF SE1/4 EX N 200' OF S 1190' OF W 660' OF E 990' OF E1/2 OF SE1/4, SUBJ TO CO HWY 17 OVER/ ACROSS E 60' THEREOF & FRANKIE LANE OVER/ACROSS W 56' THEREOF, Kanabec County, Minnesota.*

WHEREAS, the request involves splitting the above described property into two parcels legally described as:

Parcel A1

*That part of the east 249 feet of the East Half of the Southeast Quarter of Section 14, Township 39 Range 24, Kanabec County, Minnesota, which lies south of the north 40 acres of said East Half of the Southeast Quarter and lies north of the south 1050 feet of said East Half of the Southeast Quarter.*

AND

Parcel A2

*The west 56 feet of that part of the north 40 acres of the East Half of the Southeast Quarter of Section 14, Township 39, Range 24, Kanabec County, Minnesota, which lies south of the Northeast Quarter of the Southeast Quarter of said Section 14.*

AND

*That part of the East Half of the Southeast Quarter of Section 14, Township 39, Range 24, Kanabec County, Minnesota, which lies south of the north 40 acres of said East Half of the Southeast Quarter and lies north of the south 990 feet of said East Half of the Southeast Quarter EXCEPT the two following properties:*

- 1. The north 200 feet of the south 1190 feet of the west 660 feet of the east 990 feet of the East Half of the Southeast Quarter of Section 14, Township 39. Range 24, Kanabec County, Minnesota.*

2. That part of the east 249 feet of the East Half of the Southeast Quarter of Section 14, Township 39, Range 24, Kanabec County, Minnesota, which lies south of the north 40 acres of said East Half of the Southeast Quarter and lies north of the south 1050 feet of said East Half of the Southeast Quarter.

WHEREAS, the Planning Commission considered the request at its July 10, 2023 meeting.

NOW THEREFORE BE IT RESOLVED, that the Planning Commission finds that the request for the minor subdivision complies with the subdivision regulations of the City Code in that the subdivision results in three or less parcels of the original lot and the proposed subdivision.

Approval is recommended for City Council approval with the following conditions:

1. This resolution authorizes and facilitates a minor subdivision of property identified as 22.00620.10 legally described above and shown on the attached plat map.
2. No subsequent minor subdivisions involving the above described properties shall be granted prior to July 18, 2024.
3. 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 \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_.

Voting for the resolution: .....

Voting against the resolution: .....

Abstained from voting: .....

Absent:

.....

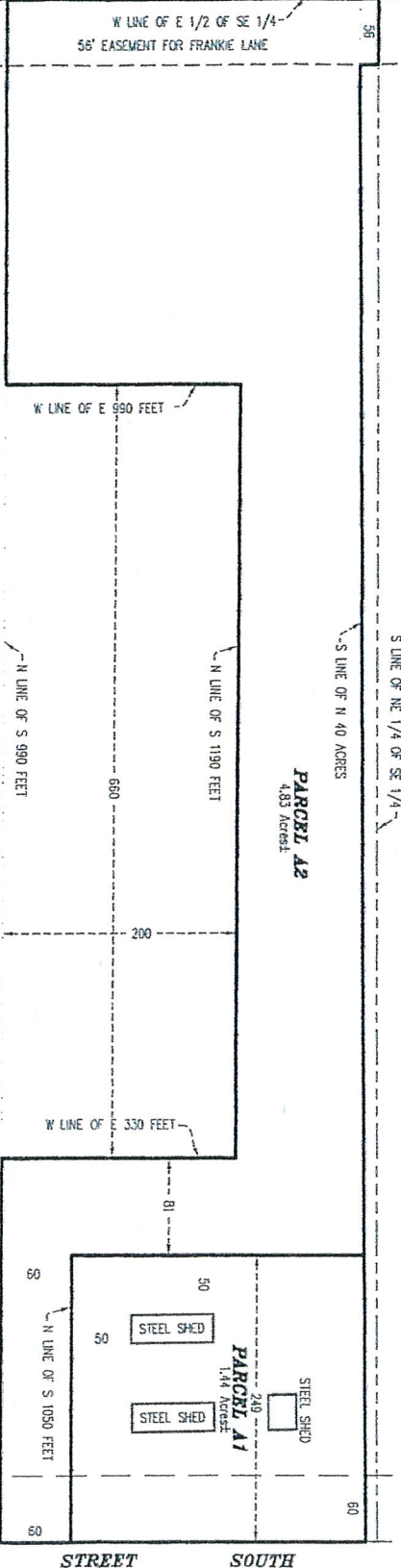
Motion carried and resolution is approved this 18th day of July, 2023.

