



City of Mora
Kanabec County, Minnesota
Meeting Agenda
City Council

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

Tuesday, December 20, 2022

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. Regular Meeting Minutes - November 15, 2022
- b. Regular Meeting – December 6, 2022
- c. November 2022 Claims
- d. Liquor Store Write-Offs
- e. Fire Call Write-Offs
- f. Organizational Chart 2023
- g. Airport Hangar Lease Increase

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.)*

6. Special Business

- a. 2023 Law Enforcement Contract – Kanabec County
- b. 2023 Prosecuting Legal Services Contract – Kanabec County
- c. Resignation-Sara King

7. Public Hearings

- a. None

8. New Business

- a. 2023 Public Meeting Schedule
- b. Airport Taxi Lane –
- c. Adopt 2023 Budget, Tax Levy, CIP and Fee Schedule Resolution No. 2022-1221
- d. 2022 Budget Amendments
- e. Mora Aquatic Center Season Recap
- f. MAFD Fire Call – Write-off Request
- g. Re-Zoning Request
- h. Engineer Services SEH / Private Development

9. Old Business

- a. Purchase of Two Trucks for Fire Department
- b. Capital Improvement Program Street/Infrastructure Report- SEH
- c. Grove Street Update / Payment Request - SEH
- d. Lease Software
- e. Driver's License Operations –

10. Communications

- a. MAFD Monthly Report- November 2022
- b. KCSO Monthly Report- November 2022

- c. Planning Commission Meeting Minutes – December 12, 2022
- d. Airport meeting Minutes – December 13, 2022

11. Reports

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

12. Adjournment

Pursuant to due call and notice thereof Mayor Alan Skramstad called to order the regular meeting of the Mora City Council at 6:30 PM on Tuesday, November 15, 2022, in the City Hall council Chambers.

1. **Call to Order/Pledge of Allegiance:** 6:30PM
2. **Roll Call:** Mayor Skramstad, Councilmembers Jody Anderson, Sadie Broekemeier, Kyle Shepard, and Jake Mathison

Staff Present: Glenn Anderson City Administrator, Natasha Segelstrom Administrative Services Director, Joe Kohlgraf Public Works Director, Sara King Accountant, Kirsten Faurie Community Development Director.

3. **Adopt Agenda:** Skramstad requested the addition of item 4h Gambling Permit-Kanabec County Agricultural Society. MOTION made by Mathison, seconded by Shepard, and unanimously carried to approve the agenda as amended.
4. **Consent Agenda:** Skramstad brought forward the consent agenda. MOTION made by Shepard, seconded by Mathison, and unanimously carried to approve the consent agenda as presented.
 - a. Regular Meeting Minutes – October 18, 2022
 - b. Work Session Meeting Minutes – October 18, 2022
 - c. October 2022 Claims
 - d. Certification of Unpaid Utilities- Resolution No. 2022-1121
 - e. Vasaloppet Special Even Permit
 - f. Gambling Permit- Vasaloppet Inc.
 - g. LMCIT Liability Coverage Waiver
 - h. Gambling Permit- Kanabec County Agriculture Society
5. **Open Forum:** No one spoke at open forum.
6. **Special Business**
 - a. **2022 Election Canvassing Board:** Segelstrom reported there was a municipal election within the State General Election on November 8, 2022 for one City Councilmember and one Mayor and the council was required to act as the canvassing board. The Council reviewed abstract for 2022 Election. The number of registered votes as of 7:00AM on November 8, 2022 for the City of Mora was 2095, there were 1266 persons voting and 221 voters via absentee ballot.

MOTION made by Anderson, seconded by Shepard, and unanimously carried to declare election results based on the provided abstract as Jake Mathison with 1004 votes for Mayor seat and 22 write-in votes: David Youngquist with 961 votes and 17 write-in votes.

7. Public Hearings:

- a. Assessment of Unpaid Fire Calls-** The City Council reviewed the unpaid fire calls and asked a community member David Youngquist of 431 Morrison Street, who was in attendance if they had would like to address the council for the unpaid charges. Youngquist stated he did not have any comments for the city council on this matter. Mayor Skramstad opened the public hearing at 6:38pm. There were no comments and the public hearing closed. MOTION made by Shepard and seconded by Mathison to approve the following resolution:

RESOLUTION NO. 2022-1122
RESOLUTION CERTIFYING UNPAID FIRE CHARGES
(see attached)

- b. Assessment of Unpaid City Charges-** Mayor Skramstad opened the public hearing for assessment of unpaid city charges. There were no comments during the public hearing, and it was closed at 6:40pm. MOTION made by Broekemeier, seconded by Anderson, and unanimously carried to approve the following resolution:

RESOLUTION NO. 2022-1123
RESOLUTION CERTIFYING UNPAID CITY CHARGES
(see attached)

- c. Small Cities Development Program-** Central Minnesota Housing Partnership provided an update to the City Council on the Small Cities Development Program and grants issued through their organization from the Minnesota Department of Employment Economic Development. The public hearing provided mid-grant updates on the grants issued within the City to eligible candidates and future grant closeouts. Central Minnesota Housing Partnership provided an update on owner occupied programs which provided \$113,000 of grants with approximately \$13,000 remaining. Two projects have been complete to date and three projects that are near completion and will be complete by year end. Single family rental property had \$88,000 of which \$13,000 had been allocated. The program offered multi-family funding for units which consisted of three or more dwellings and also provided detail on duplex rental funding. The public hearing closed at 6:49pm.

8. New Business:

- a. IT Managed Service Agreement Proposal:** Segelstrom brought forward a managed 12-month service proposal for Information Technology Services from TR Computer Sales. She explained the services included with the agreement and further explained agreement aligned with the 2023 budget. Council requested staff to look at IT services later to ensure the city would get the best value for services and the consensus was to move forward with the managed services. MOTION made by Mathison, seconded by Anderson, and unanimously carried to approve the 12-month managed service agreement with TR Computer Sales for \$19,434.

- b. 2023 Pay/Salary Schedule:** Council reviewed the 2023 Pay Plan/Salary Schedule which reflected a 3% COLA increase. MOTION made by Shepard, seconded by Mathison, and unanimously carried to approve the 2023 Pay/Salary Schedule as presented.
 - c. Tax Abatement- JCF Properties, LLC:** Faurie presented the annual tax abatement for JCF Properties, LLC. Staff determined that JCF Properties met the criteria for tax abatement. MOTION made by Shepard, seconded by Broekemeier, and unanimously carried to approve the annual tax abatement for JCF Properties for \$2,100 in December.
 - d. 2022 Budget Amendment:** King brought forward the 2022 budget amendment and explained the City's Economic Development Authority had been recognized by the GFOA as a discrete component unit versus a blended component unit and stated the EDA fund would receive a contribution from the City versus a transfer which had been standard practice previously.
 - e. Tax Abatement- Northern Pipe Processing:** Faurie presented the annual tax abatement report from Northern Pipe Processing (NPP) and explained NPP job creation goal and NPP recruitment efforts, job postings, and challenges. Based on the criteria, the abatement requirement had been met. MOTION made by Shepard, seconded by Anderson and unanimously carried approve and authorize the annual abatement payment of \$6,584.06 in December.
 - f. Request for Proposal- Insurance Agent of the Record:** City Council reviewed two requests for proposals for Insurance Agent of the Record. Dullinger Insurance Agency and Town & Country Insurance Agency. Council discussed each request highlighting experience with local governments and percentage rate each agency charged. MOTION made by Anderson, seconded by Mathison, and unanimously carried to approve Dullinger Insurance request for proposal at a rate of four percent of the annual premium invoiced by the League of Minnesota Cities Insurance Trust and services to expire December 31, 2025.
- 9. Old Business**
- a. Mayor / Council Annual Training:** Council further discussed the establishment of an annual training requirement for elected officials. It was agreed that the training would benefit and would be specific to the City of Mora along with other intergovernmental relations.
 - b. Hangar Lease Agreement:** City Council reviewed the Hangar Land Lease with the proposed revisions from the Airport Board. The Council further discussed the right of entry, the verbiage and amount of time prior to entry. Karla Kastenbauer of the Airport Board spoke to the council stating the board wanted to have the hangar land leases clearly defined. The Council agreed that 72 hours or 3 business days was adequate notification to hangar owners. MOTION made by Broekemeier, seconded by Shepard, and unanimously carried to accept the Airport Hangar Land Lease, approve the alternate language to reflect 3 business days.

10. Communications: City Council reviewed the communications packet.

- a. Quarterly Financial Statements
- b. KCSO Monthly Report – October 2022
- c. MAFD Monthly Report – October 2022
- d. EDA Meeting Minutes- November 1, 2022
- e. Airport Meeting Minutes – October 2022
- f. Park Board Meeting Minutes: Shepard updated the Council on community pickleball efforts and a pickleball organization.

11. Reports

- a. City Administrator: Anderson provided an update on the Ordinance violations and Minnesota Courts monthly deposit for violations.
- b. Councilmember Anderson: Nothing new to report.
- c. Councilmember Broekemeier: Recognized Glenn Anderson’s speech at the Chamber of Commerce Gala and Fire Chief Brett Anderson for community Engagement.
- d. Councilmember Mathison: Thanked staff for their efforts and work.
- e. Councilmember Shepard: Recognized Mayor Elect Mathison and Councilmember Youngquist election.
- f. Mayor Skramstad: Welcomed newly elected Councilmember Youngquist and wish him and Mayor Elect Mathison luck during their terms.

12. Adjournment: MOTION by Shepard, seconded by Mathison, and unanimously carried to adjourn at 7:58pm.

Mayor

City Clerk

Pursuant to due call and notice thereof Mayor Alan Skramstad called to order the regular meeting of the Mora City Council at 6:30 PM on Tuesday, December 6, 2022 in the city hall council Chambers.

1. **Call to Order/Pledge of Allegiance:** 6:30PM
2. **Roll Call:** Mayor Skramstad, Councilmembers Jody Anderson, Kyle Shepard, and Jake Mathison
Absent: Councilmember Sadie Broekemeier

Staff Present: Glenn Anderson City Administrator, Natasha Segelstrom Administrative Services Director, Joe Kohlgraf Public Works Director, Sara King Accountant, Kirsten Faurie Community Development Director.
3. **Adopt Agenda:** Skramstad requested the addition of item 10a Mora Area Fire Department Fire Truck Purchase. MOTION made by Mathison, seconded by Shepard, and unanimously carried to approve the agenda as amended.
4. **Consent Agenda:** Skramstad brought forward the consent agenda. MOTION made by Shepard, seconded by Mathison, and unanimously carried to approve the consent agenda as presented.
 - a. Resolution 2022-1211 Appointing Insurance Agent of Record
 - b. Resolution No. 2022-1212 Designate City Hall as a Polling Place
5. **Open Forum:** Mora City Resident Gene Nelson of 771 Sunset Lane spoke to the City Council with a safety concern caused by parked vehicles along Maple Avenue near the corner of North Park Street near the Mora Public Library. Skramstad thanked Nelson for bringing the concern forward and directed staff to investigate the issue.
6. **Special Business**
 - a. There was no special business.
7. **Public Hearings:**
 - a. Truth in Taxation Hearing: Anderson explained the total tax capacity was estimated to increase 16.81%, based on Kanabec County estimates. The proposed property tax notices showed a 7.80% increase in the city's tax capacity rate which included the preliminary levy of \$1,504,099, which was an increase of \$309,580 or 25.92% over the 2022 levy. Staff presented multiple charts which explained the tax timeline and where property tax dollars would be spent in 2023, in addition to providing a breakdown of the proposed city tax levy and the proposed city budget for 2023.

Mayor Skramstad opened the public hearing. Resident Walley Jewell of 401 Riverside Street spoke to the council and stated he owns two lots and had concern with the assessed property value for the parcels. He explained there had been an increase of 763% to the rear lot and an 8% increase to the front lot. Skramstad thanked him for

bringing this information forward and directed Mr. Jewell to contact Kanabec County Assessor's office.

City Council reviewed written correspondence that staff received in response to the public hearing. Vicki and Randy Terpstra of 325 7th Street brought forward concerns of the City's tax increase being high and enquired the appeal process.

Robert and Rita Jensen of 255 Riverside Street brought forward concern with the significant increase in city tax and the impact compared to the city and school. They wanted to express concern and great impact the city is putting on the taxpayers and asking the Council to consider lowering the proposed matter.

Deb and Mike Hallin of 235 Riverside Street expressed concern with the increase in City Taxes and the assessed value of their home stating the taxes were too high. Stating they did not expect a \$300 increase to the city taxes and water, sewer and electricity had increased.

Mayor Skramstad thanked the community for bringing forward their concerns and closed the public hearing at 7:03pm.

8. New Business:

- a. 2023 Organizational Chart:** The City Council reviewed the organizational chart. Skramstad noted the Public Utilities Commission's five-member board. Anderson requested that the lines identifying staff liaison be added to the chart for clarity. MOTION made by Shepard, seconded by Anderson, and unanimously carried to approve the Organizational Chart with recommended changes to include the five-member Public Utilities Commission and addition of staff liaison lines.
- b. 2023 Personnel Policy Financial Limits:** The City Council reviewed the 2023 Personnel Policy Financial Limits. Segelstrom noted this was an update and aligned with union agreements and did not have a significant impact on the budget. MOTION made by Mathison, seconded by Shepard, and unanimously carried to approve the 2023 Personnel Policy Financial Limits.

9. Old Business

- a. There was no old business.

10. Communications:

- a. Mora Area Fire Department Fire Truck Purchase:** Firefighter Jeremy Frahm, Truck Committee member brought forward vehicle purchase quotes for two new Fire Tenders. He stated one was scheduled to be purchased in 2023 and expected delivery would be 18-23 months from the present date. Frahm stated that the current tender is a Sterling and the company no longer in operation or making parts. He further explained that the

Truck Committee sought bids from six companies with two responses. Frahm stated this would be further discussed at the December 20, 2022, City Council Meeting.

11. Reports

- a. City Administrator: Anderson provided an update on recent meetings regarding the Driver's License Office, potential developers in the area, 23/65 MnDOT Corridor Study Kickoff and meeting to discuss THC Ordinance.
- b. Councilmember Anderson: Nothing new to report.
- c. Councilmember Broekemeier: Absent.
- d. Councilmember Mathison: Nothing new to report.
- e. Councilmember Shepard: Nothing new to report.
- f. Mayor Skramstad: Thanked staff for their work on the budget.

12. Adjournment: MOTION by Shepard, seconded by Mathison, and unanimously carried to adjourn at 7:16pm.

Mayor

City Clerk

CITY OF MORA
CHECK LIST-COUNCIL

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 001201 MSRS						
001201	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,071.43
CHECK # 001201 MSRS						\$1,071.43
CHECK # 001202 MSRS						
001202	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$450.00
CHECK # 001202 MSRS						\$450.00
CHECK # 001203 MSRS						
001203	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$775.00
CHECK # 001203 MSRS						\$775.00
CHECK # 001204 TASC-TOTAL ADMIN SERVICE COOP						
001204	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$192.31
001204	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL CONTRIB	\$288.46
001204	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYER CONTR	\$1,100.00
001204	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYEE CONTR	\$501.54
CHECK # 001204 TASC-TOTAL ADMIN SERVICE COOP						\$2,082.31
CHECK # 001205 MN DEPT OF REVENUE						
001205	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE WITHHO	\$2,857.81
CHECK # 001205 MN DEPT OF REVENUE						\$2,857.81
CHECK # 001206 US TREASURY - IRS						
001206	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$8,352.74
001206	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$1,953.40
001206	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FED W/H	\$5,386.32
CHECK # 001206 US TREASURY - IRS						\$15,692.46
CHECK # 001207 MSRS						
001207	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,039.89
CHECK # 001207 MSRS						\$1,039.89
CHECK # 001208 MSRS						
001208	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$460.00
CHECK # 001208 MSRS						\$460.00
CHECK # 001209 MSRS						
001209	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$795.00
CHECK # 001209 MSRS						\$795.00
CHECK # 001210 TASC-TOTAL ADMIN SERVICE COOP						
001210	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYEE CONTR	\$501.54
001210	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL CONTRIB	\$288.46
001210	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$192.31
CHECK # 001210 TASC-TOTAL ADMIN SERVICE COOP						\$982.31
CHECK # 001211 MN DEPT OF REVENUE						
001211	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE W/H	\$2,786.59
CHECK # 001211 MN DEPT OF REVENUE						\$2,786.59
CHECK # 001212 US TREASURY - IRS						
001212	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FEDERAL W/H	\$5,219.62
001212	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$8,817.04
001212	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$2,061.96
CHECK # 001212 US TREASURY - IRS						\$16,098.62

CITY OF MORA
CHECK LIST-COUNCIL

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 001213 TSYS						
001213	TSYS	LIQUOR FUND	LIQUOR STOR	Payment Processin	MONTHLY LIQ STORE CR	\$9,748.47
CHECK # 001213 TSYS						\$9,748.47
CHECK # 001215 MORA MUNICIPAL UTILITIES						
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Storm Water	UTILITIES	\$13.04
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Sewer	UTILITIES	\$28.77
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Electricity	UTILITIES	\$244.59
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Water	UTILITIES	\$132.90
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Sewer	UTILITIES	\$36.27
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Water	UTILITIES	\$30.78
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Storm Water	UTILITIES	\$13.04
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Electricity	UTILITIES	\$252.84
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	STREETS	Electricity	UTILITIES	\$110.66
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	STREET LIGH	Electricity	UTILITIES	\$2,150.15
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Storm Water	UTILITIES	\$24.03
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Sewer	UTILITIES	\$28.77
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Water	UTILITIES	\$25.97
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Electricity	UTILITIES	\$214.12
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Electricity	UTILITIES	\$76.06
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Sewer	UTILITIES	\$0.00
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Water	UTILITIES	\$0.00
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Storm Water	UTILITIES	\$15.80
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Storm Water	UTILITIES	\$37.77
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Electricity	UTILITIES	\$108.81
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Storm Water	UTILITIES	\$98.16
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Sewer	UTILITIES	\$65.04
001215	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Water	UTILITIES	\$57.35
001215	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Sewer	UTILITIES	\$36.27
001215	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Water	UTILITIES	\$32.29
001215	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Electricity	UTILITIES	\$224.51
001215	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Electricity	UTILITIES	\$14.05
001215	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Storm Water	UTILITIES	\$18.83
001215	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Water	UTILITIES	\$32.05
001215	MORA MUNICIPAL UTILIT	DOWNTOWN-F	CAPITAL PROJ	Capital Outlay	UTILITIES	\$13.04
001215	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Sewer	UTILITIES	\$28.77
001215	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Storm Water	UTILITIES	\$17.17
001215	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Water	UTILITIES	\$31.20
CHECK # 001215 MORA MUNICIPAL UTILITIES						\$4,213.10
CHECK # 001217 REVTRAK						
001217	REVTRAK	GENERAL FUN	AQUATIC CEN	Payment Processin	MONTHLY MAC CREDIT C	\$9.95
CHECK # 001217 REVTRAK						\$9.95
CHECK # 001218 MN DEPT OF REVENUE						
001218	MN DEPT OF REVENUE	LIQUOR FUND		Sales Tax Payable	SALES & USE TAX PYMT-	\$32,837.00
001218	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Contributions	SALES & USE TAX PYMT-	\$2.00
001218	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Cleaning Supplies	SALES & USE TAX PYMT-	\$2.00
001218	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Telephone	SALES & USE TAX PYMT-	\$3.00
001218	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Garbage Removal	SALES & USE TAX PYMT-	\$16.00
001218	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	SALES & USE TAX PYMT-	\$2.00
CHECK # 001218 MN DEPT OF REVENUE						\$32,862.00
CHECK # 001219 TSYS						

CITY OF MORA
CHECK LIST-COUNCIL

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
001219	TSYS	LIQUOR FUND	LIQUOR STOR	Rentals	MONTHLY CREDIT CARD	\$80.37
CHECK # 001219 TSYS						\$80.37
CHECK # 001222 HIBU						
001222	HIBU	LIQUOR FUND	LIQUOR STOR	Advertising	LIQUOR STORE WEBSITE	\$180.00
CHECK # 001222 HIBU						\$180.00
CHECK # 001223 NEIGHBORHOOD NATIONAL BANK						
001223	NEIGHBORHOOD NATION	GENERAL FUN	FINANCE	Miscellaneous	MONTHLY MISC FILE FEE	\$13.76
001223	NEIGHBORHOOD NATION	GENERAL FUN	HUMAN RESO	Payment Processin	MONTHLY PAYROLL ACH	\$60.00
001223	NEIGHBORHOOD NATION	GENERAL FUN	HUMAN RESO	Payment Processin	MONTHLY BUSINESS ON	\$10.00
001223	NEIGHBORHOOD NATION	LIQUOR FUND	LIQUOR STOR	Bad Debts/NSF Ch	MONTHLY RETURNED CH	\$10.00
CHECK # 001223 NEIGHBORHOOD NATIONAL BANK						\$93.76
CHECK # 001225 NEIGHBORHOOD NATIONAL BANK						
001225	NEIGHBORHOOD NATION	LIQUOR FUND	LIQUOR STOR	Bad Debts/NSF Ch	NSF CHARGE BACK FEE -	\$10.00
CHECK # 001225 NEIGHBORHOOD NATIONAL BANK						\$10.00
CHECK # 059227 ALEX AIR APPARATUS INC						
059227	ALEX AIR APPARATUS INC	FIRE FUND	FIRE	Repair/Maint - Bldg	ANNL COMPRESSOR SER	\$868.46
CHECK # 059227 ALEX AIR APPARATUS INC						\$868.46
CHECK # 059228 BELLBOY CORPORATION						
059228	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$10,417.07
059228	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$688.00
CHECK # 059228 BELLBOY CORPORATION						\$11,105.07
CHECK # 059229 BERNICK COMPANIES						
059229	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$682.55
059229	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$18,857.85
CHECK # 059229 BERNICK COMPANIES						\$19,540.40
CHECK # 059230 BOND TRUST SERVICES CORPORATION						
059230	BOND TRUST SERVICES C	HRA EASTWOO		Pmts from HRA/Co	BOND PYMT - SERIES 20	\$161,071.25
CHECK # 059230 BOND TRUST SERVICES CORPORATION						\$161,071.25
CHECK # 059231 BREAKTHRU BEVERAGE						
059231	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$318.09
059231	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$352.00
059231	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,422.59
CHECK # 059231 BREAKTHRU BEVERAGE						\$8,092.68
CHECK # 059232 C & L DISTRIBUTING						
059232	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$314.40
059232	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA BEER, JACK LINKS	\$161.79
CHECK # 059232 C & L DISTRIBUTING						\$476.19
CHECK # 059233 DAHLHEIMER DIST CO						
059233	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$22,433.00
059233	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$486.90
CHECK # 059233 DAHLHEIMER DIST CO						\$22,919.90
CHECK # 059234 JOHNSON BROTHERS LIQUOR						
059234	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$195.60
059234	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$4,886.70
059234	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$16,340.35