\_\_\_\_\_  
Jake Mathison, Mayor

ATTEST: \_\_\_\_\_  
Glenn Anderson, City Administrator



**DESCRIPTION SKETCH FOR  
PAUL KASTENBAUER**  
PART OF SECTION 14, TOWNSHIP 39, RANGE 24, KANABEC COUNTY, MINNESOTA



**Description for Parcel A1:**

That part of the east 249 feet of the East Half of the Southeast Quarter of Section 14, Township 39, Range 24, Kanabec County, Minnesota, which lies south of the north 40 acres of said East Half to the Southeast Quarter and lies north of the south 1050 feet of said East Half of the Southeast Quarter.

**Description for Parcel A2:**

The west 56 feet of that part of the north 40 acres of the East Half of the Southeast Quarter of Section 14, Township 39, Range 24, Kanabec County, Minnesota, which lies south of the Northeast Quarter of the Southeast Quarter of said Section 14.

AND

That part of the East Half of the Southeast Quarter of Section 14, Township 39, Range 24, Kanabec County, Minnesota, which lies south of the north 40 acres of said East Half of the Southeast Quarter, EXCEPT the two following described properties:

1. The north 200 feet of the south 1190 feet of the west 660 feet of the east 990 feet of the East Half of the Southeast Quarter of Section 14, Township 39, Range 24, Kanabec County, Minnesota.
2. That part of the east 249 feet of the East Half of the Southeast Quarter of Section 14, Township 39, Range 24, Kanabec County, Minnesota, which lies south of the north 40 acres of said East Half to the Southeast Quarter and lies north of the south 1050 feet of said East Half of the Southeast Quarter.

**Notes to Sketch:**

1. For the purposes of this survey, existing easements of record were not researched.
2. This sketch is for description purposes only. It is understood and agreed that no property corners have been marked in the field in connection with this sketch.

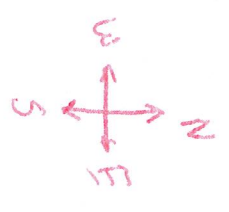
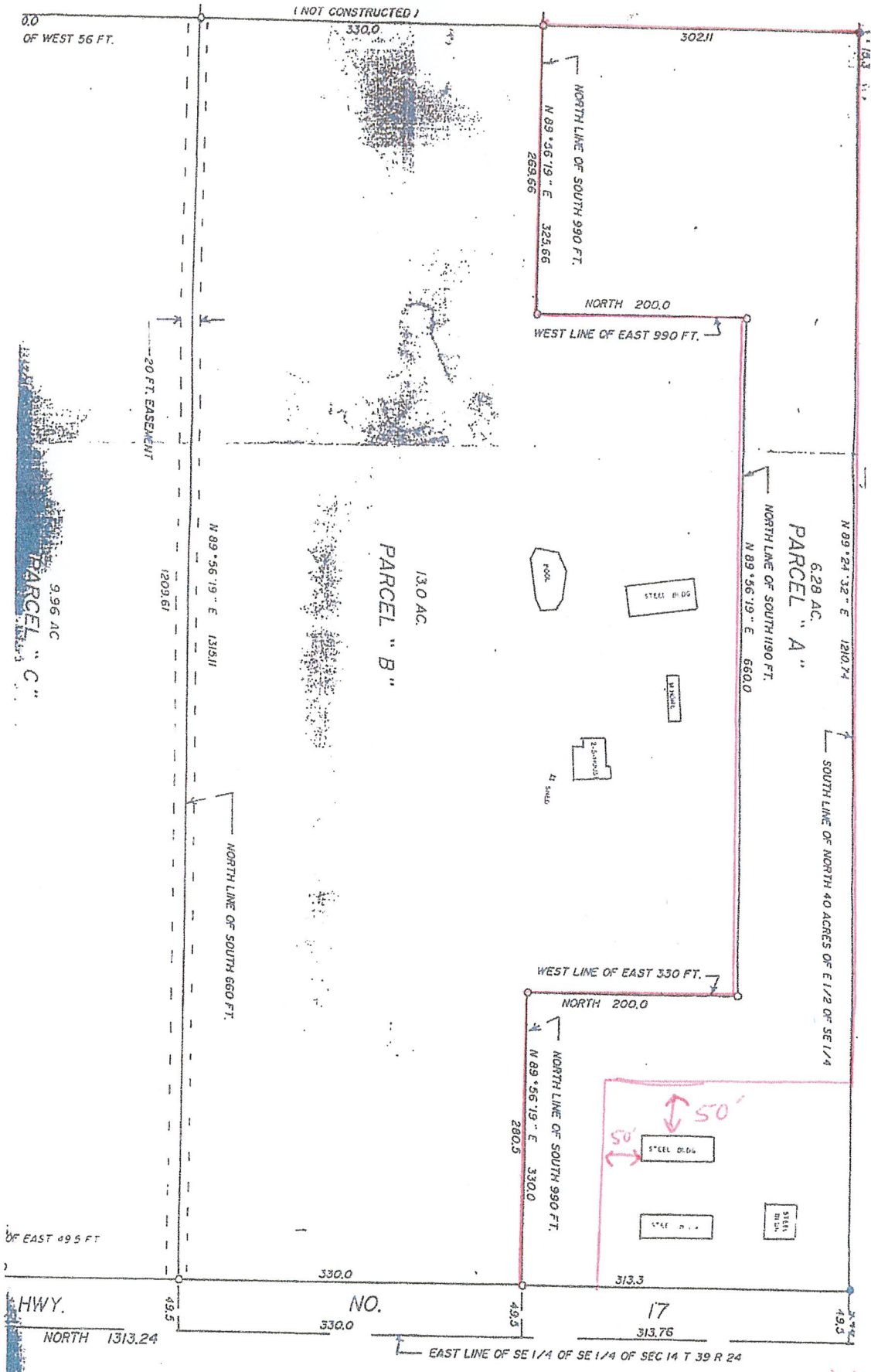
I hereby certify that this survey plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 15th day of January 2021

By: Tyler J. Kroschel, Land Surveyor  
Minnesota License No. 44490

**Kroschel Land Surveyors, Inc.**

1639 Main Street North, Suite 6, Pine City, MN 55063  
Phone: 320-629-3267 tyler@kroschelsurvey.com



walnut →





Parcel ID	22.00620.10	Alternate ID	n/a	Owner Address	FIRE ROCK LLC 2433 JADE ST MORA MN 55051
Sec/Twp/Rng	14-39-24	Class	233-Commercial Preferred, 211-Unimproved Residential		
Property Address	1201 WALNUT ST S MORA	Land Acreage	6.97		
District	22 MORA				
Brief Tax Description	n/a				

(Note: Not to be used on legal documents)

Date created: 7/10/2023  
 Last Data Uploaded: 7/10/2023 6:55:43 AM





# MEMORANDUM

Date: July 18<sup>th</sup>, 2023  
To: Mayor and City Council  
From: Joseph Kohlgraf, Public Works Director  
RE: Airport M &O Grant and Resolution Acceptance

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## SUMMARY

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Airport maintenance and operation grant contract for airport maintenance activities including materials, services, and labor for airport operations along with a resolution to execute the contract for repayment.

## BACKGROUND INFORMATION

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The Mora Municipal Airport receives financial assistance from MNDOT to help offset the cost of airport operations. This is a process that has been done in the past to help receive funding. This contract will be effective now July 2023, through June 2025.

## OPTIONS & IMPACTS

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Accept Contract for maintenance and operation grant and approval resolution for acceptance and continue receiving funds from MNDOT.  
Do not accept and fund all airport expenses moving forward.

## RECOMMENDATIONS

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Staff recommends accepting Airport Maintenance and Operation Grant Contract and approve resolution to keep receiving MNDOT funding for airport operations.

*Attachments; 1-State of Minnesota, Airport Maintenance and Operation Grant Contract  
1-Resolution to Authorize Execution of MNDOT Airport Maintenance and Operation Grant Contract.*



**RESOLUTION**

**AUTHORIZATION TO EXECUTE  
MINNESOTA DEPARTMENT OF TRANSPORTATION  
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

It is resolved by the **City of Mora** as follows:

1. That the state of Minnesota Contract Number **1053298**,  
"Airport Maintenance and Operation Grant Contract," at the  
**Mora Municipal Airport** is accepted.

2. That the \_\_\_\_\_ and \_\_\_\_\_ are  
(Mayor, Chairperson, President, etc.) (Clerk, Auditor, Secretary, etc.)  
authorized to execute this Contract and any amendments on behalf of the  
**City of Mora**.

**CERTIFICATION**

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

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

\_\_\_\_\_  
(Name of the Recipient)

at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_  
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

**STATE OF MINNESOTA  
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

**State Project Number (S.P.):** A3301-MO24  
**State Project Number (S.P.):** A3301-MO25

This contract is between the State of Minnesota, acting through its Commissioner of Transportation (“State”) and City of Mora acting through its City Council (“Recipient”).

### **RECITALS**

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1. Minnesota Statutes §§360.015 and 360.305 authorize State to provide financial assistance to airports for maintenance and operation activities.
2. Recipient owns, operates, or controls an airport (“Airport”) in the state system, and Recipient desires financial assistance from the State for maintenance and operation activities for State Fiscal Year 2024 and State Fiscal Year 2025.
3. Recipient represents that it is duly qualified and agrees to perform all services described in this contract to the satisfaction of the State.

### **CONTRACT TERMS**

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#### **1. Term of Contract and Survival of Terms**

- 1.1. **Effective Date:** This contract will be effective on July 1, 2023, or the date State obtains all required signatures under Minnesota Statutes §16B.98, subdivision 5, whichever is later. As required by Minnesota Statutes §16B.98 Subd. 7, no payments will be made to Recipient until this contract is fully executed.
- 1.2. **Expiration Date:** This contract will expire on June 30, 2025.
- 1.3. **Survival of Terms:** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this contract, including, but not limited to, the following clauses: 9. Indemnification; 10. State Audits; 11. Government Data Practices; 13. Governing Law, Jurisdiction and Venue; and 14. Data Disclosure.