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CHECK # 059234	JOHNSON BROTHERS LIQUOR					\$21,422.65
CHECK # 059236	MCDONALD DIST CO					
059236	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$775.10
059236	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$94.00
059236	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$35,342.86
CHECK # 059236	MCDONALD DIST CO					\$36,211.96
CHECK # 059237	MN ENERGY RESOURCES CORP					
059237	MN ENERGY RESOURCES	GENERAL FUN	CITY HALL BU	Natural Gas - Heat	NATURAL GAS	\$221.95
059237	MN ENERGY RESOURCES	GENERAL FUN	LIBRARY BUIL	Natural Gas - Heat	NATURAL GAS	\$202.97
059237	MN ENERGY RESOURCES	GENERAL FUN	GARAGE	Natural Gas - Heat	NATURAL GAS	\$140.79
059237	MN ENERGY RESOURCES	GENERAL FUN	AQUATIC CEN	Natural Gas - Heat	NATURAL GAS	\$100.76
059237	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS-AD BLDG	\$91.65
059237	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS-HANGAR	\$91.65
059237	MN ENERGY RESOURCES	FIRE FUND	FIRE	Natural Gas - Heat	NATURAL GAS	\$203.77
CHECK # 059237	MN ENERGY RESOURCES CORP					\$1,053.54
CHECK # 059238	MN PEIP					
059238	MN PEIP	GENERAL FUN		Group Health Insur	DEC 2022 GROUP HEALT	\$24,620.22
CHECK # 059238	MN PEIP					\$24,620.22
CHECK # 059239	MORA FIRE RELIEF ASSN					
059239	MORA FIRE RELIEF ASSN	FIRE FUND	FIRE	Small Tools & Equi	REIMB FOR 40 NEW FOL	\$946.67
CHECK # 059239	MORA FIRE RELIEF ASSN					\$946.67
CHECK # 059240	NORTHERN HOLLOW WINERY, LLC					
059240	NORTHERN HOLLOW WIN	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$352.80
CHECK # 059240	NORTHERN HOLLOW WINERY, LLC					\$352.80
CHECK # 059241	PD S EMBROIDERY					
059241	PD S EMBROIDERY	GENERAL FUN	STREETS	Uniforms	LOGO HATS	\$94.00
CHECK # 059241	PD S EMBROIDERY					\$94.00
CHECK # 059242	PHILLIPS WINE & SPIRITS					
059242	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$225.90
059242	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$9,392.07
059242	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,990.79
CHECK # 059242	PHILLIPS WINE & SPIRITS					\$11,608.76
CHECK # 059243	QUADIANT FINANCE USA, INC					
059243	QUADIANT FINANCE USA,	GENERAL FUN	FINANCE	Postage	REFILL POSTAGE MACHI	\$375.00
059243	QUADIANT FINANCE USA,	GENERAL FUN	HUMAN RESO	Postage	REFILL POSTAGE MACHI	\$225.00
059243	QUADIANT FINANCE USA,	FIRE FUND	FIRE	Postage	REFILL POSTAGE MACHI	\$120.00
059243	QUADIANT FINANCE USA,	LIQUOR FUND	LIQUOR STOR	Postage	REFILL POSTAGE MACHI	\$105.00
CHECK # 059243	QUADIANT FINANCE USA, INC					\$825.00
CHECK # 059244	SEH					
059244	SEH	GENERAL FUN	ADMINISTRAT	Professional Servic	TH 65 BIKE TRAIL EXTEN	\$1,153.28
059244	SEH	GENERAL FUN	ADMINISTRAT	Engineering	DOLLAR GENERAL BIKE T	\$446.03
059244	SEH	GENERAL FUN	STREETS	Professional Servic	INFRASTRUCTURE CIP R	\$690.02
059244	SEH	STORM WATER	STORM WATE	Professional Servic	INFRASTRUCTURE CIP R	\$76.67
059244	SEH	N. GROVE STR	CAPITAL PROJ	Engineering	N GROVE STREET IMPRO	\$5,940.94
059244	SEH	HWY 65 & 9TH	CAPITAL PROJ	Engineering	FINAL DESIGN - TH 65 L	\$8,633.41
CHECK # 059244	SEH					\$16,940.35

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CHECK # 059245 SOUTHERN GLAZERS OF MN						
059245	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$6,250.01
059245	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,936.00
						\$8,186.01
CHECK # 059245 SOUTHERN GLAZERS OF MN						
CHECK # 059246 VERIZON WIRELESS						
059246	VERIZON WIRELESS	GENERAL FUN	PLANNING &	Telephone	CELL	\$28.81
059246	VERIZON WIRELESS	GENERAL FUN	CITY HALL BU	Telephone	CELL	\$4.12
059246	VERIZON WIRELESS	GENERAL FUN	BUILDING	Telephone	CELL	\$45.27
059246	VERIZON WIRELESS	GENERAL FUN	STREETS	Telephone	CELL/IPAD	\$94.87
059246	VERIZON WIRELESS	GENERAL FUN	AQUATIC CEN	Telephone	CELL	\$28.81
059246	VERIZON WIRELESS	GENERAL FUN	PARKS	Telephone	CELL/IPAD	\$38.18
059246	VERIZON WIRELESS	GENERAL FUN	AIRPORT	Telephone	CELL	\$8.18
059246	VERIZON WIRELESS	STORM WATER	STORM WATE	Telephone	CELL/IPAD	\$19.77
059246	VERIZON WIRELESS	CEMETERY FU	CEMETERY	Telephone	CELL/IPAD	\$8.18
059246	VERIZON WIRELESS	LIQUOR FUND	LIQUOR STOR	Telephone	CELL	\$41.12
						\$317.31
CHECK # 059246 VERIZON WIRELESS						
CHECK # 059247 VINOCOPIA, INC						
059247	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	GINGER BEER	\$133.50
059247	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$361.00
						\$494.50
CHECK # 059247 VINOCOPIA, INC						
CHECK # 059248 WINE MERCHANTS						
059248	WINE MERCHANTS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$271.80
						\$271.80
CHECK # 059248 WINE MERCHANTS						
CHECK # 059249 AFSCME						
059249	AFSCME	GENERAL FUN		Union Dues-AFSCM	UNION DUES - AFSCME	\$543.37
						\$543.37
CHECK # 059249 AFSCME						
CHECK # 059250 EQUITABLE FINANCIAL						
059250	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$30.00
						\$30.00
CHECK # 059250 EQUITABLE FINANCIAL						
CHECK # 059251 MISSIONSQUARE						
059251	MISSIONSQUARE	GENERAL FUN		ICMA	ICMA/MISSION SQR	\$50.00
059251	MISSIONSQUARE	GENERAL FUN		ICMA	ICMA/MSN SQ ROTH IRA	\$85.00
						\$135.00
CHECK # 059251 MISSIONSQUARE						
CHECK # 059252 NCPERS GROUP LIFE INS						
059252	NCPERS GROUP LIFE INS	GENERAL FUN		NCPERS - Life Ins	NCPERS - LIFE	\$272.00
						\$272.00
CHECK # 059252 NCPERS GROUP LIFE INS						
CHECK # 059253 PERA - MN ST TREASURER						
059253	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,484.54
059253	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,484.54
059253	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$689.95
						\$9,659.03
CHECK # 059253 PERA - MN ST TREASURER						
CHECK # 059254 AMAZON CAPITAL SERVICES						
059254	AMAZON CAPITAL SERVIC	GENERAL FUN	FINANCE	Other Operating Su	FINANCE BOOK FOR SEG	\$5.16
059254	AMAZON CAPITAL SERVIC	GENERAL FUN	PLANNING &	Other Operating Su	FIANACE BOOK FOR FAU	\$4.44
059254	AMAZON CAPITAL SERVIC	GENERAL FUN	BUILDING	Other Operating Su	FIANACE BOOK FOR FAU	\$0.63
059254	AMAZON CAPITAL SERVIC	LIQUOR FUND	LIQUOR STOR	Small Tools & Equi	PHONES	\$113.98

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059254	AMAZON CAPITAL SERVIC	LIQUOR FUND	LIQUOR STOR	Office Supplies	SALES ORDER RECEIPT B	\$24.99
CHECK # 059254	AMAZON CAPITAL SERVICES					\$149.20
CHECK # 059255	BROEKEMEIER, SADIE					
059255	BROEKEMEIER, SADIE	GENERAL FUN	MAYOR & CO	Meetings, Training,	MILEAGE TO EAST CENT	\$40.00
CHECK # 059255	BROEKEMEIER, SADIE					\$40.00
CHECK # 059256	CITY OF MORA					
059256	CITY OF MORA	GENERAL FUN	GENERAL GOV	Miscellaneous	SPEC ASSMTS FOR N GR	\$1,506.90
CHECK # 059256	CITY OF MORA					\$1,506.90
CHECK # 059257	CITY OF MORA - PETTY CASH					
059257	CITY OF MORA - PETTY C	GENERAL FUN	HUMAN RESO	Postage	REPLENISH PETTY CASH-	\$9.90
059257	CITY OF MORA - PETTY C	GENERAL FUN	CITY HALL BU	Other Operating Su	REPLENISH PETTY CASH-	\$15.00
059257	CITY OF MORA - PETTY C	GENERAL FUN	CITY HALL BU	Repair/Maint - Bldg	REPLENISH PETTY CASH-	\$3.29
CHECK # 059257	CITY OF MORA - PETTY CASH					\$28.19
CHECK # 059258	DEARBORN LIFE INSURANCE CO					
059258	DEARBORN LIFE INSURAN	GENERAL FUN		Life Insurance	DECEMBER GROUP LIFE I	\$318.55
CHECK # 059258	DEARBORN LIFE INSURANCE CO					\$318.55
CHECK # 059259	DELTA DENTAL					
059259	DELTA DENTAL	GENERAL FUN		Delta Dental	DECEMBER GROUP DENT	\$895.30
CHECK # 059259	DELTA DENTAL					\$895.30
CHECK # 059261	KOHLGRAF, JOE					
059261	KOHLGRAF, JOE	GENERAL FUN	STREETS	Uniforms	WORK SHIRTS WITH LO	\$123.75
059261	KOHLGRAF, JOE	STORM WATER	STORM WATE	Uniforms	WORK SHIRTS WITH LO	\$11.25
CHECK # 059261	KOHLGRAF, JOE					\$135.00
CHECK # 059263	QUADIEN LEASING USA, INC					
059263	QUADIEN LEASING USA,	GENERAL FUN	FINANCE	Postage	POSTAGE MACHINE REN	\$299.97
CHECK # 059263	QUADIEN LEASING USA, INC					\$299.97
CHECK # 059264	SHRED-N-GO, INC					
059264	SHRED-N-GO, INC	GENERAL FUN	ADMINISTRAT	Professional Servic	SHREDDING	\$94.08
CHECK # 059264	SHRED-N-GO, INC					\$94.08
CHECK # 059265	STUBBE CASE MGMT					
059265	STUBBE CASE MGMT	GENERAL FUN		Deposits	LIBRARY MTG ROOM KEY	\$50.00
059265	STUBBE CASE MGMT	GENERAL FUN		Deposits	LIBRARY MTG ROOM KEY	-\$50.00
CHECK # 059265	STUBBE CASE MGMT					\$0.00
CHECK # 059266	WEX HEALTH, INC					
059266	WEX HEALTH, INC	GENERAL FUN	HUMAN RESO	Professional Servic	ADMIN FREE FOR VEBA A	\$56.25
059266	WEX HEALTH, INC	GENERAL FUN	HUMAN RESO	Professional Servic	ADMIN FREE FOR VEBA A	\$56.25
CHECK # 059266	WEX HEALTH, INC					\$112.50
CHECK # 059267	ARTISAN BEER CO					
059267	ARTISAN BEER CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$324.00
CHECK # 059267	ARTISAN BEER CO					\$324.00
CHECK # 059268	BELLBOY CORPORATION					
059268	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MARG SALT	\$29.70
059268	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$11,273.90
059268	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$67.75

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CHECK # 059268	BELLBOY CORPORATION					\$11,371.35
CHECK # 059269	BERNICK COMPANIES					
059269	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$13,273.84
059269	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$568.52
CHECK # 059269	BERNICK COMPANIES					\$13,842.36
CHECK # 059271	BREAKTHRU BEVERAGE					
059271	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$269.10
059271	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$12,460.12
059271	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$693.00
CHECK # 059271	BREAKTHRU BEVERAGE					\$13,422.22
CHECK # 059272	CARLOS CREEK WINERY					
059272	CARLOS CREEK WINERY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$516.00
CHECK # 059272	CARLOS CREEK WINERY					\$516.00
CHECK # 059274	DAHLHEIMER DIST CO					
059274	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$20,193.59
059274	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$409.55
CHECK # 059274	DAHLHEIMER DIST CO					\$20,603.14
CHECK # 059275	FORESTEDGE WINERY					
059275	FORESTEDGE WINERY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$264.00
CHECK # 059275	FORESTEDGE WINERY					\$264.00
CHECK # 059278	JOHNSON BROTHERS LIQUOR					
059278	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$6,529.74
059278	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$152.10
059278	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$8,499.64
CHECK # 059278	JOHNSON BROTHERS LIQUOR					\$15,181.48
CHECK # 059279	KANABEC AREA CHAMBER FOUNDATN					
059279	KANABEC AREA CHAMBER	GENERAL FUN		Deposits	DALA DAZZLE EVENT DE	\$100.00
CHECK # 059279	KANABEC AREA CHAMBER FOUNDATN					\$100.00
CHECK # 059281	MCDONALD DIST CO					
059281	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$577.80
059281	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$23,266.20
059281	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$524.80
CHECK # 059281	MCDONALD DIST CO					\$24,368.80
CHECK # 059283	MOOSE LAKE BREWING CO					
059283	MOOSE LAKE BREWING C	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$36.00
CHECK # 059283	MOOSE LAKE BREWING CO					\$36.00
CHECK # 059284	PHILLIPS WINE & SPIRITS					
059284	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$391.67
059284	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,921.14
059284	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$11,478.86
CHECK # 059284	PHILLIPS WINE & SPIRITS					\$14,791.67
CHECK # 059286	SOUTHERN GLAZERS OF MN					
059286	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,426.40
059286	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,380.36
CHECK # 059286	SOUTHERN GLAZERS OF MN					\$6,806.76

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CHECK # 059287 SUNRISE CONSTRUCTION OF MORA LLC						
059287	SUNRISE CONSTRUCTION	GENERAL FUN		Deposits	DRIVEWAY DEPOSIT REF	\$2,500.00
						\$2,500.00
CHECK # 059287 SUNRISE CONSTRUCTION OF MORA LLC						
CHECK # 059289 VINOCOPIA, INC						
059289	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$264.00
059289	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$147.00
						\$411.00
CHECK # 059289 VINOCOPIA, INC						
CHECK # 059290 WINE MERCHANTS						
059290	WINE MERCHANTS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$613.80
						\$613.80
CHECK # 059290 WINE MERCHANTS						
CHECK # 059291 EQUITABLE FINANCIAL						
059291	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$30.00
						\$30.00
CHECK # 059291 EQUITABLE FINANCIAL						
CHECK # 059292 MISSIONSQUARE						
059292	MISSIONSQUARE	GENERAL FUN		ICMA	ICMA/MSN SQ ROTH IRA	\$85.00
059292	MISSIONSQUARE	GENERAL FUN		ICMA	ICMA/MISSION SQR	\$50.00
						\$135.00
CHECK # 059292 MISSIONSQUARE						
CHECK # 059293 PERA - MN ST TREASURER						
059293	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,440.10
059293	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA COORDINATED	\$4,440.10
059293	PERA - MN ST TREASURE	GENERAL FUN		PERA	PERA ADDITIONAL	\$683.12
						\$9,563.32
CHECK # 059293 PERA - MN ST TREASURER						
CHECK # 059294 AMAZON CAPITAL SERVICES						
059294	AMAZON CAPITAL SERVIC	GENERAL FUN	PLANNING &	Office Supplies	MARKERS	\$19.17
059294	AMAZON CAPITAL SERVIC	GENERAL FUN	BUILDING	Office Supplies	MARKERS	\$2.74
059294	AMAZON CAPITAL SERVIC	GENERAL FUN	STREETS	Small Tools & Equi	PRINTER FOR JOE'S OFFI	\$62.15
059294	AMAZON CAPITAL SERVIC	STORM WATER	STORM WATE	Small Tools & Equi	PRINTER FOR JOE'S OFFI	\$5.65
059294	AMAZON CAPITAL SERVIC	LIQUOR FUND	LIQUOR STOR	Small Tools & Equi	WALKIE TALKIES	\$22.89
						\$112.60
CHECK # 059294 AMAZON CAPITAL SERVICES						
CHECK # 059295 ANDERSON, JANICE						
059295	ANDERSON, JANICE	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$105.00
						\$105.00
CHECK # 059295 ANDERSON, JANICE						
CHECK # 059296 ANDERSON, MATTHEW						
059296	ANDERSON, MATTHEW	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$210.00
						\$210.00
CHECK # 059296 ANDERSON, MATTHEW						
CHECK # 059297 BELLBOY CORPORATION						
059297	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	FREIGHT REIMB	-\$33.10
059297	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$3,825.44
059297	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$635.50
059297	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	FREIGHT REIMB	-\$771.44
						\$3,656.40
CHECK # 059297 BELLBOY CORPORATION						
CHECK # 059299 BERNICK COMPANIES						
059299	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$115.13
059299	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$2,216.76
						\$2,331.89
CHECK # 059299 BERNICK COMPANIES						

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CHECK # 059300 BREAKTHRU BEVERAGE						
059300	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$112.34
059300	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,516.78
059300	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$184.00
						\$4,813.12
CHECK # 059300 BREAKTHRU BEVERAGE						
059301	BRUSTAD, KARI	GENERAL FUN		Deposits	LIBRARY MTG ROOM KEY	\$50.00
						\$50.00
CHECK # 059301 BRUSTAD, KARI						
CHECK # 059302 C & L DISTRIBUTING						
059302	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$126.00
059302	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$1,146.65
059302	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$104.00
059302	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MISC	\$87.50
						\$1,464.15
CHECK # 059302 C & L DISTRIBUTING						
CHECK # 059303 CALDWELL, LAWRENCE						
059303	CALDWELL, LAWRENCE	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$187.50
						\$187.50
CHECK # 059303 CALDWELL, LAWRENCE						
CHECK # 059305 CHRISTIANSON, KELLY						
059305	CHRISTIANSON, KELLY	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$273.75
						\$273.75
CHECK # 059305 CHRISTIANSON, KELLY						
CHECK # 059306 DAHLHEIMER DIST CO						
059306	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$236.07
059306	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$12,691.13
059306	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$184.60
						\$13,111.80
CHECK # 059306 DAHLHEIMER DIST CO						
CHECK # 059307 HANDY, KARL						
059307	HANDY, KARL	FIRE FUND	FIRE	Repair/Maint - Bldg	TRUCK #7 FUEL PUMP	\$67.64
						\$67.64
CHECK # 059307 HANDY, KARL						
CHECK # 059308 JANNETT, RONDA						
059308	JANNETT, RONDA	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$112.50
						\$112.50
CHECK # 059308 JANNETT, RONDA						
CHECK # 059309 JOHNSON BROTHERS LIQUOR						
059309	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,798.69
059309	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$4,408.49
						\$12,207.18
CHECK # 059309 JOHNSON BROTHERS LIQUOR						
CHECK # 059310 JOHNSON, BARBARA J						
059310	JOHNSON, BARBARA J	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$195.00
						\$195.00
CHECK # 059310 JOHNSON, BARBARA J						
CHECK # 059311 MCDONALD DIST CO						
059311	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$13,636.62
059311	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$59.35
059311	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$385.10
						\$14,081.07
CHECK # 059311 MCDONALD DIST CO						
CHECK # 059312 MN MUNICIPAL UTILITIES ASSN						
059312	MN MUNICIPAL UTILITIES	GENERAL FUN	HUMAN RESO	Professional Servic	PRE-EMPLOYMENT DRUG	\$75.00

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059312	MN MUNICIPAL UTILITIES ASSN					\$75.00
CHECK # 059313	OSWEILER, JAMES L					
059313	OSWEILER, JAMES L	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$195.00
CHECK # 059313	OSWEILER, JAMES L					\$195.00
CHECK # 059314	PAUSTIS WINE COMPANY					
059314	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$641.65
CHECK # 059314	PAUSTIS WINE COMPANY					\$641.65
CHECK # 059315	PHILLIPS WINE & SPIRITS					
059315	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$170.60
059315	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$59.90
059315	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$3,563.64
CHECK # 059315	PHILLIPS WINE & SPIRITS					\$3,794.14
CHECK # 059316	REED-HANSBERRY, RUTH					
059316	REED-HANSBERRY, RUTH	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$165.00
CHECK # 059316	REED-HANSBERRY, RUTH					\$165.00
CHECK # 059317	SCHULTZ, JODELL M					
059317	SCHULTZ, JODELL M	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$228.75
CHECK # 059317	SCHULTZ, JODELL M					\$228.75
CHECK # 059318	SOUTHERN GLAZERS OF MN					
059318	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$1,094.07
059318	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$128.00
CHECK # 059318	SOUTHERN GLAZERS OF MN					\$1,222.07
CHECK # 059319	STAMNESS, CYNTHIA L					
059319	STAMNESS, CYNTHIA L	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$191.25
CHECK # 059319	STAMNESS, CYNTHIA L					\$191.25
CHECK # 059321	TRACY, PATRICIA					
059321	TRACY, PATRICIA	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$330.00
CHECK # 059321	TRACY, PATRICIA					\$330.00
CHECK # 059322	VINOCOPIA, INC					
059322	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$256.50
CHECK # 059322	VINOCOPIA, INC					\$256.50
CHECK # 059323	VOJVODICH, PAMELA KAY					
059323	VOJVODICH, PAMELA KAY	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$180.00
CHECK # 059323	VOJVODICH, PAMELA KAY					\$180.00
CHECK # 059324	WELIA HEALTH					
059324	WELIA HEALTH	GENERAL FUN	HUMAN RESO	Professional Servic	MAFD PRE-EMPLOYMENT	\$1,561.50
CHECK # 059324	WELIA HEALTH					\$1,561.50
CHECK # 059325	WINE MERCHANTS					
059325	WINE MERCHANTS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$365.51
CHECK # 059325	WINE MERCHANTS					\$365.51
CHECK # 059326	CENTURYLINK					
059326	CENTURYLINK	GENERAL FUN	AIRPORT	Telephone	A/D BLDG PHONE	\$57.13
059326	CENTURYLINK	GENERAL FUN	AIRPORT	Telephone	FUEL PHONE	\$63.07
CHECK # 059326	CENTURYLINK					\$120.20