#### **2. Recipient’s Duties**

- 2.1. Recipient will operate and maintain the Airport in a safe, serviceable manner for aeronautical purposes only for the use and benefit of the public.
- 2.2. The Recipient will keep the runway and the area around the lights mowed at the Airport. The grass must be mowed at least 7 feet beyond the lights, and the grass must not exceed 6 inches in height on the landing area. The areas around any navigational aids will be mowed and plowed to keep the area clear for access by a vehicle.
- 2.3. If the Airport remains operational during the winter months, the Recipient will keep at least one runway, associated taxiway, and apron area cleared of snow and ice to the same priority as arterial roads. Snow banks must be limited in height so that aircraft wings, engines, and propellers will clear them. Landing strip markers and/or lights must remain visible.

- 2.4. If the State contracts for the periodic paint striping of the Airport's runways and taxiways during the term of this Contract, the Recipient will cooperate with the marking operation. The Recipient must coordinate seal coat pavement maintenance projects with the State to maximize the pavement marking life.
- 2.5. The Recipient will allow a representative of the State's Office of Aeronautics access to any area of the Airport necessary for the purpose of periodic inspections.
- 2.6. The Recipient will promptly pay all utility bills, including those required for navigational aids.

### 3. Recipient's Assurances

- 3.1. In accordance with Minnesota Statutes § 360.305, subdivision 4, Recipient assures the State that Recipient will operate and maintain the Airport in a safe, serviceable manner for public aeronautical purposes only for a period of one year from the date the Recipient receives final reimbursement under this contract.
- 3.2. Recipient represents and warrants that Recipient has established a zoning authority for the Airport, and such authority has completed, or is in the process of and will complete, with due diligence, an airport zoning ordinance in accordance with Minnesota Statutes §§ 360.061 to 360.074.
- 3.3. Recipient will comply with all required grants management policies and procedures set forth through Minnesota Statutes §16B.97, Subd. 4 (a) (1).

### 4. Third-Party Contracting

- 4.1. Recipient will comply with all applicable local, state, or federal laws, regulations, policies and procedures in the procurement of goods and services funded in whole or in part under this Contract.

### 5. Consideration and Payment

- 5.1. **Consideration.** State will pay for all eligible telecommunication, maintenance, and operation costs incurred by Recipient under this Contract as follows:
  - 5.1.1. **Basis.** Recipient will be reimbursed for 100% of telecommunication costs associated with the operation of state-owned navigational aids. Recipient will be paid for 75% of all other eligible maintenance and operation costs not reimbursed by any other source. Eligible maintenance and operations costs will be determined at the sole discretion of State's Authorized Representative.
  - 5.1.2. **Telecommunication Amount.** State has currently obligated \$0.00 in each State fiscal year to reimburse eligible telecommunication costs at 100%.
  - 5.1.3. **Maintenance and Operation Amount.** State has currently obligated \$35,568.00 in each State fiscal year to reimburse other eligible costs at 75%.
  - 5.1.4. **Total Obligation.** The total obligation of State for all compensation and reimbursements to Recipient under this contract will not exceed \$71,136.00 (State fiscal years 2024 and 2025).
- 5.2. **Payment.**
  - 5.2.1. **Invoices.** The Recipient must submit a reimbursement request of its eligible costs to the Director of the Office of Aeronautics on a quarterly basis or as directed by State's Authorized Representative. The State's Office of Aeronautics will supply the reimbursement request forms which Recipient must submit. Reimbursement requests must be submitted according to the following schedule:
    - On or after October 1, **and no later than November 15**, for the period July 1 through September 30.
    - On or after January 1, **and no later than February 15**, for the period October 1 through December 31.
    - On or after April 1, **and no later than May 15**, for the period January 1 through March 31.
    - On or after July 1, **and no later than August 15**, for the period April 1 through June 30.

The State may reject costs that the State determines are not eligible maintenance and operations expenses.
  - 5.2.2. **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

- 5.2.3. **State's Payment Requirements.** State will promptly pay all valid obligations under this contract as required by Minnesota Statutes §16A.124. State will make undisputed payments no later than 30 days after receiving Recipient's invoices and progress reports for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Recipient within ten days of discovering the error. After State receives the corrected invoice, State will pay Recipient within 30 days of receipt of such invoice.
- 5.2.4. **Grant Monitoring Visit and Financial Reconciliation.** If State's total obligation is greater than \$50,000 in section 5.1.4, above, during the period of performance the State will make at least one monitoring visit and conduct annual financial reconciliations of Recipient's expenditures. The State's Authorized Representative will notify Recipient's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Recipient staff members should be present. Recipient will be provided notice prior to any monitoring visit or financial reconciliation. Following a monitoring visit or financial reconciliation, Recipient will take timely and appropriate action on all deficiencies identified by State. At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Recipient.
- 5.2.5. **Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

**6. Conditions of Payment**

- 6.1. All services provided by Recipient under this contract must be performed to State's satisfaction, as determined at the sole discretion of State's Authorized Representative and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations, including business registration requirements of the Office of the Secretary of State. Recipient will not receive payment for work found by State to be unsatisfactory or performed in violation of federal, state or local law. In addition to the foregoing, Recipient will not receive payment for Airport's failure to pass periodic inspections by a representative of the State's Office of Aeronautics.