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CHECK # 059327	FIRST CITIZENS NATL BANK - IA					
059327	FIRST CITIZENS NATL BA	TIF 1-11 KSB	TIF	Pay Out Tax Incre	2022 TIF PYMT - 2ND HA	\$8,558.15
CHECK # 059327	FIRST CITIZENS NATL BANK - IA					\$8,558.15
CHECK # 059328	JCF PROPERTIES LLC					
059328	JCF PROPERTIES LLC	GENERAL FUN	GENERAL GOV	Tax Abatement Pay	2022 TAX ABATEMENT	\$2,100.00
CHECK # 059328	JCF PROPERTIES LLC					\$2,100.00
CHECK # 059329	KANABEC CO ART ASSOCIATION					
059329	KANABEC CO ART ASSOCI	GENERAL FUN		Deposits	LIBRARY MTG ROOM KEY	\$50.00
CHECK # 059329	KANABEC CO ART ASSOCIATION					\$50.00
CHECK # 059330	KANABEC CO SHERIFF					
059330	KANABEC CO SHERIFF	GENERAL FUN	LAW ENFORC	Professional Servic	DEC LAW ENFORCEMENT	\$53,550.25
CHECK # 059330	KANABEC CO SHERIFF					\$53,550.25
CHECK # 059331	MN SECRETERY OF STATE-NOTARY					
059331	MN SECRETERY OF STATE	GENERAL FUN	ADMINISTRAT	Dues & Subscriptio	YODER NOTARY COMMIS	\$120.00
CHECK # 059331	MN SECRETERY OF STATE-NOTARY					\$120.00
CHECK # 059332	MYSA HOUSE LLLP					
059332	MYSA HOUSE LLLP	TIF 1-15 HRA	TIF	Pay Out Tax Incre	2022 TIF PYMT - 2ND HA	\$10,384.69
CHECK # 059332	MYSA HOUSE LLLP					\$10,384.69
CHECK # 059333	NORTHLAND PROCESS PIPING INC					
059333	NORTHLAND PROCESS PI	GENERAL FUN	GENERAL GOV	Tax Abatement Pay	2022 TAX ABATEMENT	\$6,584.06
CHECK # 059333	NORTHLAND PROCESS PIPING INC					\$6,584.06
CHECK # 059338	CARDMEMBER SERVICE					
059338	CARDMEMBER SERVICE	GENERAL FUN	STREETS	Small Tools & Equi	FLASHLIGHT RECHARGIN	\$38.64
059338	CARDMEMBER SERVICE	GENERAL FUN	STREETS	Other Operating Su	TRUCK R TREAT CANDY	\$125.46
059338	CARDMEMBER SERVICE	GENERAL FUN	STREETS	Office Supplies	VEHICLE INSPECTION RE	\$323.56
059338	CARDMEMBER SERVICE	FIRE FUND	FIRE	Miscellaneous	HOTEL FOR FIRE VICTIM	\$128.24
CHECK # 059338	CARDMEMBER SERVICE					\$615.90
CHECK # 059340	IVES, SANDY					
059340	IVES, SANDY	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$105.00
CHECK # 059340	IVES, SANDY					\$105.00
CHECK # 059341	K & R MEATS					
059341	K & R MEATS	FIRE FUND	FIRE	Miscellaneous	MEAT & CHEESE TRAY F	\$78.13
CHECK # 059341	K & R MEATS					\$78.13
CHECK # 059344	MIDCO					
059344	MIDCO	GENERAL FUN	INFORMATIO	Telephone	INTERNET	\$88.39
059344	MIDCO	GENERAL FUN	CITY HALL BU	Telephone	PHONE/INTERNET	\$611.21
059344	MIDCO	GENERAL FUN	STREETS	Telephone	PHONE/INTERNET	\$118.20
059344	MIDCO	GENERAL FUN	AQUATIC CEN	Telephone	PHONE/INTERNET	\$7.36
059344	MIDCO	FIRE FUND	FIRE	Telephone	INTERNET	\$75.39
059344	MIDCO	LIQUOR FUND	LIQUOR STOR	Telephone	PHONE/INTERNET	\$387.61
CHECK # 059344	MIDCO					\$1,288.16
CHECK # 059346	MN ENERGY RESOURCES CORP					
059346	MN ENERGY RESOURCES	GENERAL FUN	CITY HALL BU	Natural Gas - Heat	NATURAL GAS	\$485.82
059346	MN ENERGY RESOURCES	GENERAL FUN	LIBRARY BUIL	Natural Gas - Heat	NATURAL GAS	\$474.56
059346	MN ENERGY RESOURCES	GENERAL FUN	GARAGE	Natural Gas - Heat	NATURAL GAS	\$1,166.72

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059346	MN ENERGY RESOURCES	GENERAL FUN	AQUATIC CEN	Natural Gas - Heat	NATURAL GAS	\$256.37
059346	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS-AD BLDG	\$131.17
059346	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS-HANGAR	\$316.38
059346	MN ENERGY RESOURCES	FIRE FUND	FIRE	Natural Gas - Heat	NATURAL GAS	\$992.12
CHECK # 059346 MN ENERGY RESOURCES CORP						\$3,823.14
CHECK # 059347 MN PEIP						
059347	MN PEIP	GENERAL FUN		Group Health Insur	GROUP HEALTH INS PRE	\$26,576.23
CHECK # 059347 MN PEIP						\$26,576.23
CHECK # 059348 PAUSTIS WINE COMPANY						
059348	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$1,739.65
059348	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$220.00
CHECK # 059348 PAUSTIS WINE COMPANY						\$1,959.65
CHECK # 059349 PERA - MN ST TREASURER						
059349	PERA - MN ST TREASURE	GENERAL FUN	HUMAN RESO	Miscellaneous	LATE FEE ASSESSED DUE	\$19.93
CHECK # 059349 PERA - MN ST TREASURER						\$19.93
CHECK # 059350 TR COMPUTER SALES, LLC						
059350	TR COMPUTER SALES, LL	GENERAL FUN	INFORMATIO	Professional Servic	IT WORK	\$225.50
059350	TR COMPUTER SALES, LL	GENERAL FUN	INFORMATIO	Professional Servic	MONTHLY CLOUD & SER	\$1,619.50
CHECK # 059350 TR COMPUTER SALES, LLC						\$1,845.00
CHECK # 059351 VERIZON WIRELESS						
059351	VERIZON WIRELESS	GENERAL FUN	ADMINISTRAT	Telephone	CELL/IPAD	\$0.00
059351	VERIZON WIRELESS	GENERAL FUN	PLANNING &	Telephone	CELL	\$28.81
059351	VERIZON WIRELESS	GENERAL FUN	CITY HALL BU	Telephone	CELL	\$4.12
059351	VERIZON WIRELESS	GENERAL FUN	BUILDING	Telephone	CELL	\$45.27
059351	VERIZON WIRELESS	GENERAL FUN	STREETS	Telephone	CELL/IPAD	\$94.87
059351	VERIZON WIRELESS	GENERAL FUN	AQUATIC CEN	Telephone	CELL	\$28.81
059351	VERIZON WIRELESS	GENERAL FUN	PARKS	Telephone	CELL/IPAD	\$38.18
059351	VERIZON WIRELESS	GENERAL FUN	AIRPORT	Telephone	CELL	\$8.18
059351	VERIZON WIRELESS	STORM WATER	STORM WATE	Telephone	CELL/IPAD	\$19.77
059351	VERIZON WIRELESS	CEMETERY FU	CEMETERY	Telephone	CELL/IPAD	\$8.18
059351	VERIZON WIRELESS	LIQUOR FUND	LIQUOR STOR	Telephone	CELL	\$41.15
CHECK # 059351 VERIZON WIRELESS						\$317.34
CHECK # 059352 YODER, MANDI						
059352	YODER, MANDI	GENERAL FUN	HUMAN RESO	Meetings, Training,	MILEAGE TO HR CLASSE	\$366.52
CHECK # 059352 YODER, MANDI						\$366.52
CHECK # 059353 ZWACK, DIRK						
059353	ZWACK, DIRK	GENERAL FUN	ELECTIONS	Contractual Labor	ELECTION JUDGING	\$228.75
CHECK # 059353 ZWACK, DIRK						\$228.75
CHECK # 059355 ABSOLUTE PORTABLE RESTROOMS						
059355	ABSOLUTE PORTABLE RES	GENERAL FUN	PARKS	Rentals	JULY - SEPT RENTALS	\$600.00
CHECK # 059355 ABSOLUTE PORTABLE RESTROOMS						\$600.00
CHECK # 059356 ACE HARDWARE						
059356	ACE HARDWARE	GENERAL FUN	CITY HALL BU	Cleaning Supplies	PLEDGE, DISH SOAP	\$19.57
059356	ACE HARDWARE	GENERAL FUN	CITY HALL BU	Other Operating Su	DOORBELL, STICKY TABS	\$40.17
059356	ACE HARDWARE	GENERAL FUN	LIBRARY BUIL	Cleaning Supplies	SWIFFER PADS	\$7.59
CHECK # 059356 ACE HARDWARE						\$67.33

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 059357 AMERICAN BOTTLING CO. INC						
059357	AMERICAN BOTTLING CO.	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$452.64
CHECK # 059357 AMERICAN BOTTLING CO. INC						\$452.64
CHECK # 059358 AMERICAN DOOR WORKS						
059358	AMERICAN DOOR WORKS	GENERAL FUN	GARAGE	Repair/Maint - Bldg	OVERHEAD DOOR MAINT	\$821.11
059358	AMERICAN DOOR WORKS	GENERAL FUN	AIRPORT	Repair/Maint - Bldg	OVERHEAD DOOR MAINT	\$486.00
059358	AMERICAN DOOR WORKS	FIRE FUND	FIRE	Repair/Maint - Bldg	OVERHEAD DOOR MAINT	\$456.61
CHECK # 059358 AMERICAN DOOR WORKS						\$1,763.72
CHECK # 059359 AMERICAN LEGAL PUBLISHING CORP						
059359	AMERICAN LEGAL PUBLIS	GENERAL FUN	LEGAL	Professional Servic	FOLIO/INTERNET SUPPL	\$138.65
059359	AMERICAN LEGAL PUBLIS	GENERAL FUN	LEGAL	Professional Servic	2022 SUPPL PAGES FOR	\$1,288.29
CHECK # 059359 AMERICAN LEGAL PUBLISHING CORP						\$1,426.94
CHECK # 059360 ARAMARK						
059360	ARAMARK	GENERAL FUN	CITY HALL BU	Laundry/Rugs	RUGS	\$62.61
059360	ARAMARK	GENERAL FUN	LIBRARY BUIL	Laundry/Rugs	RUGS & TOWELS	\$136.02
059360	ARAMARK	GENERAL FUN	GARAGE	Other Operating Su	TOWELS	\$90.34
CHECK # 059360 ARAMARK						\$288.97
CHECK # 059361 AUTO VALUE MORA						
059361	AUTO VALUE MORA	GENERAL FUN	STREETS	Lubricants & Additi	DIELECTRIC GREASE	\$11.99
059361	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	GRADER HOSE RPR PART	\$257.63
059361	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	WIPERS, HYDRO RPR PA	\$42.97
059361	AUTO VALUE MORA	GENERAL FUN	GARAGE	Small Tools & Equi	GREASER, WORKLIGHT,	\$113.53
059361	AUTO VALUE MORA	GENERAL FUN	GARAGE	Lubricants & Additi	LUBE, BRAKE PARTS CLE	\$411.83
059361	AUTO VALUE MORA	GENERAL FUN	AIRPORT	Small Tools & Equi	GREASE GUN	\$349.00
059361	AUTO VALUE MORA	GENERAL FUN	AIRPORT	Repair/Maint - Bldg	AIR, OIL, FUEL FILTERS,	\$246.57
059361	AUTO VALUE MORA	FIRE FUND	FIRE	Repair/Maint - Bldg	LICENSE LIGHTS, FILTER	\$300.91
CHECK # 059361 AUTO VALUE MORA						\$1,734.43
CHECK # 059363 CAMPBELL KNUTSON, P.A.						
059363	CAMPBELL KNUTSON, P.A.	GENERAL FUN	MAYOR & CO	Legal Services	LEGAL SERVICES-ELECTE	\$104.00
059363	CAMPBELL KNUTSON, P.A.	GENERAL FUN	LEGAL	Legal Services	LEGAL SERVICES-DEF AS	\$713.00
CHECK # 059363 CAMPBELL KNUTSON, P.A.						\$817.00
CHECK # 059364 CHAMBERLAIN OIL - CLONTARF						
059364	CHAMBERLAIN OIL - CLO	GENERAL FUN	STREETS	Lubricants & Additi	BULK OIL - 5W-30	\$482.60
059364	CHAMBERLAIN OIL - CLO	GENERAL FUN	STREETS	Lubricants & Additi	BULK OIL - 15W-40	\$610.42
CHECK # 059364 CHAMBERLAIN OIL - CLONTARF						\$1,093.02
CHECK # 059366 CRYSTAL SPRINGS ICE						
059366	CRYSTAL SPRINGS ICE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	ICE	\$662.90
CHECK # 059366 CRYSTAL SPRINGS ICE						\$662.90
CHECK # 059369 EAST CENTRAL ENERGY-ELECT						
059369	EAST CENTRAL ENERGY-E	GENERAL FUN	PARKS	Electricity	ELECTRICITY	\$70.80
059369	EAST CENTRAL ENERGY-E	GENERAL FUN	AIRPORT	Electricity	ELECTRICITY	\$248.26
059369	EAST CENTRAL ENERGY-E	LIQUOR FUND	LIQUOR STOR	Electricity	ELECTRICITY	\$1,770.68
CHECK # 059369 EAST CENTRAL ENERGY-ELECT						\$2,089.74
CHECK # 059370 EAST CENTRAL SOLID WASTE COMM						
059370	EAST CENTRAL SOLID WA	GENERAL FUN	STREETS	Garbage Removal	MISC DISPOSAL	\$140.10
CHECK # 059370 EAST CENTRAL SOLID WASTE COMM						\$140.10

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CHECK # 059371 EAST SIDE OIL CO INC						
059371	EAST SIDE OIL CO INC	GENERAL FUN	STREETS	Repair/Maint - Bldg	FILTER DISPOSAL	\$45.00
CHECK # 059371 EAST SIDE OIL CO INC						\$45.00
CHECK # 059373 FEDERATED COOP						
059373	FEDERATED COOP	GENERAL FUN	STREETS	Repair/Maint - Bldg	PLOW HITCH PIN	\$5.99
059373	FEDERATED COOP	GENERAL FUN	STREETS	Small Tools & Equi	PLOW MARKERS	\$95.92
CHECK # 059373 FEDERATED COOP						\$101.91
CHECK # 059374 FLUEGGE S AG INC						
059374	FLUEGGE S AG INC	GENERAL FUN	STREETS	Repair/Maint - Bldg	LOADER PLOW PINS	\$38.00
059374	FLUEGGE S AG INC	GENERAL FUN	PARKS	Repair/Maint - Bldg	SNOWBLOWER DRIVE CH	\$31.40
CHECK # 059374 FLUEGGE S AG INC						\$69.40
CHECK # 059377 GOPHER STATE ONE-CALL INC						
059377	GOPHER STATE ONE-CALL	GENERAL FUN	STREETS	Professional Serv	NOV LOCATES	\$18.90
CHECK # 059377 GOPHER STATE ONE-CALL INC						\$18.90
CHECK # 059378 GRAINGER, INC						
059378	GRAINGER, INC	GENERAL FUN	CITY HALL BU	Repair/Maint - Bldg	CITY HALL FLUORESCEN	\$172.20
CHECK # 059378 GRAINGER, INC						\$172.20
CHECK # 059379 GRANITE CITY JOBBING						
059379	GRANITE CITY JOBBING	GENERAL FUN	CITY HALL BU	Other Operating Su	PAPER TOWELS	\$25.23
059379	GRANITE CITY JOBBING	GENERAL FUN	GARAGE	Other Operating Su	TP & PAPER TOWELS	\$89.74
059379	GRANITE CITY JOBBING	FIRE FUND	FIRE	Other Operating Su	TP & PAPER TOWELS	\$89.73
CHECK # 059379 GRANITE CITY JOBBING						\$204.70
CHECK # 059380 GRANITE ELECTRONICS, INC						
059380	GRANITE ELECTRONICS, I	FIRE FUND	FIRE	Small Tools & Equi	4 NEW PAGERS & PROGR	\$2,000.00
CHECK # 059380 GRANITE ELECTRONICS, INC						\$2,000.00
CHECK # 059381 H & L MESABI						
059381	H & L MESABI	GENERAL FUN	STREETS	Repair/Maint - Bldg	PLOW BLADES	\$1,902.00
CHECK # 059381 H & L MESABI						\$1,902.00
CHECK # 059382 HAWKINS INC						
059382	HAWKINS INC	GENERAL FUN	STREETS	Street Maint - Labo	ICEMELT	\$721.50
059382	HAWKINS INC	GENERAL FUN	PARKS	Street Maint - Labo	ICEMELT	\$721.50
CHECK # 059382 HAWKINS INC						\$1,443.00
CHECK # 059385 JEFFS MACHINE & WELDING LLC						
059385	JEFFS MACHINE & WELDI	GENERAL FUN	STREETS	Repair/Maint - Bldg	TAILGATE RPR	\$100.56
CHECK # 059385 JEFFS MACHINE & WELDING LLC						\$100.56
CHECK # 059386 JOHNSONS HARDWARE & RENTAL						
059386	JOHNSONS HARDWARE &	GENERAL FUN	CITY HALL BU	Repair/Maint - Bldg	CITY HALL LIGHTBULBS	\$23.34
059386	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Lubricants & Additi	MIXED GAS/OIL	\$15.98
059386	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Small Tools & Equi	SAW BLADE	\$14.99
059386	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Repair/Maint - Bldg	PLOW PARTS	\$15.97
059386	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Small Tools & Equi	TIE DOWNS	\$27.99
059386	JOHNSONS HARDWARE &	GENERAL FUN	AIRPORT	Repair/Maint - Bldg	PLOW RPR PARTS	\$23.98
059386	JOHNSONS HARDWARE &	FIRE FUND	FIRE	Repair/Maint - Bldg	TOGGLE SWITCH FOR LI	\$8.99
059386	JOHNSONS HARDWARE &	CEMETERY FU	CEMETERY	Repair/Maint - Bldg	RODENT REMOVER	\$33.98
CHECK # 059386 JOHNSONS HARDWARE & RENTAL						\$165.22

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CHECK # 059387 KANABEC PUBLICATIONS, INC						
059387	KANABEC PUBLICATIONS,	GENERAL FUN	FINANCE	Advertising	PUBL HEARING-PROP'D A	\$124.61
059387	KANABEC PUBLICATIONS,	FIRE FUND	FIRE	Advertising	PUBL HEARING-PROP'D A	\$124.61
059387	KANABEC PUBLICATIONS,	LIQUOR FUND	LIQUOR STOR	Advertising	LIQ AD	\$263.35
						\$512.57
CHECK # 059387 KANABEC PUBLICATIONS, INC						
CHECK # 059388 KWIK TRIP - GAS PURCHASES						
059388	KWIK TRIP - GAS PURCHA	GENERAL FUN	STREETS	Motor Fuels	FUEL	\$3,279.43
059388	KWIK TRIP - GAS PURCHA	GENERAL FUN	PARKS	Motor Fuels	FUEL	\$75.97
059388	KWIK TRIP - GAS PURCHA	FIRE FUND	FIRE	Motor Fuels	FUEL	\$783.83
						\$4,139.23
CHECK # 059388 KWIK TRIP - GAS PURCHASES						
CHECK # 059390 MILLER TRUCKING INC						
059390	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	PRODUCT DELIVERY	\$273.00
059390	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	PRODUCT DELIVERY	\$982.10
059390	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	PRODUCT DELIVERY	\$39.90
						\$1,295.00
CHECK # 059390 MILLER TRUCKING INC						
CHECK # 059391 MINNESOTA PAVING & MATERIALS						
059391	MINNESOTA PAVING & M	GENERAL FUN	STREETS	Street Maint - Labo	COLD MIX	\$884.50
						\$884.50
CHECK # 059391 MINNESOTA PAVING & MATERIALS						
CHECK # 059392 NORTHERN SAFETY TECH, INC						
059392	NORTHERN SAFETY TECH	GENERAL FUN	STREETS	Repair/Maint - Bldg	GRADER BEACON LIGHTS	\$221.56
						\$221.56
CHECK # 059392 NORTHERN SAFETY TECH, INC						
CHECK # 059393 NORTHLAND REFRIGERATION INC						
059393	NORTHLAND REFRIGERAT	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	THERMOSTAT REPLACEM	\$680.44
						\$680.44
CHECK # 059393 NORTHLAND REFRIGERATION INC						
CHECK # 059394 ODP BUSINESS SOLUTIONS LLC						
059394	ODP BUSINESS SOLUTION	GENERAL FUN	MAYOR & CO	Office Supplies	OFFICE SUPPLIES	\$12.02
059394	ODP BUSINESS SOLUTION	GENERAL FUN	ADMINISTRAT	Office Supplies	OFFICE SUPPLIES	\$35.86
059394	ODP BUSINESS SOLUTION	GENERAL FUN	FINANCE	Office Supplies	OFFICE SUPPLIES	\$72.78
059394	ODP BUSINESS SOLUTION	LIQUOR FUND	LIQUOR STOR	Office Supplies	OFFICE SUPPLIES	\$20.00
						\$140.66
CHECK # 059394 ODP BUSINESS SOLUTIONS LLC						
CHECK # 059397 QUALITY DISPOSAL						
059397	QUALITY DISPOSAL	GENERAL FUN	CITY HALL BU	Garbage Removal	GARBAGE	\$56.98
059397	QUALITY DISPOSAL	GENERAL FUN	LIBRARY BUIL	Garbage Removal	GARBAGE	\$32.18
059397	QUALITY DISPOSAL	GENERAL FUN	STREETS	Garbage Removal	GARBAGE	\$96.53
059397	QUALITY DISPOSAL	GENERAL FUN	GARAGE	Garbage Removal	GARBAGE	\$154.01
059397	QUALITY DISPOSAL	LIQUOR FUND	LIQUOR STOR	Garbage Removal	GARBAGE	\$212.36
						\$552.06
CHECK # 059397 QUALITY DISPOSAL						
CHECK # 059398 QUILL CORPORATION						
059398	QUILL CORPORATION	LIQUOR FUND	LIQUOR STOR	Office Supplies	OFFICE SUPPLIES	\$23.28
						\$23.28
CHECK # 059398 QUILL CORPORATION						
CHECK # 059399 RED BULL DISTRIBUTION COMPANY						
059399	RED BULL DISTRIBUTION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	ENERGY DRINK	\$795.36
						\$795.36
CHECK # 059399 RED BULL DISTRIBUTION COMPANY						
CHECK # 059401 RJ MECHANICAL INC						
059401	RJ MECHANICAL INC	FIRE FUND	FIRE	Repair/Maint - Bldg	WATER HEATER REPAIR	\$322.97



CITY OF MORA
COUNCIL CHECK LIST

THE NOVEMBER/DECEMBER 2022 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

MAYOR

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

CITY CLERK



MEMORANDUM

Date: December 20, 2022
To: Mayor and City Council
From: Julie Krone, North Country Bottle Shop Manager
RE: North Country Bottle Shop NSF Checks to be Written Off

SUMMARY

Review North Country Bottle Shop check that was returned due to insufficient funds in the amount of \$173.18.