**7. Authorized Representatives**

- 7.1. **State's Authorized Representative.** State's Authorized Representative will be:

Name/Title: Jenny Bahneman, Grants Specialist Coordinator  
Address: Office of Aeronautics,  
395 John Ireland Boulevard, Mail Stop 410  
Saint Paul, Minnesota 55155  
E-Mail: jenny.bahneman@state.mn.us

State's Authorized Representative or his /her successor, will monitor Recipient's performance and has the authority to accept or reject the services provided under this contract. If the Recipient's duties are performed in a satisfactory manner, the State's Authorized Representative will accept each reimbursement request submitted for payment.

- 7.2. **Recipient's Authorized Representative.** Recipient's Authorized Representative will be:

Name/Title: Joe Kohlgraf, Public Works Director  
Address: 101 Lake Street South, Mora, MN 55051  
Telephone: (320) 679-1451  
E-Mail: joe.kohlgraf@cityofmora.com

If Recipient's Authorized Representative changes at any time during this contract, Recipient must immediately notify State.



## 8. Assignment, Amendments, Waiver and Contract Complete

- 8.1. **Assignment.** Recipient may neither assign nor transfer any rights or obligations under this contract without the prior consent of State and a fully executed Assignment Contract, executed and approved by the same parties who executed and approved this contract, or their successors in office.
- 8.2. **Amendments.** An amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 8.3. **Waiver.** If State fails to enforce any provision of this contract that failure does not waive the provision or State's right to subsequently enforce it.
- 8.4. **Contract Complete.** This contract contains all prior negotiations and agreements between State and Recipient. No other prior understanding regarding this contract, whether written or oral, may be used to bind either party.
- 8.5. **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.
- 8.6. **Certification.** By signing this Agreement, the Recipient certifies that it is not suspended or debarred from receiving federal or state awards.

## 9. Indemnification

- 9.1. In the performance of this contract by Recipient, or Recipient's agents or employees, and to the extent permitted by law, Recipient must indemnify, save and hold State, its agents, and employees harmless from any and all claims or causes of action, including reasonable attorney's fees incurred by State, to the extent caused by Recipient's: 1) intentional, willful or negligent acts or omissions; 2) breach of contract or warranty; or 3) breach of the applicable standard of care. The indemnification obligations of this section do not apply if the claim or cause of action is the result of State's sole negligence. This clause will not be construed to bar any legal remedies Recipient may have for State's failure to fulfill its obligation pursuant to this contract.

## 10. State Audits

- 10.1. Under Minnesota Statutes § 16B.98, Subd.8, the Recipient's books, records, documents, and accounting procedures and practices of Recipient, or other party relevant to this grant contract or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this contract or receipt and approval of all final reports, whichever is later. Recipient will take timely and appropriate action on all deficiencies identified by an audit.

## 11. Government Data Practices

- 11.1. Recipient and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by State under this contract, and as it applies to all data created, collected, received, stored, used, maintained or disseminated by Recipient under this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either Recipient or State. If Recipient receives a request to release the data referred to in this Clause, Recipient must immediately notify State and consult with State as to how Recipient should respond to the request. Recipient's response to the request must comply with applicable law.

## 12. Workers' Compensation

- 12.1. Recipient certifies that it is in compliance with Minnesota Statutes §176.181, subdivision 2, pertaining to workers' compensation insurance coverage. Recipient's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

## 13. Governing Law, Jurisdiction and Venue

- 13.1. Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings arising out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

#### 14. Data Disclosure

- 14.1. Under Minnesota Statutes §270C.65, and other applicable law, Recipient consents to disclosure of its social security number, federal employer tax identification number and Minnesota tax identification number, already provided to State, to federal and state agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in action requiring Recipient to file state tax returns and pay delinquent state tax liabilities, if any, or pay other state liabilities.

#### 15. Termination and Suspension

- 15.1. **Termination by the State.** The State may terminate this contract with or without cause, upon 30 days written notice to the Recipient. Upon termination, the Recipient will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 15.2. **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this contract, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Recipient has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
- 15.3. **Termination for Insufficient Funding.** The State may immediately terminate this contract if: It does not obtain funding from the Minnesota Legislature; or If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Recipient. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Recipient will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide the Recipient notice of the lack of funding within a reasonable time of the State's receiving that notice.
- 15.4. **Suspension.** The State may immediately suspend this contract in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Recipient during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

#### 16. Discrimination Prohibited by Minnesota Statutes §181.59

- 16.1. Recipient will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

#### 17. Limitation.

- 17.1. Under this contract, the State is only responsible for disbursing funds. Nothing in this contract will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Recipient, however, the Recipient will remain responsible for providing direction to its contractors and consultants and for

administering its contracts with such entities. The Recipient's consultants and contractors are not intended to be third party beneficiaries of this contract.