BACKGROUND INFORMATION

Each year there are a number of checks that are returned to the NCBS due to insufficient funds and/or closed accounts. The information is then sent to a collection agency to try to recover these funds. At the end of each year, the council must make a decision to write these checks off.

OPTIONS & IMPACTS

These check amounts are actively prosecuted and can be collected at any time.

RECOMMENDATIONS

Motion to approve to write off the North Country Bottle Shop NSF check in the amount of \$173.18.

Attachments

Write off list of payers & amounts

2022
LIQUOR STORE NSF CHECKS TO BE WRITTEN OFF

Date	Customer Name	Check Amount	Reason
11/25/22	John T Quitter	\$ 173.18	account closed
	Total Amount to be Written Off:	\$ 173.18	



MEMORANDUM

Date: December 20, 2022
 To: Mayor and City Council
 From: Sara B. King, Accountant
 RE: Items for Consideration to Write-Off

SUMMARY

Each year, the city council reviews any past due invoices for consideration to be written-off after all other collection efforts have been made.

BACKGROUND INFORMATION

Because no payment attempts were made on the following fire call invoices, they were placed with National Recoveries in 2019. In December of 2021, city staff was made aware that National Recoveries went out of business and all collection efforts would cease. Staff has mailed numerous past due notices since December 2021, but no payments have been made.

Name	Situation	Invoice No.	Invoice Date	Amount
RAIMONE, NICHOL MICHAEL	MAFD response to a car crash gas leak at 1825 121st Ave, Mora, on 8/4/17.	20170342	8/23/2017	\$500.00
KULYAS, JOHN III	MAFD response to a car fire at the location of Jewell St SE and Portage Ave on 10/06/17.	20170390	10/19/2017	\$500.00
REINHOLDSON, AMY M	MAFD Department response to a car accident at the 2700 block of Hwy 65, Mora, on 12/22/17.	20170445	12/26/2017	\$500.00
GRAND TOTAL.....				\$1,500.00

RECOMMENDATIONS

Motion to approve writing off the past due fire call invoices in the amount of \$1,500.00, as presented.

- Attachments*
 Invoice 20170342
 Invoice 20170390
 Invoice 20170445



CITY OF MORA
 101 LAKE STREET SOUTH
 MORA MN 55051

Invoice

No. 20170342
 Date 8/23/2017

PAST DUE

To: RAIMONE, NICHOLO MICHAEL
 1914 TOWER AVE, APT 201
 SUPERIOR WI 54880

Shipped	Ship Via	Terms	Contract	Contact	Customer PO#
				Mandi Yoder	
Qty	Unit	Description		Unit Price	Amount
1	Hour	- FIRE CALL		\$500.00	\$500.00

Special Instructions	SubTotal	Amount
PLEASE CONTACT YOUR INSURANCE COMPANY.	Tax	\$500.00
	Shipping	\$0.00
	TOTAL	\$500.00

PAID \$0.00

Please send a copy of your invoice with your payment. Thank you!

Mora Area Fire Department response to a car crash gas leak at 1825 121st Ave, Mora, on 8/4/17.

11/03/17 - PAST DUE INVOICE REMINDER RETURNED AS "NOT DELIVERABLE AS ADDRESSED"

SUBMITTED TO NATIONAL RECOVERIES IN 2019.



ThankYou !



CITY OF MORA
 101 LAKE STREET SOUTH
 MORA MN 55051

Invoice

No. 20170390
 Date 10/19/2017

PAST DUE

To: KULYAS, JOHN III
 23825 50TH AVE
 OGILVIE MN 56358

Shipped	Ship Via	Terms	Contract	Contact	Customer PO#
				Mandi Yoder	
Qty	Unit	Description		Unit Price	Amount
1	Hour	- FIRE CALL		\$500.00	\$500.00

Special Instructions	SubTotal	Amount
PLEASE CONTACT YOUR INSURANCE COMPANY.	Tax	\$500.00
	Shipping	\$0.00
	TOTAL	\$500.00

PAID \$0.00

Please send a copy of your invoice with your payment. Thank you!

Mora Area Fire Department response to a car fire at the location of Jewell St SE and Portage Ave on 10/06/17.

SUBMITTED TO NATIONAL RECOVERIES IN 2019.



ThankYou!



CITY OF MORA
 101 LAKE STREET SOUTH
 MORA MN 55051

Invoice

No. 20170445
 Date 12/26/2017

PAST DUE

To: REINHOLDSON, AMY M
 318 CHERRY AVE N
 BRAHAM MN 55006

Shipped	Ship Via	Terms	Contract	Contact	Customer PO#
				Mandi Yoder	
Qty	Unit	Description		Unit Price	Amount
1	Hour	- FIRE DEPARTMENT RESPONSE		\$500.00	\$500.00

Special Instructions	SubTotal	Amount
PLEASE CONTACT YOUR INSURANCE COMPANY.	Tax	\$500.00
	Shipping	\$0.00
	TOTAL	\$500.00

PAID \$0.00

Please send a copy of your invoice with your payment. Thank you!

Mora Area Fire Department response to a car accident at the 2700 block of Hwy 65, Mora, on 12/22/17. Vehicle license plate no: 255NZD VIN: KMHJG24F11U237871

SUBMITTED TO NATIONAL RECOVERIES IN 2019.



Thank You !

CITY OF MORA, KANABEC COUNTY, MINNESOTA
Staff Organizational Chart
January 2023

ver. 1.0

Consultants/Contract Services

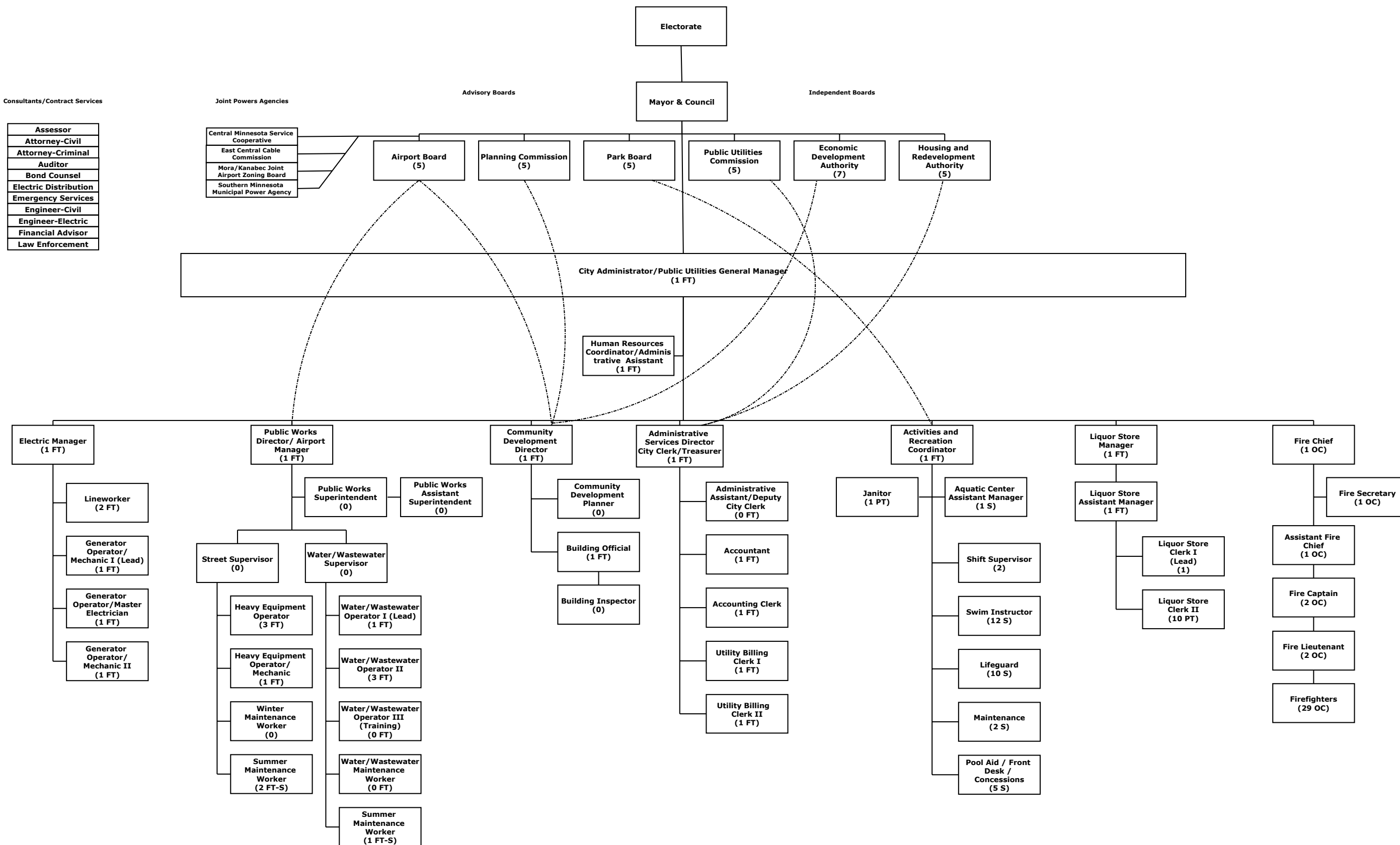
Assessor
Attorney-Civil
Attorney-Criminal
Auditor
Bond Counsel
Electric Distribution
Emergency Services
Engineer-Civil
Engineer-Electric
Financial Advisor
Law Enforcement

Joint Powers Agencies

Central Minnesota Service Cooperative
East Central Cable Commission
Mora/Kanabec Joint Airport Zoning Board
Southern Minnesota Municipal Power Agency

Advisory Boards

Independent Boards



Number indicates positions authorized
 FT = Full-Time
 PT = Part-Time
 OC = On-Call
 S = Seasonal
 -- = Staff Liaison



MEMORANDUM

Date: December 20, 2022
To: Mayor and City Council
From: Kirsten Faurie, Community Development Director
RE: 2023 Hangar Land Lease Increase

SUMMARY

The City collects yearly lease fees for hangars that are on the Municipal Airport land. There are two (2) hangars that are due for an increase in 2023.

BACKGROUND INFORMATION

Per the lease agreement, hangar land leases may be adjusted on each five (5) year anniversary of the lease by an amount not to exceed 10%.

There are two (2) hangars that are due for an increase in 2023:

<u>Name</u>	<u>Building Square Feet</u>	<u>2022 Rate</u>	<u>2023 Rate</u>
Larson Family Trust	2500	\$366.03	\$402.63
Gary Pangerl/Nick Stafford	3600	\$637.77	\$701.55

OPTIONS & IMPACTS

Approving the rent adjustment would increase airport revenue and would keep consistent with all of the hangar land leases.

RECOMMENDATIONS

Motion to approve the hangar land lease increase of 10% from the previous year for Larson Family Trust and Gary Pangerl/Nick Stafford.



MEMORANDUM

Date: December 20, 2022
To: Mayor and City Council
From: Glenn Anderson, City Administrator
RE: Kanabec County Sheriff Office Service Agreement

SUMMARY

The City Council will review the revisions made to the Contract for Law Enforcement Services between the City of Mora and the Kanabec County Sheriff's Office in response to the October 18, 2022 Work Session with Kanabec County.

*Attachments: 2009 Contract for Law Enforcement Services with KCSO
Revised Contract December 2022
Work Session Meeting Minutes October 18, 2022.*

1 **CONTRACT FOR LAW ENFORCEMENT SERVICES**

2
3
4 THIS AGREEMENT, made and entered into effective this 9th day of December 2009 by
5 and between the County of Kanabec, a governmental entity of the State of Minnesota
6 (hereinafter referred to as the "County"), the City of Mora, a municipal corporation existing
7 under and by virtue of the laws of the State of Minnesota (hereinafter referred to as the "City"),
8 and the Kanabec County Sheriff's Office (hereinafter referred to as the "Sheriff").
9

10 WITNESSETH:

11
12 WHEREAS, the County, through the Office of the Kanabec County Sheriff, currently maintains
13 a sheriff's office in accordance with Minnesota Statutes, Chapter 387 to specifically exercise the
14 powers and duties specified in Minnesota Statutes, § 387.03, and;
15

16 WHEREAS, the City formerly maintained a police department in accordance with Minnesota
17 Statutes, § 412.221 and Chapter 41 of the City Code, and
18

19 WHEREAS, the City has abolished their police department and repealed the ordinance so
20 creating same; and
21

22 WHEREAS, the City, the County, and the Sheriff have determined that the overall quality,
23 quantity and scope of law enforcement services to all parties could be enhanced, extended and
24 improved by the City contracting with the County to provide police protection within the
25 corporate limits of the City;
26

27 WHEREAS, the City, the County, and the Sheriff are desirous of entering into an agreement
28 whereby the County, through the Sheriff, shall provide law enforcement services to the City,
29 improve the quality and quantity of law enforcement services, and provide for a more efficient
30 expenditure of the available revenues of the respective parties, and,
31

32 WHEREAS, the Sheriff of Kanabec County has consented to the terms of this Agreement, and,
33

34 WHEREAS, Minnesota Statutes, § 471.59 (8) authorizes the City and the County to enter into an
35 agreement whereby the County will perform on behalf of the City any service or function which
36 the City would be authorized to provide, including law enforcement services, and,
37

38 WHEREAS, Minnesota Statutes, § 436.05 permits the Sheriff of any county to contract with any
39 city for the purposes of providing police service, subject to contractual approval by the Board of
40 Commissioners of the County and the City Council of the City.
41

42 NOW THEREFORE, pursuant to the terms and conditions as hereinafter set forth, it is agreed by
43 and between the parties as follows:
44

- 45 1. PURPOSE. The purpose of this Agreement is to increase efficiencies, more effectively
46 manage available resources, expand the scope of law enforcement services, conserve
47 funds through cooperation and sharing of resources, and to more fully and efficiently
48 utilize the expertise of law enforcement personnel.

1 2. SHERIFF'S DUTIES. The Sheriff shall continue to exercise any and all duties imposed upon
2 that office by law and this Agreement shall not in any manner limit, restrict or be deemed
3 to relieve said office of any such duties imposed by law.

4 3. STAFF.

5 a. The County shall provide and assign such personnel as the Sheriff deems necessary to
6 carry out the provisions of this Agreement. From the effective date, said
7 individuals shall in all respects be County employees and shall be subject to all
8 County administrative policies, rules, personnel plans, regulations, and pay plans,
9 including all employee benefits. The County shall be responsible for the
10 enforcement of all its employment policies and shall be responsible for insuring
11 compliance with all such policies, collective bargaining agreements, regulations,
12 and rules including discipline and discharge. The County shall assume
13 responsibility for the payment of salaries, wages, or other compensation to said
14 employees pursuant to this Agreement. The County, through the Sheriff of
15 Kanabec County, shall have final authority for the direction and control of said
16 employees.

17 b. The County, through the Sheriff's Office, shall have the sole authority to manage the
18 personnel serving in law enforcement so that the size of the department properly
19 reflects the needs of the County and the provisions of this Agreement.

20 c. The Sheriff shall assign one of his/her personnel to act as the liaison between the
21 Sheriff's Office and the City.

22 d. If, in the judgment of the City and/or the Sheriff, it is deemed necessary to add
23 additional temporary law enforcement personnel for special events sponsored by
24 the City, such personnel shall be provided by and supervised by the Sheriff along
25 with the Sheriff's employees providing services under the terms of this
26 Agreement. The City agrees to reimburse the Sheriff for the cost of said
27 additional personnel used at said events at the hourly rate set forth in this
28 Agreement.

29 4. HOLD HARMLESS. The City shall not be liable for compensation or indemnity to any
30 County employee for injury or sickness arising out of the scope of employment and the
31 County agrees to indemnify and hold harmless the City against any such claims.
32 Notwithstanding this provision, neither party shall assume any liability for the intentional
33 or negligent acts of the other party's employees and in the event that any claim is made
34 against either party, its officers or employees for such intentional or negligent acts, that
35 party shall hold the other harmless and shall defend the other against any claims for
36 damages resulting therefrom.

37 5. NON-WAIVER OF IMMUNITY. Any provision for indemnification shall not inure to the
38 benefit of any third party. Further, neither the County nor the City, by and through the
39 terms of this Agreement, intends to waive any immunity that they may be accorded by
40 law.

41 6. BUDGET.

42 a. The Sheriff shall annually prepare and submit to the City Administrator a budget no
43 later than June 25 of each year for the subsequent year. Said budget shall include

1 a five-year capital improvement plan. Such budget shall set forth the requested
2 funding from the City for law enforcement services under this Agreement.

3 b. The City Council shall approve a budget for law enforcement services and submit it to
4 the Sheriff no later than August 1. Said budget shall set aside funds for payments
5 under this Agreement, anticipated additional services, and capital improvements.

6 c. For the cost of services above and beyond the scope of this Agreement that result in
7 overtime expenses the Sheriff may request reimbursement from the City and the
8 City shall reimburse the Sheriff the cost of said services. The Sheriff shall inform
9 the City in advance, where possible, of the nature and proposed cost of the
10 additional services. The overtime costs for employee services shall be as follows:

11 i. 2010 - \$47.00 per hour

12 ii. 2011 - \$49.00 per hour

13 iii. In subsequent years – as agreed to in writing as an amendment to this
14 Agreement.

15 7. CAPITAL IMPROVEMENT PLAN. The Sheriff shall develop and submit to the City for
16 adoption a plan for capital improvements for law enforcement purposes. The budget may
17 provide for the creation of reserve funds for such capital improvements. Said reserve
18 funds shall be maintained by the City.

19 8. FUNDING.

20 a. The City agrees to pay, in arrears to the County the budgeted amount for law
21 enforcement services in equal monthly installments as shown in Appendix A -
22 Approved Budget. The County shall prepare a monthly invoice showing the
23 amount due and any additional charges or credits for the prior billing period. City
24 may not unilaterally decrease its level of funding from the amount budgeted upon
25 for any subsequent year, nor may the County unilaterally increase the amount
26 budgeted for any subsequent year.

27 b. Except as otherwise mentioned in this Agreement, all revenues received by the
28 County, not expended as designated, attributable to the activities and operations
29 of the Sheriff's Deputies assigned to the City or occurring in the City shall be paid
30 to the City or credited to the City's account. These revenues shall include, but not
31 be limited to:

32 i. Police Training Reimbursement;

33 ii. Alcohol, Tobacco & Other Drug (compliance) Grants

34 iii. Police PERA Aide

35 iv. Should the Sheriff receive reimbursement for the cost of additional services
36 from sources other than the City, the City's share of the reimbursement to
37 the Sheriff shall be reduced by the same amount received from other
38 sources.

39 c. All fines and revenue from forfeitures collected by the courts, the County, or the City
40 for violations occurring in the City shall be disbursed according to Minnesota
41 Statutes.

42 d. The following revenues generated by the County shall remain with the County:

- 1 i. Animal and vehicle impoundment fees, if the county pays the cost of
2 impoundment.
- 3 ii. Fees for reports, background checks, handgun permits, and other administrative
4 charges.
- 5 iii. Reimbursement of expenses from other agencies for law enforcements
6 services attributable to the activities and operations of the Sheriff's
7 Deputies assigned to the City or occurring in the City not covered by
8 payments from the City.

9 9. PERSONNEL, EQUIPMENT, FACILITIES & SUPPLIES.

- 10 a. Except as specified in paragraphs b and c below, the County shall furnish and supply
11 all supervision, personal gear, uniforms, communication facilities, dispatching
12 services, necessary office space, supplies, and personnel to render the law
13 enforcement services required under this Agreement. Except as otherwise
14 provided herein, the County shall retain ownership of all such materials acquired
15 for the purpose of complying with this Agreement.
- 16 b. The cost of all vehicles and necessary accessory equipment in the vehicles (hereinafter
17 referred to as "Equipment") required to provide law enforcement services in the
18 City shall be over and above the cost of providing service under this Agreement.
19 An inventory of necessary Equipment provided shall be found in Appendix B -
20 Equipment Schedule. Equipment shall be used by the Sheriff subject to the
21 following stipulations:
- 22 i. The City shall transfer to the County ownership of all Equipment currently
23 owned by the City at no cost to the County. Prior to the effective date of
24 this Agreement the Sheriff shall initially inspect the City owned
25 Equipment and accept or reject them for use by the Sheriff. Equipment
26 rejected shall be returned to the City. Equipment accepted by the Sheriff
27 shall be entered on the equipment schedule at no value and with an
28 estimated useful life as mutually agreed upon.
- 29 ii. Equipment to supplement the Equipment provided initially by the City shall be
30 provided by the County. The County shall initially purchase said
31 Equipment and charge the city monthly for the use of said equipment
32 based on the cost of said Equipment and its estimated useful life. This
33 cost shall be over and above the monthly compensation identified in
34 Section 8.a. above. The number and types of Equipment shall not exceed
35 that identified on Appendix B - Equipment Schedule.
- 36 iii. Vehicles used to provide services under this Agreement shall be marked in a
37 manner approved by all parties.
- 38 c. Other equipment owned by the City, not included above and to be used for the purpose
39 of carrying out the terms of this Agreement, may be transferred to the Sheriff's
40 Office at no cost to the County.
- 41 d. Other equipment owned by the City, not included above, may be transferred to the
42 Sheriff's Office upon agreement of mutually acceptable terms

43 10. DISTRIBUTION OF EQUIPMENT.

1 a. When the Sheriff finds it necessary to dispose of Equipment acquired under Section
2 9.b., for whatever reason, the property may be sold after receiving concurrence of
3 the City. The net revenues from said sale or disposition shall be deposited with
4 the County. In the case of Equipment initially provided by the City under Section
5 9.b.i. and 9.c. the Sheriff shall return the Equipment to the City for disposal.

6 b. Upon termination of this Agreement, any Equipment acquired under Section 9.b. and
7 9.c. shall be offered to the City at a cost equal to the remaining value of said
8 Equipment. If termination is initiated by the City the City shall be obligated to
9 pay the County for said Equipment. If termination is initiated by the County the
10 City may purchase any items of said Equipment at its discretion, but is not
11 obligated to do so.

12 11. SERVICES PROVIDED. County agrees, through the Sheriff, to provide police protection
13 within the corporate limits of the City to the extent and in the manner hereinafter set
14 forth, and to the extent required by law, by adopting this agreement, the City hereby
15 authorizes the Sheriff to provide these services specified herein within the corporate
16 limits of the City.

17 a. The services to be provided shall include those duties and functions of the type
18 customarily rendered by the Sheriff pursuant to Minnesota Statutes and rendered
19 by the Sheriff in the unincorporated area of the County.

20 b. City ordinances shall be enforced by the Sheriff.

21 c. Other services will be provided by the Sheriff, as set forth in Appendix C - Services to
22 be Provided.

23 12. REPORTS. The Sheriff shall prepare and submit to the City Administrator no later than the
24 second Thursday of each month a report detailing the law enforcement activities in the
25 City for the prior month.

26 13. DATA PRACTICES. The Sheriff shall be the Data Practices agent for any requests
27 involving action undertaken by the Sheriff's employees under this Agreement.

28 14. COMPLAINTS. The City shall forward any and all complaints regarding law enforcement
29 services in the City to the Sheriff. The Sheriff shall investigate any complaints, whether
30 referred by the City or not, according to the policies of the Sheriff. Upon resolution the
31 Sheriff shall forward a summary report of the complaint, investigation, and summary
32 action to the City Administrator.

33 15. TERM.

34 a. The initial term of this Agreement shall run until 11:59 p.m., December 31, 2011. It
35 shall continue thereafter, from year to year, unless specifically terminated by
36 either of the parties to this Agreement.

37 b. This agreement shall commence after the all parties have duly approved and signed
38 this Agreement and the City has notified the county of a commencement date for
39 the agreement.

40 c. At the commencement of this Agreement it is understood that the Sheriff may not be
41 able to provide all services immediately. During this ramp-up period the monthly
42 fee shall be adjusted to reflect the amount of service received. Said ramp-up

1 period shall be no longer than two months from the commencement of this
2 Agreement.

3 d. If, for any reason, after the ramp-up period the Sheriff is unable to provide all of the
4 services provided for under this Agreement the monthly fee shall be adjusted to
5 reflect the amount of service received.

6 16. TERMINATION.

7 a. This Agreement may be terminated after the initial term, with or without cause, upon
8 either party giving written notice to the other party of its desire to terminate prior
9 to August 1 of any year of this Agreement or of any extension thereof. Any such
10 notice of termination shall be effective on December 31 of the same year of the
11 giving of said notice.

12 b. After termination the County shall pay to the City, as received, any revenues described
13 in Section 8.b. above.

14 c. In case of termination of this Agreement by the City, the City shall reimburse the
15 County the cost of unemployment expenses incurred resulting from the layoff of
16 Sheriff's staff formerly providing services under this agreement. The City shall
17 only be obligated to pay for costs incurred within one year of the termination date
18 of the agreement.

19 17. APPLICABLE LAWS. This Agreement shall be interpreted under and in accordance with
20 the law of the State of Minnesota.

21 18. SEVERABILITY. If it should appear that any of the terms hereof are in conflict with any
22 rule or law or statutory provision of the State of Minnesota or are otherwise declared null
23 and void by any Court of competent jurisdiction, then such terms shall be deemed
24 inoperative and null and void without invalidating or otherwise affecting the remaining
25 provisions of this Agreement.

26 19. AMENDMENTS. Any amendments, deletions, or waivers of the provisions of this
27 Agreement shall be valid only when reduced to writing and signed by the parties.

28 20. ENTIRE AGREEMENT. This Agreement shall constitute the entire agreement of the parties
29 and shall supersede all oral agreements and negotiations between the parties relating to
30 the subject matter herein.

31 21. NON-DISCRIMINATION. The parties are committed to the policy that all persons shall
32 have equal access to its programs, facilities, and employment without regard to race,
33 color, creed, religion, national origin, sex, age, marital status, or sexual orientation.

34 22. OVERSIGHT. All parties to this Agreement agree to the necessity of continual
35 communications between all of the parties and therefore jointly establish an oversight
36 committee to ensure proper administration of this Agreement. The committee shall
37 consist of one county commissioner, one city council member, the sheriff, and two
38 members of the public, one appointed by the city council, and one appointed by the
39 county commission. Said committee shall meet semi-annually in January and July and at
40 other times as called by any of the committee members.

41 23. DISPUTES AND REMEDIES.

42 a. Negotiation. When a disagreement over interpretation of any provision of this
43 Agreement shall arise, all parties will direct staff members as they deem

1 appropriate to meet at least one (1) time at a mutually convenient time and place
2 to attempt to resolve the dispute through negotiation.

3 b. Mediation. When the parties to this Agreement are unable to resolve disputes, claims
4 or counterclaims, or are unable to agree upon an interpretation of any provision of
5 this Agreement through negotiation, either party may request mediation of the
6 issue by a neutral third party knowledgeable in the law and in the settlement of
7 disputes. The party requesting negotiation shall pay the costs of mediation except
8 the other parties' legal expenses.

9 c. Arbitration. When the parties to this Agreement are unable to resolve disputes, claims,
10 or counterclaims, or are unable to agree upon an interpretation of any provision of
11 this Agreement through negotiation or mediation, the parties may mutually agree
12 in writing to seek relief by submitting their respective grievances to binding
13 arbitration. All parties shall equally share arbitration costs except other parties'
14 legal expenses.

15 d. Adjudication. When the parties to this Agreement are unable to resolve disputes,
16 claims or counterclaims, are unable to negotiate an interpretation of any provision
17 of this Agreement or are unable to agree to submit their respective grievances to
18 mediation or arbitration, either party may seek relief through initiation of an
19 action in a court of competent jurisdiction.

20
21 IN WITNESS WHEREOF, The parties have hereunto set their hand on the dates below written.

22
23 Dated: 12/9/09

COUNTY OF KANABEC

24
25 By M. Kathi Ellis
26 Its Chairperson

27
28 ATTEST:

29
30 By Derry L. Tredt
31 Its Coordinator

32
33
34 Dated: 12/11/09

CITY OF MORA

35
36 By Gregory Clark
37 Its Mayor

38
39 ATTEST:

40
41 By Mason Helle
42 Its Clerk

1 Dated: _____
2
3
4
5
6
7
8
9
10
11

KANABEC COUNTY SHERIFF

By Steve Schuchert
Sheriff

ATTEST:

By Robert A. [Signature]
Chief Deputy Sheriff

12 APPROVED AS TO FORM AND EXECUTION

13
14 [Signature] 12/10/09
15 County Attorney

16
17 [Signature] 12/14/09
18 City Attorney
19

1
2
3
4
5
6

APPENDIX A

Approved Budget

[TO BE INSERTED AT A LATER DATE]

Law Enforcement Services contract

Sergeant	1@ \$82,000		\$82,000	
Deputies	4@ \$73,000		\$292,000	
Law Enforcement Assistant	1@ \$49,000		\$49,000	
Part Time Deputy			\$14,000	
Capital Equipment (+\$41,000)				
Vehicle repairs			\$10,000	
Gas, oil, & misc.			\$24,000	
Training, small equipment, repairs, & Office supplies			\$10,500	
Cell phones			\$2,400	was 2,300
Auto Insurance			\$2,500	added
			<hr/>	
			total	\$486,400
	Administration Charge 5%			\$24,320
			<hr/>	
			total	\$510,720
Office set up and misc. one time expense			\$40,000	
			<hr/>	
2010	5%	Grand total	\$536,256	
2011	5%	Grand total	\$563,068	
<hr/>				
July 2009	-50%	\$255,360	Grand total	\$295,360

Hourly rate

The annual amount is based on the multiplication of the deputy's hourly rate, hours per day, and days per year. The 2009 hourly rate for the one deputy is \$46.00 per hour, 2010 is \$47.00, and 2011 is \$49.00. The hours that a deputy is in the City to answer complaints, enforce City ordinances and/or State Laws, and patrol, shall be assigned to by the Sheriff or this designee.

Additional Personnel. If in the judgment of the City and/or the Sheriff it is necessary to add additional temporary law enforcement personnel for special events sponsored by the City, such personnel shall be hired by the Sheriff and supervised as by the Sheriff along with the Sheriff's employees performing services under the terms of this Agreement. The City agrees to reimburse the Sheriff for the additional personnel used at special events at the hourly rate.

APPENDIX B

Equipment Schedule

1
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The following equipment shall be deemed necessary and at a cost over and above the monthly contract amount:

Item	Cost	Salvage	Useful Life	In Service
1 patrol vehicle				
2 patrol vehicle				
3 patrol vehicle				
4 patrol vehicle				
5 patrol vehicle				
1 vehicle radio				
2 vehicle radio				
3 vehicle radio				
4 vehicle radio				
5 vehicle radio				
1 radar				
2 radar				
3 radar				
4 radar				
5 radar				
1 rifle				
2 rifle				
3 rifle				
4 rifle				
5 rifle				
1 mobile display terminal				
2 mobile display terminal				
3 mobile display terminal				
4 mobile display terminal				
5 mobile display terminal				
1 light bar & lights				
2 light bar & lights				
3 light bar & lights				
4 light bar & lights				
5 light bar & lights				
1 cage				
2 cage				
3 cage				
4 cage				
5 cage				
1 vehicle video camera				
2 vehicle video camera				
3 vehicle video camera				

4 vehicle video camera				
5 vehicle video camera				
1 computer				
2 computer				
3 computer				
4 computer				
5 computer				
1 portable radio				
2 portable radio				
3 portable radio				
4 portable radio				
5 portable radio				
1 PBT				
2 PBT				
3 PBT				
4 PBT				
5 PBT				
1 Level IIIA body armor				
2 Level IIIA body armor				
3 Level IIIA body armor				
4 Level IIIA body armor				
5 Level IIIA body armor				
1 vehicle gun lock				
2 vehicle gun lock				
3 vehicle gun lock				
4 vehicle gun lock				
5 vehicle gun lock				
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2 flashlights (2)				
3 flashlights (2)				
4 flashlights (2)				
5 flashlights (2)				
1 digital camera				
2 digital camera				
3 digital camera				
4 digital camera				
5 digital camera				
1 tazor				
2 tazor				
3 tazor				
4 tazor				
5 tazor				
1 first aid kit with O2				
2 first aid kit with O2				
3 first aid kit with O2				
4 first aid kit with O2				
5 first aid kit with O2				

1 fire extinguisher				
2 fire extinguisher				
3 fire extinguisher				
4 fire extinguisher				
5 fire extinguisher				
1 finger print kit				
2 finger print kit				
3 finger print kit				
4 finger print kit				
5 finger print kit				
1 stop stick				
2 stop stick				
3 stop stick				
4 stop stick				
5 stop stick				
1 AED				
2 AED				
3 AED				
4 AED				
5 AED				
1 digital voice recorder				
2 digital voice recorder				
3 digital voice recorder				
4 digital voice recorder				
5 digital voice recorder				
1 binoculars				
2 binoculars				
3 binoculars				
4 binoculars				
5 binoculars				

- 1
- 2 For each piece of equipment a depreciation schedule shall be maintained identifying the item,
- 3 the useful life, the vendor, the manufacture, the model, the acquisition date, the initial cost, and
- 4 salvage value if any at the end of the useful life.

APPENDIX C

Services to be Provided

- 1
- 2
- 3
- 4
- 5
- 6 • Twenty-four hour per day/365 day per year patrol by at least one Sheriff's Deputy and
- 7 patrol car.
- 8 • Funeral escorts
- 9 • Parade escorts
- 10 • National Night Out event
- 11 • Neighborhood Watch Program
- 12 • Liaison to attend weekly department head meetings.
- 13 • Liaison to attend city council meetings when requested.
- 14 • School liaison (if requested by school) (may be a service provided directly by the
- 15 county).
- 16 • D.A.R.E. or other drug education/prevention programs (if requested by school) (may be a
- 17 service provided directly by the county).
- 18 • Participate in a variety of community activities where practicable.
- 19 • City employment background checks
- 20 • Tobacco/alcohol compliance checks
- 21 • Delivery of meeting agenda packets
- 22 • Business visits in the downtown and highway 65 areas.
- 23 • Foot patrols in the downtown area.

1 **CONTRACT FOR LAW ENFORCEMENT SERVICES**

2
3 THIS AGREEMENT, originally made and entered into effective the 9th day of December 2009,
4 and subsequently revised on _____, by and between the County of Kanabec, a governmental
5 entity of the State of Minnesota (hereinafter referred to as the “County”), the City of Mora, a
6 municipal corporation existing under and by virtue of the laws of the State of Minnesota
7 (hereinafter referred to as the “City”), and the Kanabec County Sheriff’s Office (hereinafter
8 referred to as the “Sheriff”). This revised agreement supersedes any and all previous versions
9 upon full execution.

10
11 WITNESSETH:

12
13 WHEREAS, the County, through the Office of the Kanabec County Sheriff, currently maintains
14 a sheriff’s office in accordance with Minnesota Statutes, Chapter 387 to specifically exercise the
15 powers and duties specified in Minnesota Statutes, § 387.03, and;
16

17 WHEREAS, the City formally maintained a police department in accordance with Minnesota
18 Statutes, § 412.221 and Chapter 41 of the City Code, and
19

20 WHEREAS, the City as abolished their police department and repealed the ordinance so creating
21 same; and
22

23 WHEREAS, the City, the County, and the Sheriff have determined that overall quality, quantity
24 and scope of law enforcement services to all parties could be enhanced, extended and improved
25 by the City contracting with the County to provide police protection within the corporate limits
26 of the City;
27

28 WHEREAS, the City, the County, and the Sheriff are desirous of entering into an agreement
29 whereby the County, through the Sheriff, shall provide law enforcement services to the City,
30 improve the quality and quantity of law enforcement services, and provide for a more efficient
31 expenditure of the available revenues of the respective parties, and,
32

33 WHEREAS, the Sheriff of Kanabec County has consented to the terms of this Agreement, and,
34

35 WHEREAS, Minnesota Statutes, § 471.59 (8) authorizes the City and the County to enter into an
36 agreement whereby the County will perform on behalf of the City any service or function which
37 the City would be authorized to provide, including law enforcement services, and,
38

39 WHEREAS, Minnesota Statutes, § 436.05 permits the Sheriff of any county to contract with any
40 city for the purposes of providing police service, subject to contractual approval by the Board of
41 Commissioners of the County and the City Council of the City.
42

43 NOW THEREFORE, pursuant to the terms and conditions as hereinafter set forth, it is agreed by
44 and between the parties as follows:
45

- 1 1. PURPOSE. The purpose of this Agreement is to increase efficiencies, more effectively
2 manage available resources, expand the scope of law enforcement services, conserve
3 funds through cooperation and sharing of resources, and to more fully and efficiently
4 utilize the expertise of law enforcement personnel.
5
- 6 2. SHERIFF'S DUTIES. The Sheriff shall continue to exercise any and all duties imposed
7 upon that office by law and this Agreement shall not in any manner limit, restrict or be
8 deemed to relieve said office of any such duties imposed by law.
9
- 10 3. STAFF.
11
- 12 a. The County shall provide an assign such personnel as the Sheriff deems necessary
13 to carry out the provisions of this Agreement. From the effective date, said
14 individuals shall in all respects be County employees and shall be subject to all
15 County administrative policies, rules, personnel plans, regulations, and pay plans,
16 including all employee benefits. The County shall be responsible for the
17 enforcement of all its employment policies and shall be responsible for insuring
18 compliance with all such policies, collective bargaining agreements, regulations,
19 and rules including discipline and discharge. The County shall assume
20 responsibility for the payment of salaries, wages, or other compensation to said
21 employees pursuant to this Agreement. The County, through the Sheriff of
22 Kanabec County, shall have final authority for the direction and control of said
23 employees.
24
- 25 b. The County, through the Sheriff's Office, shall have the sole authority to manage
26 the personnel serving in law enforcement so that the size of the department
27 properly reflects the needs of the County and the provisions of this Agreement.
28
- 29 c. The Sheriff shall assign one of his/her personnel to act as the liaison between the
30 Sheriff's Office and the City.
31
- 32 d. If, in the judgement of the City and/or the Sheriff, it is deemed necessary to add
33 additional temporary law enforcement personnel for special events sponsored by
34 the City, such personnel shall be provided by and supervised by the Sheriff along
35 with the Sheriffs employees providing services under the terms of this Agreement.
36 The City agrees to reimburse the Sheriff for the cost of said additional personnel
37 used at said events at the hourly rate set forth in this Agreement.
38
- 39 4. HOLD HARMLESS. The City shall not be liable for compensation or indemnity to any
40 County employee for injury or sickness arising out of the scope of employment and the
41 County agrees to indemnify and hold harmless the City against any such claims.
42 Notwithstanding this provision, neither party shall assume any liability for the intentional
43 or negligent acts of the other party's employees and in the event that any claim is made
44 against either party, its officers or employees for such intentional or negligent acts, that
45 party shall hold the other harmless and shall defend the other against any claims for
46 damages resulting therefrom.

1
2 5. NON-WAIVER OF IMMUNITY. Any provision for indemnification shall not inure to
3 the benefit of any third party. Further, neither the County nor the City, by and through
4 the terms of the Agreement, intends to waive any immunity that they may be accorded by
5 law.

6
7 6. BUDGET.

8
9 a. The Sheriff shall annually prepare and submit to the City Administrator a budget
10 no later than June 1st of each year for the subsequent year. Said budget shall
11 include a five-year capital improvement plan. Such budget shall set forth the
12 requested funding from the City for law enforcement services under this
13 Agreement.

14
15 b. The City Council shall approve a budget for law enforcement services and submit
16 it to the Sheriff no later than August 1. Said budget shall set aside funds for
17 payments under this Agreement, anticipated additional services, and capital
18 improvements.

19
20 c. For the cost of services above and beyond the scope of this Agreement that result
21 in overtime expenses the Sheriff may request reimbursement from the City and
22 the City shall reimburse the Sheriff the cost of said services. The Sheriff shall
23 inform the City in advance, where possible, of the nature and proposed cost of the
24 additional services. Additional service costs are detailed in Appendix A.

25
26 ~~The overtime costs for employee services shall be as follows:~~

27
28 ~~i. 2010 – \$47.00 per hour~~

29
30 ~~ii. 2011 – \$49.00 per hour~~

31
32 ~~iii. In subsequent years – as agreed to in writing as an amendment to this~~
33 ~~Agreement.~~

34
35 7. CAPITAL IMPROVEMENT PLAN. The Sheriff shall develop and submit to the City
36 for adoption a plan for capital improvements for law enforcement purposes. The budget
37 may provide for the creation of reserve funds for such capital improvements. Said
38 reserve funds shall be maintained by the City.

39
40 8. FUNDING.

41
42 a. The City agrees to pay, in arrears to the County the budgeted amount for law
43 enforcement services in equal monthly installments as shown in Appendix A –
44 Approved Budget. The County shall prepare a monthly invoice showing the
45 amount due and any additional charges or credits for the prior billing period. City
46 may not unilaterally decrease its level of funding from the amount budgeted upon

1 for any subsequent year, nor may the County unilaterally increase the amount
2 budgeted for any subsequent year.

3
4 b. Except as otherwise mentioned in this Agreement, all revenues received by the
5 County, not expended as designated, attributable to the activities and operations
6 of the Sheriff's Deputies assigned to the City or occurring in the City shall be paid
7 to the City or credited to the City's account. These revenues shall include, but not
8 be limited to:

9
10 i. Police Training Reimbursement;

11
12 ii. Alcohol, Tobacco & Other Drug (compliance) Grants

13
14 iii. Police PERA Aide

15
16 iv. Should the Sheriff receive reimbursement for the cost of additional
17 services from sources other than the City, the City's share of the
18 reimbursement to the Sheriff shall be reduced by the same amount
19 received from other sources.

20
21 c. All fines and revenue from forfeitures collected by the courts, the County, or the
22 City for violations occurring in the City shall be disbursed according to Minnesota
23 Statutes.

24
25 d. The following revenues generated by the County shall remain within the County:

26
27 i. Animal and vehicle impoundment fees, if the county pays for the cost of
28 impoundment.

29
30 ii. Fees for reports, background checks, handgun permits, and other
31 administrative charges.

32
33 iii. Reimbursement of expenses from other agencies for law enforcements
34 services attributable to the activities and operations of the Sheriff's
35 Deputies assigned to the City or occurring in the City not covered by
36 payments from the City.

37
38 9. PERSONNEL, EQUIPMENT, FACILITIES & SUPPLIES.

39
40 a. Except as specified in paragraphs b and c below, the County shall furnish and
41 supply all supervision, personal gear, uniforms, communication facilities,
42 dispatching services, necessary office space, supplies, and personnel to render the
43 law enforcement services required under this Agreement. Except as otherwise
44 provided herein, the County shall retain ownership of all such materials acquired
45 for the purpose of complying with this Agreement.