**STATE ENCUMBRANCE VERIFICATION**

Individual certifies that funds have been encumbered as required by Minnesota Statutes §16A.15 and §16C.05.\*

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

SWIFT Contract (SC) ID No. \_\_\_\_\_

Purchase Order (PO) ID No. \_\_\_\_\_

\*PO staged and to be encumbered with future State fiscal year funds.

**RECIPIENT**

Recipient certifies that the appropriate person(s) have executed Contracts on behalf of Recipient as required by applicable articles, bylaws or resolutions.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**DEPARTMENT OF TRANSPORTATION**

By: \_\_\_\_\_  
(with delegated authority)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**MnDOT CONTRACT MANAGEMENT**

By: \_\_\_\_\_

Date: \_\_\_\_\_





Building a Better World  
for All of Us®

## MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Greg Anderson, PE (Lic. MN)

DATE: July 19, 2023

RE: Project Updates  
SEH No. MORA0 145879 14.00

### TH 65 at 9<sup>th</sup> Street – Left Turn Lane Project

- The project is currently out for bid with a bid opening date of Thursday, July 27<sup>th</sup> at 10:30 am. The bid opening will be virtual.
- After the bid opening, MnDOT will prepare the master agreement for cost share on the project between MnDOT and the City. I would expect to have the master agreement by the end of July.
- I would suggest the council consider a special council meeting in early August to review the bids and master agreement with the purpose of awarding the construction contract to the low bidder and execute the master agreement with MnDOT.
- The proposed completion date for the construction is late October.

### TH 65 Bike Trail Extension

- The project is currently out for bids with a bid opening date of Thursday, July 27<sup>th</sup> at 10:00 am. The bid opening will be virtual.
- Should the council hold a special meeting for the TH 65 Turn Lane bids, they may want to consider reviewing these bids for a possible contract award at the same meeting rather than waiting until the August 15<sup>th</sup> meeting.
- The proposed completion date for the construction is late October.

### Mora Lake Outlet Pipe/Maple Avenue Reconstruction Project

- SEH and City staff meet with the Kanabec County Engineer in late June to discuss the project and schedule.
- Kanabec County is planning their road project for 2025 and is willing to include the outlet pipe and utility replacement plans in the County project for bidding and construction.
- Kanabec County would be open to the City completing the utility replacement and lake outlet pipe project in 2024 as long as Maple Avenue is repaved for winter.
- Kanabec County will complete the topographic survey for the SEH/City's use to prepare the utility/lake outlet construction plans. They will complete the survey yet this summer.
- SEH will prepare a design proposal for the council's consideration at their August 15<sup>th</sup> meeting.
- Once the City receives the formal grant funding documents, SEH and City staff will prepare a project schedule. The council may want to consider completing the utility/lake outlet portion of the project separate of the Kanabec County road project if they desire to have the work completed in 2024.
- Further discussion on project schedule will take place at the August 15<sup>th</sup> meeting.

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | [sehinc.com](http://sehinc.com)

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**OFFICE**

**KANABEC COUNTY SHERIFF**

SHERIFF BRIAN SMITH

## June 2023

During the month of June, 2023 Kanabec County Sheriff's Office contract cars responded to or initiated 495 calls for service within the City of Mora. The most frequent calls for service were Medical Emergencies (57), Traffic complaints/violations (122), and 911 Hang-ups/abandoned lines (40).

Contract Deputies received continuing education in the following areas:

- Ethical Use of Computers and Database
- Liability Issues in Emergency Vehicle and Pursuit Operations

Deputies attended "Positivity in the park" at library Park

The Kanabec County Sheriff's Office continues to proudly serve the citizens of Mora within Kanabec County. The Sheriff's Office encourages any and all community members to contact our office with any questions, comments, or concerns.