46

- 1 b. The cost of all vehicles and necessary accessory equipment in the vehicles
2 (hereinafter referred to as “Equipment”) required to provide law enforcement
3 services in the City shall be over and above the cost of providing service under
4 this Agreement. An inventory of necessary Equipment provided shall be found in
5 Appendix B – Equipment Schedule. Equipment shall be used by the Sheriff
6 subject to the following stipulations:
7
8 i. The City shall transfer to the County ownership of all Equipment currently
9 owned by the City at no cost to the County. Prior to the effective date of
10 this Agreement the Sheriff shall initially inspect the City owned
11 Equipment and accept or reject them for use by the Sheriff. Equipment
12 rejected shall be returned to the City. Equipment accepted by the Sheriff
13 shall be entered on the equipment schedule at no value and with an
14 estimated useful life as mutually agreed upon.
15
16 ii. Equipment to supplement the Equipment provided initially by the City
17 shall be provided by the County. The County shall initially purchase said
18 Equipment and charge the city monthly for the use of said equipment
19 based on the cost of said Equipment and its estimated useful life. This
20 cost shall be over and above the monthly compensation identified in
21 Section 8.a. above. The number and types of Equipment shall not exceed
22 that identified on Appendix B – Equipment Schedule.
23
24 iii. Vehicles used to provide services under this Agreement shall be marked in
25 a manner approved by all parties.
26
27 iv. The City and the County agree to discuss leasing and purchase options the
28 Annual Review of Contract and Budget.
29
30 c. Other equipment owned by the City, not included above and to be used for the
31 purpose of carrying out the terms of this Agreement, may be transferred to the
32 Sheriff’s Office at no cost to the County.
33
34 d. Other equipment owned by the City, not included above, may be transferred to the
35 Sheriff’s Office upon agreement of mutually acceptable terms.
36

37 10. DISTRUBUTION OF EQUIPMENT.
38

- 39 a. When the Sheriff finds it necessary to dispose of Equipment acquired under
40 Section 9.b.i., for whatever reason, the property may be sold after receiving
41 concurrence of the City. The net revenues from said sale or disposition shall be
42 initially deposited with the County and then disbursed to the City within 45 days.
43
44 b. Upon termination of this Agreement, any Equipment acquired under Section 9.b.
45 and 9.c. shall be offered to the City at a cost equal to the remaining value of said
46 Equipment. If termination is initiated by the City the City shall be obligated to

1 pay the County for said Equipment. If termination is initiation by the County the
2 City may purchase any items of said Equipment at its discretion, but is not
3 obligated to do so.
4

5 11. SERVICES PROVIDED. County agrees, through the Sheriff, to provide police
6 protection within the corporate limits of the City to the extent and in the manner
7 hereinafter set forth, and to the extent required by law, by adopting this agreement, the
8 City hereby authorizes the Sheriff to provide these services specified herein within the
9 corporate limits of the City.
10

- 11 a. The services to be provided shall include those duties and functions of the type
12 customarily rendered by the Sheriff pursuant to Minnesota Statutes and rendered
13 by the Sheriff in the unincorporated area of the County.
14
- 15 b. City ordinances shall be enforced by the Sheriff.
16
- 17 c. Other services will be provided by the Sheriff, as set forth in Appendix C –
18 Services to be Provided.
19

20 12. REPORTS. The Sheriff shall prepare and submit to the City Administrator no later than
21 the second Thursday of each month a report detailing the law enforcement activities in
22 the City for the prior month.
23

24 13. DATA PRACTICES. The Sheriff shall be the Data Practices agent for any requests
25 involving action undertaken by the Sheriff's employees under this Agreement.
26

27 14. COMPLAINTS. The City shall forward any and all complaints regarding law
28 enforcement services in the City to the Sheriff. The Sheriff shall investigate any
29 complaints, whether referred by the City or not, according to the policies of the Sheriff.
30 Upon resolution the Sheriff shall forward a summary report of the complaint,
31 investigation, and summary action to the City Administrator.
32

33 15. TERM.
34

- 35 a. The initial term of this Agreement shall run until 11:59p.m., December 31, 2011.
36 It shall continue thereafter, from year to year, unless specifically terminated by
37 either of the parties to this Agreement.
38
- 39 b. This agreement shall commence after all parties have duly approved and signed
40 this Agreement and the City has notified the county of a commencement date for
41 the agreement.
42
- 43 c. At the commencement of this Agreement it is understood that the Sheriff may not
44 be able to provide all services immediately. During this ramp-up period the
45 monthly fee shall be adjusted to reflect the amount of service received. Said

1 ramp-up period shall be no longer than two months from the commencement of
2 this Agreement.
3

- 4 d. If, for any reason, after the ramp-up period the Sheriff is unable to provide all of
5 the services provided for under this Agreement the monthly fee shall be adjusted
6 to reflect the amount of service received.
7

8 16. TERMINATION.
9

- 10 a. This Agreement may be terminated after the initial term, with or without cause,
11 upon either party giving written notice to the other party of its desire to terminate
12 prior to August 1 of any year of this Agreement or of any extension thereof. Any
13 such notice of termination shall be effective on December 31 of the same year of
14 the giving of said notice.
15
16 b. After termination the County shall pay to the City, as received, any revenues
17 described in Section 8.b. above.
18
19 c. In case of termination of this Agreement by the City, the City shall reimburse the
20 County the cost of unemployment expenses incurred resulting from the layoff of
21 Sheriffs staff formerly providing services under this agreement. The City shall
22 only be obligated to pay for costs incurred within one year of the termination date
23 of the agreement.
24

25 17. APPLICABLE LAWS. This Agreement shall be interpreted under and in accordance
26 with the law of the State of Minnesota.
27

28 18. SEVERABILITY. If it should appear that any of the terms hereof are in conflict with
29 any rule or law or statutory provision of the State of Minnesota or are otherwise declared
30 null and void by any Court of competent jurisdiction, then such terms shall be deemed
31 inoperative and null and void without invalidating or otherwise affecting the remaining
32 provisions of this Agreement.
33

34 19. AMENDMENTS. Any amendments, deletions, or waivers of the provisions of this
35 Agreement shall be valid only when reduced to writing and signed by the parties.
36

37 20. ENTIRE AGREEMENT. This Agreement shall constitute the entire agreement of the
38 parties and shall supersede all oral agreements and negotiations between the parties
39 relating to the subject matter herein.
40

41 21. NON-DISCRIMINATION. The parties are committed to the policy that all persons shall
42 have equal access to its programs, facilities, and employment without regard to race,
43 disability, color, creed, religion, national origin, sex, gender, age, and marital status,
44 status with regard to public assistance, familial status, or sexual orientation.
45

1 22. OVERSIGHT. ANNUAL REVIEW OF CONTRACT AND BUDGET. All parties to
2 this Agreement agree to the necessity of continual communications between all of the
3 parties and therefore jointly establish a ~~n oversight~~ committee to ensure proper
4 administration of this Agreement. The committee shall consist of one county
5 commissioner, one city council member, the sheriff or designee, and ~~two members of the~~
6 ~~public, one appointed by the city council, and one appointed by the county commission~~
7 ~~the City Administrator~~. Said committee shall meet ~~semi-~~ annually in April ~~January and~~
8 ~~July~~ and at other times as called by any of the committee members.
9

10 23. DISPUTES AND REMEDIES.

- 11
- 12 a. Negotiation. When a disagreement over interpretation of any provision of this
13 Agreement shall arise, all parties will direct staff members as they deem
14 appropriate to meet at least one (1) time at a mutually convenient time and place
15 to attempt to resolve the dispute through negotiation.
16
- 17 b. Mediation. When the parties to this Agreement are unable to resolve disputes,
18 claims or counterclaims, or are unable to agree upon an interpretation of any
19 provision of this Agreement through negotiation, either party may request
20 mediation of the issue by a neutral third party knowledgeable in the law and in the
21 settlement of disputes. The party requesting negotiation shall pay the costs of
22 mediation except the other parties' legal expenses.
23
- 24 c. Arbitration. When the parties to this Agreement are unable to resolve disputes,
25 claims, or counterclaims, or are unable to agree upon an interpretation of any
26 provision of this Agreement through negotiation or mediation, the parties may
27 mutually agree in writing to seek relief by submitting their respective grievances
28 to binding arbitration. All parties shall equally share arbitration costs except other
29 parties' legal expenses.
30
- 31 d. Adjudication. When the parties to this Agreement are unable to resolve disputes,
32 claims or counterclaims, are unable to negotiate an interpretation of any provision
33 of this Agreement or are unable to agree to submit their respective grievances to
34 mediation or arbitration, either party may seek relief through initiation of an
35 action in a court of competent jurisdiction.
36

37 IN WITNESS WHEREOF, The parties have hereunto set their hand on the dates below written.
38

39
40 Dated: _____

COUNTY OF KANABEC

41
42 By _____
43 Its Chairperson

44
45 ATTEST:
46

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By _____
Its Coordinator

Dated: _____

CITY OF MORA

By _____
Its Mayor

ATTEST:

By _____
Its Clerk

Dated: _____

KANABEC COUNTY SHERIFF

By _____
Sheriff

ATTEST:

By _____
Chief Deputy Sheriff

APPROVED AS TO FORM AND EXECUTION

County Attorney

City Attorney

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APPENDIX A
Approved Budget

[TO BE INSERTED AT A LATER DATE]

Law Enforcement Services Contract

Sergeant	1 @ \$82,000	\$ 82,000	
Deputies	4 @ \$73,000	\$ 292,000	
Law Enforcement Assistant	1 @ \$49,000	\$ 49,000	
Part Time Deputy		\$ 14,000	
Capital Equipment (+\$41,000)			
Vehicle Repairs		\$ 10,000	
Gas, Oil & Misc.		\$ 24,000	
Training, Small Equipment, Repairs, & Office Supplies		\$ 10,500	
Cell Phones		\$ 2,400	was 2,300
Auto Insurance		\$ 2,500	added
	Total	\$ 486,400	
Administration Charge 5%		\$ 24,320	
	Total	\$ 510,720	
Office set up and misc. one-time expense		\$ 40,000	
2010	5% Grand Total	\$ 536,256	
2011	5% Grand Total	\$ 563,068	
July 2009	-50%	\$255,360	Grand Total \$ 295,360

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Hourly Rate

The annual amount is based on the multiplication of the deputy’s hourly rate, hours per day, and days per year. The 2009 hourly rate for the one deputy is \$46.00 per hour, 2010 is \$47.00, and 2011 is \$49.00. The hours that a deputy is in the City to answer complaints, enforce City ordinances and/or state Laws, and patrol, shall be assigned to by the Sheriff or this designee.

Additional Personnel. If in the judgement of the City and/or the Sheriff it is necessary to add additional temporary law enforcement personnel for special events sponsored by the City, such personnel shall be hired by the Sheriff and supervised as by the Sheriff along with the Sheriff’s employees performing services under the terms of this Agreement. The City agrees to reimburse the Sheriff for the additional personnel used at special events at the hourly rate.

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APPENDIX B

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5 first aid kit with O2				
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2 fire extinguisher				
3 fire extinguisher				
4 fire extinguisher				
5 fire extinguisher				
1 finger print kit				
2 finger print kit				
3 finger print kit				
4 finger print kit				
1 stop stick				
2 stop stick				
3 stop stick				
4 stop stick				
5 stop stick				
1 AED				
2 AED				
3 AED				
4 AED				
5 AED				
1 digital voice recorder				
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1 binoculars				
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- 1
- 2 For each piece of equipment a depreciation schedule shall be maintained identifying the item, the
- 3 useful life, the vendor, the manufacture, the model, the acquisition date, the initial cost, and
- 4 salvage vale if any at the end of the useful life.

1 APPENDIX C

2
3 Services to be Provided

- 4
5
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 - 7 patrol car.
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 - 11 • Neighborhood Watch Program
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 - 13 • Liaison to attend city council meetings when requested if available.
 - 14 • *School liaison (if requested by school) (may be a services provided directly by the
 - 15 county)
 - 16 • *D.A.R.E. or other drug education/prevention programs (if requested by school) (may be
 - 17 a service provided directly by the county).
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 - 20 • Tobacco/alcohol compliance checks
 - 21 • Delivery of meeting agenda packets
 - 22 • Business visits in the downtown and highway 65 areas.
 - 23 • Food patrols in the downtown area.

*Subject to annual negotiation during the Annual Review of Contract and Budget. Services may not be provided or may be provided on a limited scale due to budget limitations.

Pursuant to due call and notice thereof Mayor Alan Skramstad called to order the work session of the Mora City Council at 4:30 p.m. on Tuesday, October 18, 2022 in the City Hall council chambers.

2. Roll Call: Present: Mayor Skramstad, Councilmembers Anderson, Broekemeier, Mathison and Shepard

Absent: None

Staff Present: City Administrator Glenn Anderson, Administrative Services Director Natasha Segelstrom, Public Works Director Joe Kohlgraf

3. Special Business:

- a. Contracted Law Enforcement Services with Kanabec County Sheriff's Office: The City Council reviewed the 2009 Contract for Law Enforcement Services between the City of Mora and Kanabec County Sheriff's Office.

Kanabec County Coordinator Kris McNalley, Kanabec County Sheriff's Office Sgt. Dylan VanGorden and Kanabec County Commissioner Allison Holland were in attendance. During discussion, the following items were specifically noted for further review and/or updates:

Page 2, line 43; recommended June 1

Page 3, lines 10, 11, and 12; recommended referring to Appendix A

Page 3, lines 39, 40, and 41; reviewed and report findings

Page 4, lines 1 and 2; explained further by KCSO

Page 4, lines 22 – 35; discussion ensued regarding the change in process for ownership and financial responsibility to provide equipment. Discussed alternative process and report what the financial impact would have to the budget.

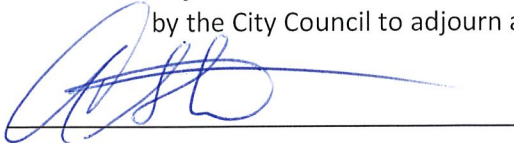
Page 5, lines 23-25; questioned the report process. City and KCSO acknowledged active roles and current participation with the monthly report.

Page 6, lines 34-40; recommended the oversight committee be established between all parties for proper administration of the agreement. Recommend changing the use of oversight and reference Annual Contract Review; meet annually in April and committee to consist of city administrator, city council member, county commissioner and Kanabec County Sheriff's office.

Appendix C, Amend Services to be Provided; recommended Services If Available. Discussion on D.A.R.E. program and School Liaison and city's obligation.

After further discussion, the City Council directed city administrator to meet with the county coordinator and prepare revisions for the 2024 contract.

- 4. Adjournment:** MOTION made by Shepard, seconded by Mathison, and unanimously carried by the City Council to adjourn at 5:40 p.m.



Mayor



City Clerk



MEMORANDUM

Date: December 20, 2022
To: Mayor and City Council
From: Glenn Anderson, City Administrator
RE: Legal Prosecution Services Agreement

BACKGROUND INFORMATION

Traditionally the City of Mora has utilized the Kanabec County Attorney's Office for criminal prosecution services. Attached for review and approval is the retainer agreement for the period of January 1, 2023 through December 31, 2024 in the amount of \$58,000 for the duration of the agreement.

RECOMMENDATIONS

Motion to approve the Kanabec County Prosecution Services Agreement for the period of January 1, 2023 through December 31, 2024.

Attachments

Kanabec County Prosecution Services Agreement

**RETAINER AGREEMENT FOR CRIMINAL PROSECUTION SERVICES
BETWEEN THE CITY OF MORA AND THE COUNTY OF KANABEC
FOR THE PERIOD OF JANUARY 1, 2023 THROUGH DECEMBER 31, 2024**

WHEREAS, the City of Mora desires to retain the County of Kanabec to provide professional prosecution services through the Kanabec County Attorney's Office; and

WHEREAS, the County of Kanabec agrees to provide the services of the Kanabec County Attorney's Office to provide such prosecution services on behalf of the City of Mora; and

WHEREAS, the City of Mora and the County of Kanabec County deem it mutually advantageous to set forth the details of their relationship in writing;

NOW, THEREFORE, the City of Mora and the County of Kanabec hereto agree that the following shall constitute a retainer agreement for prosecution services:

SERVICES PROVIDED. The County of Kanabec shall provide all prosecution services through the Kanabec County Attorney's Office for the City of Mora, including services to victims of crime as provided in Minnesota Statute Chapter 611A.

Criminal Prosecution services include, but are not limited to, all petty misdemeanors and misdemeanor offenses committed within the corporate limits of the City. Principal duties include:

1. Provide advice, consultation, and training where required to the City, its departments and staff in the interpretation, investigation, and enforcement of statutes and ordinances, in connection with prosecution of criminal cases.
2. Prepare criminal complaints where facts warrant.
3. Evaluate all cases where a plea of not guilty is entered.
 - A. Prosecute if warranted.
 - B. Prepare pre-trial motions or notices if required.
 - C. Seek additional investigations if required.
 - D. Negotiate resolutions by plea where advisable.
4. Represent the City in all pre-trial proceedings.
5. Perform legal research and prepare legal briefs where required and advisable.
6. Try all Court and Jury cases.
7. Examine and evaluate all Appeals to Appellate Courts; refer to the Office of the Minnesota Attorney General as necessary.
8. In conjunction with the Office of the Minnesota Attorney General try all appeals in Appellate Courts where warranted.

9. Prepare and submit to the City Administrator an annual report providing the number of citations and complaints prosecuted under this contract in the previous year.

TERM OF AGREEMENT.

The retainer agreement shall remain in effect from January 1, 2023 through midnight December 31, 2024.

COMPENSATION FOR SERVICES.

The City of Mora shall pay the County of Kanabec in equal monthly installments for prosecution services as follows: For the period of January 1, 2023 through December 31, 2024: \$58,000.00.

CITY OF MORA

Dated: _____

By: _____
Alan Skramstad, Mayor

Dated: _____

By: _____
Glenn Anderson, City Administrator

COUNTY OF KANABEC

Dated: _____

By: _____
Chairperson

Dated: _____

By: _____
Kris McNally, County Coordinator

APPROVED AS TO FORM AND EXECUTION:

Dated: _____

By: _____
Barbara McFadden
Kanabec County Attorney

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

File #	Court#	Report #	Stage	Final Code / Date	Next Date	Status
033-0066730	33-JV-22-16	21012081	PRETRIAL		01-25-2023	OPEN
Defendant : <u>Wills, Jacob Anderson</u> Charges : F 609.3451.1 02-16-2022 Criminal Sex Cond-5th Degree-Nonconsensual Sexual Contact Assigned : Steven Cundy Defense Atty Ethan Allen Judge More Staff : LA - TFRIEL; VWCO - CTERHAAR						
033-0066731	33-VB-22-7	21007761	CLOSED			CLOSED
Defendant : <u>Lindberg, Colby James</u> Charges : M 340A.503.1(a)(2) 08-19-2021 Liquor-Consumption by persons under 21 DISMISS 11-15-2022 Assigned : Daniel Shub Defense Atty Neil Fagerstrom Judge More Staff : LA - SAXT						
033-0066739	33-CR-22-16	22000207	CLOSED			PROBATION
Defendant : <u>Tipp, Troy John</u> Charges : M 609.72.1(3) 01-08-2022 Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene CONV 07-05-2022 Assigned : Steven Cundy Defense Atty Neil Fagerstrom Judge More Staff : LA - KGOTVALD; VWCO - CTERHAAR						
033-0066741	33-CR-22-15	21012517	CLOSED			CLOSED
Defendant : <u>Donaldson, William Lee</u> Charges : M 609.72.1(3) 12-29-2021 Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene DISMISS 06-21-2022 Assigned : Robb Hunter Defense Atty Neil Fagerstrom Judge More Staff : LA - TFRIEL; VWCO - CTERHAAR						
033-0066742	33-CR-22-14	22000026	JURYTR		02-09-2023	OPEN
Defendant : <u>Fridstrom, Alan John</u> Charges : M 609.2242.1(1) 01-02-2022 Domestic Assault-Misdemeanor-Commits Act to Cause Fear of Immediate Bodily Harm or Death Assigned : Robb Hunter Defense Atty Neil Fagerstrom Judge More Staff : LA - TFRIEL; VWCO - CTERHAAR						
033-0066753	33-CR-22-17	22000418	CLOSED	DISMISS 2022	04-15-	CLOSED
Defendant : <u>Feigum, Derick James</u> Charges : M 609.224.1(2) 01-15-2022 Assault-5th Deg-Inflict or Attempt Bodily Harm DISMISS 04-15-2022 Assigned : Robb Hunter Defense Atty Neil Fagerstrom Judge More Staff : LA - TFRIEL; VWCO - CTERHAAR						
033-0066768		22000585	CLOSED	CONFLICT 2022	02-02-	CLOSED
Defendant : <u>Haglund, Chevy Joe</u>						

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Charges :	M 609.2242.1(1)	02-02-2022	Domestic Assault-Misdemeanor-Commits Act to Cause Fear of Immediate Bodily Harm or Death	CONFLICT	02-02-2022
Assigned :	CONFATTY J		Defense Atty	Judge	
More Staff :	LA - SAXT; VWCO - CTERHAAR				
<u>033-0066776</u>	33-CR-22-28	22000820	CLOSED		PROBATION
Defendant :	<u>Blazejak, Bryce Keanu</u>				
Charges :	G 609.50.1(2)	01-29-2022	Obstruct Legal Process-Interfere w/Peace Officer	CONV	10-17-2022
	M 609.605.1(b)(8)	01-29-2022	Trespass-Return to Property Within One Year	DISMISS	10-17-2022
	M 609.72.1(3)	01-29-2022	Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene	DISMISS	10-17-2022
Assigned :	Robb Hunter		Defense Atty	Neil Fagerstrom	Judge
More Staff :	LA - TFRIEL				
<u>033-0066785</u>	33-JV-22-12	22000366	CLOSED	03-01-2023	PROBATION
Defendant :	<u>Budke, William Ives</u>				
Charges :	M 609.224.1(2)	01-13-2022	Assault-5th Deg-Inflict or Attempt Bodily Harm	CNTNADJ	09-09-2022
	M 609.224.1(2)	01-13-2022	Assault-5th Deg-Inflict or Attempt Bodily Harm		
Assigned :	Robb Hunter		Defense Atty	Neil Fagerstrom	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
<u>033-0066790</u>	33-CR-22-29	22000281	JURYTR	12-22-2022	OPEN
Defendant :	<u>Plombon, Jeremy Joseph</u>				
Charges :	M 609.487.6	01-11-2022	Fleeing a Peace Officer By a Means Other Than a Motor Vehicle		
Assigned :	Steven Cundy		Defense Atty	Drake Metzger	Judge
More Staff :	LA - KGOTVALD,SAXT				
<u>033-0066792</u>	33-CR-22-26	22000481	CLOSED	TRCNFLCT 2022	03-15-2022
Defendant :	<u>Richardson, Ryan</u>				
Charges :	M 609.72.1(1)	01-17-2022	Disorderly Conduct - Brawling or Fighting	DISMISS	05-03-2022
	M 609.224.1(2)	01-17-2022	Assault-5th Deg-Inflict or Attempt Bodily Harm	CONV	05-03-2022
Assigned :	CONFATTY J		Defense Atty		Judge
More Staff :	LA - KGOTVALD; VWCO - CTERHAAR				
<u>033-0066798</u>	33-VB-21-573	21009351	PRETRIAL	02-23-2023	OPEN
Defendant :	<u>Kulyas, Cody Christopher</u>				
Charges :	M 171.24.2	09-29-2021	Traffic-Drivers License-Driving After Revocation		
Assigned :	Daniel Shub		Defense Atty	Neil Fagerstrom	Judge
More Staff :					
<u>033-0066812</u>		22001005	DECLINED		CLOSED
Defendant :	<u>Hansen, Keenan Alan</u>				
Charges :					

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - SAXT; VWCO - CTERHAAR		
<u>033-0066832</u>	33-JV-22-10 22001319	ARRGN	OPEN
Defendant :	<u>Barnes, Sadie Elizabeth</u>		
Charges :	M 609.686.1 03-09-2022	False Fire Alarms/Tamper w/Fire Alarm System	
Assigned :	Robb Hunter	Defense Atty	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR		
<u>033-0066833</u>	33-CR-22-48 22001647	CLOSED	PROBATION
Defendant :	<u>Franklin, Jamey Ronald</u>		
Charges :	M 609.72.1(3) 02-27-2022	Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene	ADJWH 10-18-2022
	M 609.2242.1(2) 02-27-2022	Domestic Assault-Misdemeanor-Intentionally Inflicts/Attempts to Inflict Bodily Harm on Another	DISMISS 10-18-2022
Assigned :	Robb Hunter	Defense Atty Tyler Bliss	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR		
<u>033-0066836</u>	33-CR-22-85 22001450	CLOSED	01-10-2023 PROBATION
Defendant :	<u>McCallum, Natasha Ann</u>		
Charges :	M 169A.20.1(1) 02-20-2022	(MS) Traffic - 4th Degree DWI - Operate Motor Vehicle Under Influence of Alcohol	CONV 09-06-2022
Assigned :	Daniel Shub	Defense Atty Neil Fagerstrom	Judge
More Staff :	LA - SAXT		
<u>033-0066839</u>	33-CR-22-50 22001685	CLOSED	CLOSED
Defendant :	<u>Mains, Dominick (NMN)</u>		
Charges :	F 609.52.2(a)(1) 02-18-2022	Theft-Take/Use/Transfer Movable Prop-No Consent	ACQ 08-17-2022
Assigned :	Daniel Shub	Defense Atty Drake Metzger	Judge
More Staff :	LA - SAXT; VWCO - CTERHAAR		
<u>033-0066844</u>	33-CR-22-49 22001712	JURYTR	OPEN
Defendant :	<u>Strelow, Kalena Dawn</u>		
Charges :	M 90.05.A 03-01-2022	Dog Nuisance-Bark/Run Loose/Chase	
Assigned :	Steven Cundy	Defense Atty Neil Fagerstrom	Judge
More Staff :	LA - KGOTVALD		
<u>033-0066847</u>	33-CR-22-45 22001240	JURYTR	12-19-2022 OPEN
Defendant :	<u>Vreeland, Tyler Lee</u>		
Charges :	M 609.52.2(a)(1) 02-13-2022	Theft-Take/Use/Transfer Movable Prop-No Consent	
Assigned :	Steven Cundy	Defense Atty Neil Fagerstrom	Judge
More Staff :	LA - KGOTVALD; VWCO - CTERHAAR		
<u>033-0066849</u>	33-CR-22-52 22001863	CLOSED	DISMISS 05-31-2022 CLOSED
Defendant :	<u>Blazejak, Bryce Keanu</u>		

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Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Charges :	M 609.52.2(a)(1)	03-06-2022	Theft-Take/Use/Transfer Movable Prop-No Consent	DISMISS	05-31-2022
Assigned :	Robb Hunter		Defense Atty	Neil Fagerstrom	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
033-0066855	33-JV-22-13	22001396	PRETRIAL	12-27-2022	OPEN
Defendant :	<u>Rollins, Hunter Steven</u>				
Charges :	M 609.224.1(2)	03-23-2022	Assault-5th Deg-Inflict or Attempt Bodily Harm		
Assigned :	Steven Cundy		Defense Atty	Neil Fagerstrom	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
033-0066857		22001531	CLOSED		OPEN
Defendant :	<u>Ondrey, Allen James</u>				
Charges :					
Assigned :	Daniel Shub		Defense Atty		Judge
More Staff :	LA - TFRIEL				
033-0066858	TOB 1064	22001594	CLOSED		OPEN
Defendant :	<u>Gervais, Brandon Lee</u>				
Charges :					
Assigned :	Robb Hunter		Defense Atty		Judge
More Staff :	LA - TFRIEL				
033-0066861	33-CR-22-76	22000916	CLOSED		PROBATION
Defendant :	<u>Lindberg, Colby James</u>				
Charges :	M 609.595.3	02-01-2022	Damage to Property-4th Deg- Intentional Damage-Other Circumstances	CONV	11-15-2022
Assigned :	Daniel Shub		Defense Atty	Neil Fagerstrom	Judge
More Staff :	LA - SAXT; VWCO - CTERHAAR				
033-0066877		22001566	DECLINED		CLOSED
Defendant :	<u>Cunningham, Richard Lee</u>				
Charges :					
Assigned :	Robb Hunter		Defense Atty		Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
033-0066879	33-CR-22-72	22002304	CLOSED		PROBATION
Defendant :	<u>Hess, Jonathan Glenn</u>				
Charges :	G 629.75.2(c)	03-19-2022	Domestic Abuse No Contact Order - Violate No Contact Order - within 10 years of previous conviction	CONV	07-07-2022
Assigned :	Daniel Shub		Defense Atty	Drake Metzger	Judge
More Staff :	LA - SAXT; VWCO - CTERHAAR				
033-0066883	33-CR-22-69	22001856	CLOSED		CLOSED
Defendant :	<u>Blazejak, Bryce Keanu</u>				
Charges :	M 609.605.1(b)(8)	03-05-2022	Trespass-Return to Property Within One Year	DISMISS	06-17-2022



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Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Assigned :	Robb Hunter	Defense Atty	Neil Fagerstrom	Judge		
More Staff :						
<u>033-0066888</u>	33-VB-22-133	22001713	CLOSED	CONV	05-13-2022	CLOSED
Defendant :	<u>Harrison, Steven Allen</u>					
Charges :	P 169.20.1(a)	03-01-2022	Traffic Regulation - Fail to Yield Right of Way to driver on right - Uncontrolled intersectio		CONV	05-13-2022
Assigned :	Daniel Shub	Defense Atty		Judge		
More Staff :	LA - TFRIEL; VWCO - CTERHAAR					
<u>033-0066889</u>	33-JV-22-20	22001089	CLOSED			CLOSED
Defendant :	<u>Bowman, Steven Anthony</u>					
Charges :	M 609.52.2(a)(1)	08-09-2021	Theft-Take/Use/Transfer Movable Prop-No Consent	ADJDEL		07-06-2022
Assigned :	Robb Hunter	Defense Atty	Neil Fagerstrom	Judge		
More Staff :	LA - TFRIEL; VWCO - CTERHAAR					
<u>033-0066890</u>	33-JV-22-34	22002107	PRETRIAL			OPEN
Defendant :	<u>Oswald, Zoey Christine</u>					
Charges :	P 152.027.4(a)	03-14-2022	Drugs - Possess/Sale Small Amount of Marijuana - No Remuneration			
Assigned :	Daniel Shub	Defense Atty		Judge		
More Staff :	LA - TFRIEL					
<u>033-0066891</u>		22002173	EXPUNGED			OPEN
Defendant :	<u>Barnes, Sadie Elizabeth</u>					
Charges :	P 144.4165	03-23-2022	Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School			
Assigned :	Robb Hunter	Defense Atty		Judge		
More Staff :	LA - TFRIEL					
<u>033-0066898</u>	33-CR-22-87	22002447	HRG		02-09-2023	OPEN
Defendant :	<u>McNamara, Peter Michael</u>					
Charges :	M 609.72.1(1)	03-19-2022	Disorderly Conduct - Brawling or Fighting			
Assigned :	Daniel Shub	Defense Atty	Neil Fagerstrom	Judge		
More Staff :	LA - SAXT; VWCO - CTERHAAR					
<u>033-0066900</u>	33-CR-22-86	22002408	HRG		02-09-2023	OPEN
Defendant :	<u>McNamara, Peter Michael</u>					
Charges :	M 609.72.1(3)	03-23-2022	Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene			
Assigned :	Daniel Shub	Defense Atty	Neil Fagerstrom	Judge		
More Staff :						
<u>033-0066902</u>	33-CR-22-95	22002268	SENT		01-11-2023	OPEN
Defendant :	<u>Kientop, Andrew John</u>					
Charges :	M 609.224.1(1)	03-18-2022	Assault-5th Degree-Fear of Bodily Harm or Death			
	M 609.224.1(2)	03-18-2022	Assault-5th Deg-Inflict or Attempt Bodily Harm			



Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Assigned : Daniel Shub		Defense Atty Neil Fagerstrom		Judge	
More Staff : LA - SAXT; VWCO - CTERHAAR					
<u>033-0066912</u>	33-VB-21-700	21011610	SENT	12-22-2022	OPEN
Defendant : <u>Stromberg, Heather Elizabeth</u>					
Charges : M 171.24.1		12-03-2021	Traffic-Drivers License-Driving After Suspension		
M 169.791.2(a)		12-03-2021	Traffic Regulation - Driver Must Carry Proof of Insurance when Operating Vehicle		
Assigned : Steven Cundy		Defense Atty Drake Metzger		Judge	
More Staff : LA - KGOTVALD					
<u>033-0066913</u>	33-VB-22-197	22002540	CLOSED		CLOSED
Defendant : <u>Jung, Ryan Thomas</u>					
Charges : P 152.027.4(a)		03-26-2022	Drugs - Possess/Sale Small Amount of Marijuana - No Remuneration		04-22-2022
Assigned : Daniel Shub		Defense Atty		Judge	
More Staff : LA - SAXT					
<u>033-0066917</u>	33-CR-22-107	22002865	JURYTR	02-09-2023	OPEN
Defendant : <u>Robinson, Michael Conrad</u>					
Charges : M 609.72.1(3)		04-05-2022	Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene		
Assigned : Steven Cundy		Defense Atty Neil Fagerstrom		Judge	
More Staff : LA - KGOTVALD; VWCO - CTERHAAR					
<u>033-0066919</u>	33-CR-22-79	22002412	JURYTR		OPEN
Defendant : <u>StreLOW, Kalena Dawn</u>					
Charges : M 90.02.A		03-23-2022	Animal at Large-Unleashed		
Assigned : Steven Cundy		Defense Atty Neil Fagerstrom		Judge	
More Staff : LA - KGOTVALD					
<u>033-0066921</u>	33-VB-22-151	22002477	CLOSED		CLOSED
Defendant : <u>Eisenschenk, Mary</u>					
Charges : P 169.14.2(a)		03-24-2022	Traffic - Speeding - Exceed Limit 45/40		04-15-2022
Assigned : Robb Hunter		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0066932</u>	33-CR-22-98	22003022	CLOSED		PROBATION
Defendant : <u>Johnson, Joshua Douglas</u>					
Charges : M 609.52.2(a)(1)		04-11-2022	Theft-Take/Use/Transfer Movable Prop-No Consent		07-19-2022
Assigned : Daniel Shub		Defense Atty Neil Fagerstrom		Judge	
More Staff : LA - SAXT; VWCO - CTERHAAR					
<u>033-0066938</u>	33-CR-22-94	22002974	CLOSED		CLOSED
Defendant : <u>Bixler, Lu Jacobson</u>					
Charges : M 90.05.B		04-09-2022	Dog Nuisance-Failure/Owner/Prevent		08-03-2022

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Assigned :	Robb Hunter	Defense Atty	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR		
<u>033-0066944</u>	33-CV-22-99	SETTLED	CLOSED
Defendant :	<u>Kamin, Daniel G. Mora LLC: Tax Appeal (2022): SHOPKO</u>		
Charges :			
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - SAXT		
<u>033-0066946</u>	DIV 1752	22002854	DIVERSION
Defendant :	<u>Barlow, Ryan Jeffery</u>		
Charges :	P 152.027.4(a)	04-07-2022	Drugs - Possess/Sale Small Amount of Marijuana - No Remuneration
Assigned :	Robb Hunter	Defense Atty	Judge
More Staff :	LA - TFRIEL		
<u>033-0066974</u>	33-VB-22-126	22002278	CLOSED
Defendant :	<u>Hollerbach, Bradley Allen</u>		
Charges :	P 71.05	03-19-2022	Restricted Parking During Snow Season
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - SAXT		
<u>033-0066976</u>	33-CR-22-132	22003581	CLOSED
Defendant :	<u>Overby, Koleton Lee</u>		
Charges :	P 169.13.2(a)	04-29-2022	Traffic - Careless Driving - Operate any vehicle carelessly on street or highway
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - SAXT		
<u>033-0066979</u>	33-VB-22-146	22002338	CLOSED
Defendant :	<u>Henke, Tyler Ray</u>		
Charges :	M 169.791.2(a)	03-20-2022	Traffic Regulation - Driver Must Carry Proof of Insurance when Operating Vehicle
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :			
<u>033-0066982</u>		22002953	DECLINED
Defendant :	<u>Dingler, Candace Marlene</u>		
Charges :			
Assigned :	Robb Hunter	Defense Atty	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR		
<u>033-0066988</u>		22003482	DECLINED
Defendant :	<u>Mancia, Jesus Edvarado Mena</u>		
Charges :			
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR		

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

<u>033-0066993</u>	TOB 1072	22003972	OPEN		OPEN
Defendant :	<u>Barlow, Ryan Jeffery</u>				
Charges :	P 144.4165	05-12-2022	Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School		
Assigned :	Robb Hunter		Defense Atty		Judge
More Staff :	LA - TFRIEL				
<u>033-0066995</u>		22003145	DECLINED		REFUSED
Defendant :	<u>Florence, Anthony Michael</u>				
Charges :	G 609.52.2(a)(1)	04-13-2022	Theft-Take/Use/Transfer Movable Prop-No Consent	DECLINE	06-16-2022
Assigned :	Robb Hunter		Defense Atty		Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
<u>033-0066997</u>	33-CR-22-111	22003488	CLOSED		CLOSED
Defendant :	<u>Bixler, Lu Jacobson</u>				
Charges :	M 90.05.B	04-26-2022	Dog Nuisance-Failure/Owner/Prevent	DISMISS	08-03-2022
Assigned :	Robb Hunter		Defense Atty		Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
<u>033-0066998</u>	33-CR-22-112	22003540	CLOSED		PROBATION
Defendant :	<u>Griep, John Michael</u>				
Charges :	M 90.02.A	04-28-2022	Animal at Large-Unleashed	ADJWH	07-19-2022
Assigned :	Robb Hunter		Defense Atty		Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
<u>033-0067002</u>	33-JV-22-26	22002927			OPEN
Defendant :	<u>Dressel, Hailey Ann</u>				
Charges :					
Assigned :	Robb Hunter		Defense Atty		Judge
More Staff :	LA - TFRIEL				
<u>033-0067006</u>		22003591	DECLINED		CLOSED
Defendant :	<u>Miller, Victoria Ann</u>				
Charges :					
Assigned :	Daniel Shub		Defense Atty		Judge
More Staff :	LA - SAXT; VWCO - CTERHAAR				
<u>033-0067014</u>	TOB 1073	22003728	CLOSED	DIVCMPL 2022	06-13- CLOSED
Defendant :	<u>Bray, Kaiden Ezekial Anthony</u>				
Charges :	P 144.4165	05-05-2022	Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School	DIVCMPL	06-13-2022
Assigned :	Robb Hunter		Defense Atty		Judge
More Staff :	LA - TFRIEL				
<u>033-0067016</u>	33-CR-22-135	22003241	CLOSED		PROBATION
Defendant :	<u>Foss, Rhea Patrice</u>				

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Charges :	M 609.52.2(a)(1)	04-18-2022	Theft-Take/Use/Transfer Movable Prop-No Consent	CONV	11-01-2022
Assigned :	Robb Hunter		Defense Atty	Neil Fagerstrom	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
<u>033-0067026</u>	33-CR-22-306	22004269	PRETRIAL		01-10-2023 OPEN
Defendant :	<u>Mitchell, Nicole Marie</u>				
Charges :	M 609.595.3	05-19-2022	Damage to Property-4th Deg-Intentional Damage-Other Circumstances		
Assigned :	Daniel Shub		Defense Atty	Drake Metzger	Judge
More Staff :	LA - SAXT; VWCO - CTERHAAR				
<u>033-0067053</u>	33-CR-22-181	22004277	OMNIBUS		01-24-2023 OPEN
Defendant :	<u>Scofield, Daniel Rueben</u>				
Charges :	M 609.224.1(2)	05-19-2022	Assault-5th Deg-Inflict or Attempt Bodily Harm	CONV	07-06-2022
	M 609.72.1(3)	05-19-2022	Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene	CONV	07-06-2022
Assigned :	CONFATTY J		Defense Atty		Judge
More Staff :	LA - KGOTVALD; VWCO - CTERHAAR				
<u>033-0067061</u>	33-CR-22-198	22005020	COMNIB		01-26-2023 OPEN
Defendant :	<u>Farhat, Kadijah Joanne</u>				
Charges :	G 169A.20.1(1)	06-10-2022	Traffic - DWI - Operate Motor Vehicle Under Influence of Alcohol		
	G 169A.20.1(5)	06-10-2022	Traffic - DWI - Operate Motor Vehicle - Alcohol Concentration 0.08 Within 2 Hours		
Assigned :	Robb Hunter		Defense Atty	John Mack	Judge
More Staff :	LA - TFRIEL				
<u>033-0067066</u>	33-CR-22-169	22003887	ARRGN		OPEN
Defendant :	<u>Wachsmuth, Tricia Lynn</u>				
Charges :	M 609.2242.1(2)	05-09-2022	Domestic Assault-Misdemeanor-Intentionally Inflicts/Attempts to Inflict Bodily Harm on Another		
Assigned :	Steven Cundy		Defense Atty		Judge
More Staff :	LA - KGOTVALD; VWCO - CTERHAAR				
<u>033-0067067</u>	33-CR-22-161	22004442	ARRGN		OPEN
Defendant :	<u>Wachsmuth, Tricia Lynn</u>				
Charges :	M 609.595.3	05-25-2022	Damage to Property-4th Deg-Intentional Damage-Other Circumstances		
Assigned :	Steven Cundy		Defense Atty		Judge
More Staff :	LA - KGOTVALD; VWCO - CTERHAAR				
<u>033-0067069</u>		22004449	DECLINED		CLOSED
Defendant :	<u>Post, Barbara Jo</u>				
Charges :					
Assigned :	Steven Cundy		Defense Atty		Judge

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

More Staff : LA - KGOTVALD; VWCO - CTERHAAR

<u>033-0067073</u>	33-CR-22-157	22004573	CLOSED		PROBATION
Defendant :	<u>Dye, Nicholas Michael</u>				
Charges :	M 609.72.1(3)	05-29-2022	Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/O bscene	CONV	08-23-2022
Assigned :	Robb Hunter		Defense Atty		Judge
More Staff :	LA - TFRIEL				
<u>033-0067074</u>	33-CR-22-158	22004573	CLOSED		PROBATION
Defendant :	<u>McGuire, Clancy Carl</u>				
Charges :	M 609.72.1(1)	05-29-2022	Disorderly Conduct - Brawling or Fighting	CONV	07-15-2022
Assigned :	Daniel Shub		Defense Atty	Scott Anderson	Judge
More Staff :	LA - SAXT				
<u>033-0067075</u>		22004767	DECLINED		CLOSED
Defendant :	<u>Smith, Andrew Eugene</u>				
Charges :					
Assigned :	Steven Cundy		Defense Atty		Judge
More Staff :	LA - KGOTVALD				
<u>033-0067121</u>	33-CR-22-179	22005412	PRETRIAL	01-11-2023	OPEN
Defendant :	<u>Hollatz, Rachael Rene</u>				
Charges :	M 609.224.1	06-22-2022	Assault-5th Degree-Misdemeanor		
Assigned :	Daniel Shub		Defense Atty	Neil Fagerstrom	Judge
More Staff :	LA - SAXT; VWCO - CTERHAAR				
<u>033-0067123</u>		22005651	DECLINED		CLOSED
Defendant :	<u>Post, Barbara Jo</u>				
Charges :					
Assigned :	Steven Cundy		Defense Atty		Judge
More Staff :	LA - KGOTVALD; VWCO - CTERHAAR				
<u>033-0067140</u>	33-VB-22-222	22003520	CLOSED		CLOSED
Defendant :	<u>Marshall, Timothy David</u>				
Charges :	P 169.30(b)	04-28-2022	Traffic Regulation - Failure to Stop at Stop Signs or Stop Lines at Entrance to Through Highw	DISMISS	08-12-2022
Assigned :	Daniel Shub		Defense Atty		Judge
More Staff :	LA - SAXT				
<u>033-0067141</u>	33-CR-22-191	22005895	PRETRIAL	01-24-2023	OPEN
Defendant :	<u>Walker, Lucas John</u>				

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Charges : M 609.2242.1(1) 07-06-2022 Domestic Assault-Misdemeanor-Commits Act to Cause Fear of Immediate Bodily Harm or Death
M 609.2242.1(2) 07-06-2022 Domestic Assault-Misdemeanor-Intentionally Inflicts/Attempts to Inflict Bodily Harm on Another
M 609.72.1(3) 07-06-2022 Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene

Assigned : Steven Cundy **Defense Atty** Drake Metzger **Judge**

More Staff : LA - KGOTVALD; VWCO - CTERHAAR

033-0067149 33-JV-22-36 22005571 CLOSED PROBATION
Defendant : Dunsmore, Levi Leonard
Charges : M 169A.33.2 06-27-2022 Traffic - Underage drinking and driving; Crime described ADJWH 09-06-2022
Assigned : Robb Hunter **Defense Atty** Neil Fagerstrom **Judge**
More Staff : LA - TFRIEL

033-0067173 33-CR-22-192 NONE OPEN OPEN
Defendant : Jaques, Michael Anthony
Charges : M 169.791.2(a) 07-09-2022 Traffic Regulation - Driver Must Carry Proof of Insurance when Operating Vehicle
M 171.24.2 07-09-2022 Traffic-Drivers License-Driving After Revocation
Assigned : Daniel Shub **Defense Atty** **Judge**
More Staff : LA - SAXT

033-0067178 33-CR-22-247 22005230 OMNIBUS 12-29-2022 OPEN
Defendant : Rein, Jacob Walter
Charges : G 152.025.2(1) 06-16-2022 Drugs - 5th Degree - Possess Schedule 1,2,3,4 - Not Small Amount Marijuana (Gross Misdemeanor)
M 169.13.1(a) 06-16-2022 Traffic - Reckless driving; Drives Consciously Disregarding a Substantial or Unjustifiable Risk
M 609.50.1(2) 06-16-2022 Obstruct Legal Process-Interfere w/Peace Officer
Assigned : Steven Cundy **Defense Atty** Drake Metzger **Judge**
More Staff : LA - KGOTVALD