Sincerely,

Sergeant Dylan VanGorden #3104

**WEARING THE STAR OF HONOR AND SERVICE**







**CAD Summary Report**

Printed On: 07/11/23 09:49

**Kanabec County Sheriff's Office**

	<b>06/23</b>	<b>Total</b>
911 Hang-ups-Abandoned-Open Line	40	<b>40</b>
Agency Assist	11	<b>11</b>
Alarms All (Home, Business, Bank, misc)	9	<b>9</b>
Animal-All Other	11	<b>11</b>
Bicycle Calls	2	<b>2</b>
Child Custody Issues	1	<b>1</b>
Civil Assist	8	<b>8</b>
Community	1	<b>1</b>
Crim Sex	1	<b>1</b>
Disorderly Conduct	8	<b>8</b>
Domestic Disturbance/Assaults	7	<b>7</b>
Drug calls - All	2	<b>2</b>
DTP	5	<b>5</b>
Escorts-Funerals, Races, etc	3	<b>3</b>
Fire- Mora Area Fire Calls	3	<b>3</b>
Fires - All Others	4	<b>4</b>
Foot Patrol	23	<b>23</b>
Found - animals, property, etc	4	<b>4</b>
Fraud	4	<b>4</b>
Guns including permits	1	<b>1</b>
Harassing communications calls	5	<b>5</b>
Health and Safety	2	<b>2</b>
Hospice Deaths	3	<b>3</b>
Information and misc calls	24	<b>24</b>
Juvenile calls excluding tobacco, drugs, alcohol	7	<b>7</b>
Maltreatment	9	<b>9</b>
Medical Emergency	57	<b>57</b>
Missing Person(s)	3	<b>3</b>



**CAD Summary Report**

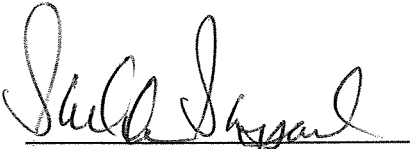
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	<b>06/23</b>	<b>Total</b>
Motorist Assist calls	2	<b>2</b>
Neighborhood Disputes	2	<b>2</b>
Noise - including loud music, parties, etc	9	<b>9</b>
POR- Predatory Offender calls	2	<b>2</b>
Public assist calls	11	<b>11</b>
Records checks	1	<b>1</b>
Recovered- property and vehicles	1	<b>1</b>
Road Hazards	2	<b>2</b>
Scams	3	<b>3</b>
Secure Helipad	7	<b>7</b>
Suicide threats-attempts	4	<b>4</b>
Suspicious- persons, vehicles, and occurrences	22	<b>22</b>
Theft-not vehicle	8	<b>8</b>
Threats	2	<b>2</b>
Traffic / Driving complaints	6	<b>6</b>
Traffic Accident	8	<b>8</b>
Traffic Violation	122	<b>122</b>
Transport - Inmates	1	<b>1</b>
Trespassing complaints	1	<b>1</b>
Unwanted person	1	<b>1</b>
Vehicle Theft	1	<b>1</b>
Violation of Court Order	1	<b>1</b>
Warrant Entry and Arrests	9	<b>9</b>
Weather - Monthly Test	1	<b>1</b>
Welfare Check	10	<b>10</b>
<b>Total</b>	<b>495</b>	<b>495</b>

**City of Mora Planning Commission**  
**Minutes**  
**5:30 p.m. Monday, June 12, 2023**  
**Mora City Hall, 101 Lake St, Mora, MN 55051**

Pursuant to due call and notice thereof Sheldon Shepard called to order the regular meeting of the Planning Commission at 5:31 p.m. Monday, June 12, 2023, in the Mora City Hall council chambers.

- 1. Oath of Office:** Lance Strande took the Oath of Office.
- 2. Roll call:**  
Commissioners present: Sheldon Shepard, Sara Treiber, Tim Dahlberg, Jody Anderson and Lance Strande  
Commissioners absent: None  
Staff present: City Administrator Glenn Anderson, Building Official Caleb Christenson
- 3. Guests present:** Sheila Miller
- 4. Adopt Amended Agenda:** MOTION made by Treiber, seconded by Anderson and unanimously carried to adopt the agenda as presented.
- 5. Approval of Minutes:**
  - a. MOTION made by Treiber, seconded by Dahlberg and unanimously carried to approve the February 13, 2023 minutes as presented.
- 6. Open Forum:** No one spoke during open forum
- 7. Public Hearings:**
  - a. Rezoning of property 510 Hwy 65 to B-2 and north until it adjoins with the existing B-2 District: Shepard opened the public hearing at 5:35 p.m. The Commission heard from the new owner and his mother who explained their intended use of the property. Shepard closed the public hearing at 5:39 p.m. MOTION by Dahlberg to approve Resolution No. PC2023-0511, seconded by J. Anderson and unanimously carried.
- 8. Other Business:**
  - a. Discuss housing topic: Two house were identified as transitional housing, 608 and 609 McLean Street, as being owned and operated by Mission 61. Discussion began on the impacts of the neighborhood and if they're city code compliant. Staff was instructed to research the organization, contact Cambridge to see if they have any regulations and to contact KCSO to see if there's any negative impacts.
- 9. Reports:** None
- 10. Adjournment:** MOTION to adjourn by Dahlberg, seconded by Strande, and unanimously carried to adjourn the Planning Commission meeting at 6:05 p.m. The next regular meeting of the Planning Commission is scheduled for **5:30 p.m. Monday, July 10, 2023.**

  
Commission Chair

Attest:   
Caleb Christenson,  
Building Official

**City of Mora, MN  
PARK BOARD  
Meeting Minutes**

**July 11, 2023**

Present: Steven Holcombe, Alison Holland, Curt Sammann, Kyle Shepard  
Absent: Sam Pioske  
Staff Present: Joe Kohlgraf, Jeff Krie, Glenn Anderson  
Others Present: None

1. Call to Order. Vice chair Holcombe called the meeting to order at 6:04 p.m.
2. Roll Call. All present.
3. Adopt Agenda. Motion by Holland, second by Shepard to adopt the July 11, 2023 meeting agenda as presented. All present voted aye. Motion carried.
4. Minutes. Motion by Shepard, second by Holcombe to approve the May 9, 2023 meeting minutes as presented. All present voted aye. Motion carried.
5. Open Forum. No one showed up to speak at the open forum.
6. Fall Fest. Krie shared with the board the updated Event Detail sheet and what changes have occurred. Krie updated activities. The board discussed possible rentals or purchasing games instead of renting them. Sheppard shared if games could be purchased instead of renting games to save money. Games decided were Cornhole 4, Bean Bag Toss, 4-1 Inflatable. With those games and other sponsors, the board thought this was a good mix. Holcombe suggested to rent games first year and if popular then purchase for future events. Kohlgraf agreed to rent first year and then purchase if popular. Krie reported he was still looking for volunteers at Fall Fest. Anderson suggested look at doing a golf hole-in-one with insurance prize. Sheppard asked if city could offer a gift card to attract sponsors that would help monitor games. Krie reported that 11 teams have said yes to participating in the BBQ. Holcombe and Shepard volunteered to be judges at the BBQ cook off. It was discussed if smaller samples could be distributed on the ribs handed out to public. Discussion turned to placement of activities. It was asked if the 4-in-1 game could be set up inside the tennis courts. Other placement was discussed. Discussion ended and will have final planning on the next meeting.
7. Reports.
  - a. Kohlgraf: Continuing mowing and keeping JC Ballfields raked. JC Ballfields are getting a lot of usage. The Hwy 65 corridor study will have a table at some of the Music in the Park events to engage public on what is going on with this project.
  - b. Krie: Fox Run Grant was denied. Krie shared how the MAC is going. Thanked Joe and his team for the help at the MAC. Art group would like to rent basement during Fall Fest. Music in the Park is going good. Whitesidewalls had a huge attendance.

- c. Sammann: Can some of the PA system from school be salvaged for Music in the Park.
- d. Holland: Smoking at park and getting Sheriff reserves knowledge of park rules.
- e. Holcombe: None
- f. Sheppard: Lots of positive comments on parks and dog park.
- g. Anderson: Challenged board and planted a seed to start thinking on the pool and longevity and funding. Be pro-active for pickleball courts in the community.

8. Adjournment. Motion by Holland, second by Sheppard to adjourn the meeting. All present voted aye. Meeting adjourned at 7:02 p.m.

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Sam Pioske, Chair

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Jeff Krie, Secretary

DRAFT

City of Mora Airport Board  
Meeting Minutes  
**5:00 p.m. Tuesday, July 11, 2023**  
Mora City Hall, 101 Lake St. S, Mora, MN

Pursuant to due call and notice thereof Nick Stafford called to order the regular meeting of the Airport Board at 5:07 p.m., on Tuesday, July 11th, 2023, in the Mora City Hall council chambers.

**2. Roll Call:** Present: Stefan Salmonson, Nick Stafford, Sadie Broekemeier

Absent: Dave Gunderson, Karla Kastenbauer

Staff Present: City Administrator Glenn Anderson, Airport Manager Joe Kohlgraf

**4. Adopt Agenda:** MOTION made by Broekemeier, seconded by Salmonson, and unanimously carried to adopt the agenda.

**5. Minutes:** MOTION made by Broekemeier, seconded by Salmonson, and unanimously carried to approve the minutes from May 9th, 2023, as presented.

**6. New Business:**

- a. Staff informed the board of upcoming fuel line replacement to start on the 17<sup>th</sup>. A Notam will be issued for the work to take place, fuel will be out of service for a couple of days and the project should take about a week to finish.

**7. Old Business:**

- a. Fly-In: Staff discussion with board on the status of the planning for the event. Staff advised board all is ready and in line. There are a few contacts for the T-6 and Parachute still waiting to be booked.

**8. Reports:** Kohlgraf provided the board with a verbal update on fuel system, taxi lane reconstruction project for 2023 and airport runway items that are in the CIP.

Broekemeier asked the board and staff questions about aircraft safety and recent events in the news. Board members discussed topics.

**9. Adjournment:** MOTION made by Broekemeier, seconded by Salmonson, and unanimously carried to adjourn the Airport Board meeting at 5:27 p.m.

The next regular meeting of the Airport Board is scheduled for **5 p.m. Tuesday, August 8th, 2023.**

City of Mora Airport Board  
Meeting Minutes  
**5:00 p.m. Tuesday, July 11, 2023**  
Mora City Hall, 101 Lake St. S, Mora, MN

\_\_\_\_\_  
Board Chair

Attest: \_\_\_\_\_

DRAFT