033-0067200 33-CR-22-226 22005725 PRETRIAL REVIEW
Defendant : Smyser, Amy Jo
Charges :
Assigned : Steven Cundy **Defense Atty** **Judge**
More Staff : LA - KGOTVALD

033-0067212 33-CR-22-216 22006370 PRETRIAL 01-10-2023 OPEN
Defendant : Bates, James Donald
Charges : M 609.72.1 07-16-2022 Disorderly Conduct
Assigned : Robb Hunter **Defense Atty** Neil Fagerstrom **Judge**
More Staff : LA - TFRIEL

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

<u>033-0067224</u>	33-CR-22-223	22006141	PRETRIAL	01-24-2023	OPEN
Defendant : <u>Gerou, Carrie Jean</u>					
Charges : M 609.72.1(3) 07-12-2022 Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene					
Assigned : Robb Hunter		Defense Atty Neil Fagerstrom		Judge	
More Staff : LA - TFRIEL; VWCO - CTERHAAR					
<u>033-0067228</u>	33-JV-22-49	22006610	PRETRIAL	01-11-2023	OPEN
Defendant : <u>Lenzen, Tayla Nicole</u>					
Charges : M 169A.27.1 07-23-2022 DWI - Fourth-Degree Driving While Impaired; Described					
M 169A.20.1(5) 07-23-2022 Traffic - DWI - Operate Motor Vehicle - Alcohol Concentration 0.08 Within 2 Hours					
M 169A.33.2 07-23-2022 Traffic - Underage drinking and driving; Crime described					
Assigned : Daniel Shub		Defense Atty Douglas Kans		Judge	
More Staff : LA - TFRIEL					
<u>033-0067229</u>	33-CR-22-222	22006865	PRETRIAL	01-11-2023	OPEN
Defendant : <u>Arechigo, Monica Marlene Jean</u>					
Charges : M 609.72.1(3) 07-29-2022 Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene					
Assigned : Robb Hunter		Defense Atty Neil Fagerstrom		Judge	
More Staff : LA - TFRIEL					
<u>033-0067233</u>		22006397	DECLINED		CLOSED
Defendant : <u>Beaulieu, Landon Timothy Lee</u>					
Charges :					
Assigned : Robb Hunter		Defense Atty		Judge	
More Staff :					
<u>033-0067235</u>	DIV 1753 FAILED	22005692	DIVERSION		CLOSED
Defendant : <u>Martin, Liam Scott</u>					
Charges :					
Assigned : Daniel Shub		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0067253</u>	33-JV-22-44	22005940	CLOSED		CLOSED
Defendant : <u>Martin, Liam Scott</u>					
Charges : F 609.582.2(a)(1) 07-07-2022 Burglary-2nd Degree-Dwelling ADJDEL 11-02-2022					
Assigned : Daniel Shub		Defense Atty Neil Fagerstrom		Judge	
More Staff : LA - TFRIEL; VWCO - CTERHAAR					
<u>033-0067254</u>	33-CR-22-236	22007090	CLOSED		PROBATION
Defendant : <u>Lyman, Jessica Lee</u>					
Charges : M 609.52.2(a)(1) 08-05-2022 Theft-Take/Use/Transfer Movable Prop-No Consent CONV 11-28-2022					
Assigned : Daniel Shub		Defense Atty Neil Fagerstrom		Judge	

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

More Staff : LA - SAXT; VWCO - CTERHAAR

<u>033-0067255</u>	33-CR-22-221	22006895	PRETRIAL	01-10-2023	OPEN
Defendant : <u>Erickson, Kimberly Ann</u>					
Charges : M 90.05.A 07-30-2022 Dog Nuisance-Bark/Run Loose/Chase					
Assigned : Robb Hunter Defense Atty Neil Fagerstrom Judge					
More Staff : LA - TFRIEL; VWCO - CTERHAAR					
<u>033-0067256</u>	33-CR-22-219	22006809	CLOSED		PROBATION
Defendant : <u>Salter, Michelle Elizabeth</u>					
Charges : M 609.52.2(a)(1) 07-28-2022 Theft-Take/Use/Transfer Movable CONV 09-06-2022 Prop-No Consent					
Assigned : Steven Cundy Defense Atty Daniel Bina Judge					
More Staff : LA - KGOTVALD; VWCO - CTERHAAR					
<u>033-0067261</u>	33-JV-22-45	22006885	ARRGN		OPEN
Defendant : <u>Wasche, Dylan Thomas</u>					
Charges : M 340A.503.1(a)(2) 07-30-2022 Liquor-Consumption by persons under 21					
Assigned : Steven Cundy Defense Atty Judge					
More Staff : LA - TFRIEL					
<u>0067270</u>	33-CR-22-229	22006878	ARRGN		OPEN
Defendant : <u>Greeley, Gale Anne</u>					
Charges : M 609.72.1(3) 07-29-2022 Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene					
Assigned : Robb Hunter Defense Atty Judge					
More Staff : LA - TFRIEL					
<u>033-0067281</u>		22007746	DECLINED		CLOSED
Defendant : <u>Post, Barbara Jo</u>					
Charges :					
Assigned : Steven Cundy Defense Atty Judge					
More Staff : LA - KGOTVALD; VWCO - CTERHAAR					
<u>033-0067282</u>	33-CR-22-253	22007361	JURYTR	12-22-2022	OPEN
Defendant : <u>Niesen, Justin Lee</u>					
Charges : M 609.72.1(3) 08-13-2022 Disorderly Conduct - Offensive/Abusive/Boisterous/Noisy/Obscene					
Assigned : Daniel Shub Defense Atty Drake Metzger Judge					
More Staff : LA - SAXT					
<u>033-0067304</u>		22007724	DECLINED		CLOSED
Defendant : <u>Lindberg, Colby James</u>					
Charges :					
Assigned : Daniel Shub Defense Atty Judge					
More Staff : LA - SAXT					

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For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

033-0067307 33-CR-22-270 22006118 CLOSED PROBATION
Defendant : Unger, Samantha Louise
Charges : M 609.52.2(a)(1) 07-12-2022 Theft-Take/Use/Transfer Movable Prop-No Consent CONV 11-16-2022
Assigned : Steven Cundy **Defense Atty** **Judge**
More Staff : LA - KGOTVALD; VWCO - CTERHAAR

033-0067347 22008399 DECLINED CLOSED
Defendant : Wagner, Dru Lawrence
Charges :
Assigned : Steven Cundy **Defense Atty** **Judge**
More Staff : LA - TFRIEL

033-0067349 22007586 DECLINED CLOSED
Defendant : Curtis, Madeline Mae
Charges :
Assigned : Robb Hunter **Defense Atty** **Judge**
More Staff : LA - TFRIEL

033-0067350 22007692 DECLINED CLOSED
Defendant : Graham, Anthony Valon
Charges :
Assigned : Robb Hunter **Defense Atty** **Judge**
More Staff : LA - TFRIEL; VWCO - CTERHAAR

033-0067351 22007586 DIVERSION CLOSED
Defendant : Beckman, Kalen Steven
Charges : M 340A.503.1(a)(2) 08-20-2022 Liquor-Consumption by persons under 21 DIVERS 09-13-2022
Assigned : Robb Hunter **Defense Atty** **Judge**
More Staff : LA - TFRIEL

033-0067352 33-JV-22-50 22007586 ARRGN OPEN
Defendant : Filas, Gavin Bennett
Charges : P 340A.503.1(a)(2) 08-20-2022 Liquor-Consumption by persons under 21
Assigned : Robb Hunter **Defense Atty** **Judge**
More Staff : LA - TFRIEL

033-0067355 22008195 UR REVIEW
Defendant : Anderson, Tasha Sessions
Charges :
Assigned : Robb Hunter **Defense Atty** **Judge**
More Staff : LA - TFRIEL

033-0067357 33-JV-22-52 22008361 PRETRIAL 12-21-2022 OPEN
Defendant : Szucs & Parent(s), Jordan Paul
Charges : M 609.52.2(a)(1) 09-08-2022 Theft-Take/Use/Transfer Movable Prop-No Consent

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Assigned :	Steven Cundy	Defense Atty	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR		
<u>033-0067358</u>	22007586	DECLINED	CLOSED
Defendant :	<u>Hansen, Ryker Mapiza</u>		
Charges :			
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - TFRIEL		
<u>033-0067359</u>	33-JV-22-62 22007586	ARRGN	12-21-2022 OPEN
Defendant :	<u>Johnson, Aiden Charles</u>		
Charges :	M 340A.503.1(a)(2) 08-20-2022	Liquor-Consumption by persons under 21	
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - TFRIEL		
<u>033-0067360</u>	33-JV-22-51 22007586	ARRGN	OPEN
Defendant :	<u>Medrano, Jason Douglas</u>		
Charges :	P 340A.503.1(a)(2) 09-20-2022	Liquor-Consumption by persons under 21	
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - TFRIEL		
<u>033-0067362</u>	22007435	UR	REVIEW
Defendant :	<u>Lee, Helen Bernice</u>		
Charges :			
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - SAXT		
<u>033-0067365</u>	33-JV-22-56 22007586	ARRGN	12-21-2022 OPEN
Defendant :	<u>Lekson, Mia Keri</u>		
Charges :	P 340A.503.1(a)(2) 08-20-2022	Liquor-Consumption by persons under 21	
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - TFRIEL		
<u>033-0067367</u>	22007779	UR	REVIEW
Defendant :	<u>Osgood, Donald Harvey</u>		
Charges :			
Assigned :	Daniel Shub	Defense Atty	Judge
More Staff :	LA - SAXT		
<u>033-0067372</u>	33-CR-22-286 22008685	PRETRIAL	01-10-2023 OPEN
Defendant :	<u>Heupel, Duwayne Phil</u>		
Charges :	M 609.2242.1(2) 09-16-2022	Domestic Assault-Misdemeanor- Intentionally Inflicts/Attempts to Inflict Bodily Harm on Another	
Assigned :	Daniel Shub	Defense Atty Alexander Gutnik	Judge
More Staff :	LA - SAXT; VWCO - CTERHAAR		

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

<u>033-0067374</u>	33-CR-22-287	22008755	PRETRIAL	01-11-2023	OPEN
Defendant :	<u>Halvorson, Adam David</u>				
Charges :	M 609.2242.1(1)	09-17-2022	Domestic Assault-Misdemeanor-Commits Act to Cause Fear of Immediate Bodily Harm or Death		
Assigned :	Daniel Shub		Defense Atty	Nicholas Anderson	Judge
More Staff :	LA - SAXT; VWCO - CTERHAAR				
<u>033-0067380</u>	33-JV-22-54	22008206	PRETRIAL	12-21-2022	OPEN
Defendant :	<u>Schoolmeesters, Jaden Sky</u>				
Charges :	F 609.595.1(4)	09-04-2022	Damage to Property - 1st Degree - Value Reduced Over \$1000		
Assigned :	Steven Cundy		Defense Atty	Neil Fagerstrom	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
<u>033-0067381</u>	33-JV-22-53	22008206	PRETRIAL	12-21-2022	OPEN
Defendant :	<u>Schoolmeesters, Kayla Star</u>				
Charges :	F 609.595.1(4)	09-04-2022	Damage to Property - 1st Degree - Value Reduced Over \$1000		
Assigned :	Steven Cundy		Defense Atty	Neil Fagerstrom	Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
<u>033-0067395</u>		22009019	DECLINED		CLOSED
Defendant :	<u>Boswell, Cheyauna Rei</u>				
Charges :					
Assigned :	Robb Hunter		Defense Atty		Judge
More Staff :	LA - TFRIEL; VWCO - CTERHAAR				
<u>033-0067418</u>		22009423	DECLINED		CLOSED
Defendant :	<u>Post, Barbara Jo</u>				
Charges :					
Assigned :	Steven Cundy		Defense Atty		Judge
More Staff :	LA - KGOTVALD; VWCO - CTERHAAR				
<u>033-0067423</u>	33-CR-22-309	22009226	SENT	01-11-2023	OPEN
Defendant :	<u>Schwantke, Harlan Carl</u>				
Charges :	M 169A.20.1(1)	10-01-2022	Traffic - DWI - Operate Motor Vehicle Under Influence of Alcohol Traffic - DWI - Operate Motor Vehicle - Alcohol Concentration 0.08 Within 2 Hours		
	M 169A.20.1(5)	10-01-2022			
Assigned :	Steven Cundy		Defense Atty		Judge
More Staff :	LA - KGOTVALD				
<u>033-0067440</u>		22009466	OPEN		OPEN
Defendant :	<u>Kehr, Anna Ruth</u>				
Charges :	P 152.027.4(a)	10-07-2022	Drugs - Possess/Sale Small Amount of Marijuana - No Remuneration		
Assigned :	Daniel Shub		Defense Atty		Judge
More Staff :	LA - TFRIEL				

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For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

<u>033-0067441</u>	DIV 1079	22009599	DIVERSION		CLOSED
Defendant : <u>Hodena, Matthanyl Jeffry</u>					
Charges :					
Assigned : Daniel Shub		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0067443</u>		22009120	OPEN		OPEN
Defendant : <u>Olson, Jack Alan</u>					
Charges : P 144.4165 09-28-2022 Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School					
Assigned : Daniel Shub		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0067444</u>		22009120	OPEN		OPEN
Defendant : <u>Gervais, Brandon Lee</u>					
Charges : P 144.4165 09-28-2022 Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School					
Assigned : Robb Hunter		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0067445</u>	TOB 1080	22009120	DIVERSION		CLOSED
Defendant : <u>Davis, Jayden Riley</u>					
Charges : P 144.4165 09-28-2022 Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School					
Assigned : Robb Hunter		Defense Atty		DIVERS	11-22-2022
More Staff : LA - TFRIEL					
<u>033-0067446</u>		22009389	OPEN		OPEN
Defendant : <u>Needham, Travis Traevon</u>					
Charges : P 144.4165 10-05-2022 Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School					
Assigned : Daniel Shub		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0067447</u>		22009389	OPEN		OPEN
Defendant : <u>Olson, Hunter John David</u>					
Charges : P 144.4165 10-05-2022 Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School					
Assigned : Daniel Shub		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0067448</u>		22008690	OPEN		OPEN
Defendant : <u>Kunst, Emma Jane</u>					
Charges : P 609.505.1 09-16-2022 Falsely Reporting Crime					
Assigned : Daniel Shub		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0067453</u>		22008812	DECLINED		CLOSED
Defendant : <u>Post, Barbara Jo</u>					
Charges :					

Friday, December 02 2022 03:28 PM

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Case No.	Case No.	Case No.	Case No.	Case No.	Case No.
Assigned : Steven Cundy			Defense Atty		Judge
More Staff : LA - KGOTVALD; VWCO - CTERHAAR					
<u>033-0067457</u>	22009542	DECLINED			CLOSED
Defendant : <u>Martin, Liam Scott</u>					
Charges :					
Assigned : Daniel Shub			Defense Atty		Judge
More Staff : LA - TFRIEL; VWCO - CTERHAAR					
<u>033-0067458</u>	33-JV-22-58 22005692	ARRGN			OPEN
Defendant : <u>Martin, Liam Scott</u>					
Charges : M 609.52.2(a)(1) 06-30-2022		Theft-Take/Use/Transfer Movable Prop-No Consent			
Assigned : Daniel Shub			Defense Atty		Judge
More Staff : LA - TFRIEL; VWCO - CTERHAAR					
<u>033-0067461</u>	33-VB-22-360 22005265	PRETRIAL		02-23-2023	OPEN
Defendant : <u>Kulyas, Cody Christopher</u>					
Charges : M 171.24.2 06-17-2022		Traffic-Drivers License-Driving After Revocation			
M 169.791.2(a) 06-17-2022		Traffic Regulation - Driver Must Carry Proof of Insurance when Operating Vehicle			
Assigned :			Defense Atty		Judge
More Staff :					
<u>033-0067462</u>	22008917	UR			OPEN
Defendant : <u>Kulyas, Cody Christopher</u>					
Charges : M 171.24.2 09-21-2022		Traffic-Drivers License-Driving After Revocation			
M 168.09.1 09-21-2022		Motor Vehicle Registration - Operate Unregistered Vehicle/Without Plates on Public Streets/Highways			
P 169.42.1 09-21-2022		Traffic Regulation - Littering-Dangerous Object on Highway			
Assigned : Daniel Shub			Defense Atty		Judge
More Staff : LA - SAXT					
<u>033-0067470</u>	22009397	DECLINED			CLOSED
Defendant : <u>Kojetin, Stanley Frank</u>					
Charges :					
Assigned : Daniel Shub			Defense Atty		Judge
More Staff :					
<u>033-0067471</u>	22009734	DECLINED			CLOSED
Defendant : <u>Haglund, Chevy Joe</u>					
Charges :					
Assigned : Daniel Shub			Defense Atty		Judge
More Staff : LA - SAXT					
<u>033-0067477</u>	33-CR-22-323 22009428	PRETRIAL		01-11-2023	CLOSED

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Defendant : <u>Remitz, Michael Robert</u>					
Charges : M 609.605.1(b)(7)	10-06-2022	Trespass-Return to Property-To Harass/Abuse/Threat	CONV		11-08-2022
Assigned : Steven Cundy		Defense Atty		Judge	
More Staff : LA - KGOTVALD					
<u>033-0067478</u>	22009462	DECLINED			CLOSED
Defendant : <u>Wilson, Gregory Brian</u>					
Charges :					
Assigned : Steven Cundy		Defense Atty		Judge	
More Staff : LA - KGOTVALD; VWCO - CTERHAAR					
<u>033-0067503</u>	33-CR-22-342 22010100	ARRGN		01-11-2023	OPEN
Defendant : <u>Kieser, Danielle Louise</u>					
Charges : M 169.09.5	10-24-2022	Traffic Collision - Failure to Notify Owner of Damaged Property			
Assigned : Daniel Shub		Defense Atty		Judge	
More Staff : LA - SAXT; VWCO - CTERHAAR					
<u>033-0067510</u>	22010005	UR			REVIEW
Defendant : <u>Lopez, Adan Lopez</u>					
Charges :					
Assigned : Daniel Shub		Defense Atty		Judge	
More Staff : LA - SAXT					
<u>033-0067511</u>	22010587	DIVERSION			CLOSED
Defendant : <u>Arnold, Caden Christopher</u>					
Charges :					
Assigned : Robb Hunter		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0067517</u>	22010597	OPEN			OPEN
Defendant : <u>Brasch, Tyler Martin</u>					
Charges : M 609.72.1(1)	11-04-2022	Disorderly Conduct - Brawling or Fighting			
Assigned : Robb Hunter		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0067518</u>	22010597	OPEN			OPEN
Defendant : <u>Grams, Cole David</u>					
Charges : M 609.72.1(1)	11-04-2022	Disorderly Conduct - Brawling or Fighting			
Assigned : Robb Hunter		Defense Atty		Judge	
More Staff : LA - TFRIEL					
<u>033-0067523</u>	22010810	OPEN			OPEN
Defendant : <u>Wagner, Kenady Grace</u>					
Charges : P 144.4165	11-10-2022	Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School			
Assigned : Steven Cundy		Defense Atty		Judge	

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

More Staff : LA - TFRIEL

<u>033-0067525</u>	22010746	OPEN	OPEN
Defendant : <u>Sanchez, Ruben Terry</u>			
Charges : P 144.4165	11-08-2022	Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School	
Assigned : Steven Cundy		Defense Atty	Judge
More Staff : LA - TFRIEL			
<u>033-0067526</u>	22010746	OPEN	OPEN
Defendant : <u>Holzer, Lily Lesley</u>			
Charges : P 144.4165	11-08-2022	Smoking, Chewing Tobacco, or E-cigarettes Prohibited in Public School	
Assigned : Daniel Shub		Defense Atty	Judge
More Staff : LA - TFRIEL			
<u>033-0067528</u>	33-VB-18-369 18005804	OPEN	01-10-2023 OPEN
Defendant : <u>Ladwig, Thomas Gaylord</u>			
Charges : M 169.791.2(a)	06-03-2018	Traffic Regulation - Driver Must Carry Proof of Insurance when Operating Vehicle	
Assigned : Daniel Shub		Defense Atty	Judge
More Staff : LA - SACT			
<u>033-0067533</u>	22009744	UR	REVIEW
Defendant : <u>Nordstrom, Benjamin Paul</u>			
Charges :			
Assigned : Daniel Shub		Defense Atty	Judge
More Staff : LA - TFRIEL; VWCO - CTERHAAR			
<u>033-0067534</u>	22009744	UR	REVIEW
Defendant : <u>McKee, Brayden Michael</u>			
Charges :			
Assigned : Daniel Shub		Defense Atty	Judge
More Staff : LA - TFRIEL; VWCO - CTERHAAR			
<u>033-0067537</u>	22010461	DECLINED	CLOSED
Defendant : <u>Gustafson, Jenna Emily</u>			
Charges :			
Assigned : Robb Hunter		Defense Atty	Judge
More Staff : LA - TFRIEL; VWCO - CTERHAAR			
<u>033-0067549</u>	22011127	UR	REVIEW
Defendant : <u>Kemp, Johnathon Alan</u>			
Charges :			
Assigned : Daniel Shub		Defense Atty	Judge
More Staff : LA - SACT			

Total Cases : 139

Legal Inquiry Result Report

For All Prosecutors, All Defenders, All Officers, No Lay Witness Specified, For All Disposition Date, Jurisdiction Mora

Total Cases Report : 139

<u>Final Disposition Summary</u>		<u>Charge Disposition Summary</u>	
Final Disposition Code	# Of Cases	Disposition Code	# Of Charges
CONFLICT	1	DISMISS	25
CONV	1	ADJSTY	1
DISMISS	2	CNTNADJ	1
DIVCMPL	1	ACQ	1
TRCNFLCT	1	ADJWH	9
		DIVCMPL	1
		CONTDIS	3
		DSMPA	2
		DIVERS	3
		DECLINE	1
		ADJDEL	2
		CONFLICT	1
		DSMCMEX	1
		CONV	28
		PG	1





MEMORANDUM

Date: December 20, 2022
To: Mayor and City Council
From: Mandi Yoder, Human Resources
Natasha Segelstrom, Administrative Services Director
Glenn Anderson, City Administrator
RE: Accept Letter of Resignation – Accountant

SUMMARY

After 8 years with the City, Accountant Sara King, has accepted another position. She submitted her letter of resignation, and her last date of employment will be December 28, 2022.

Due to the significant role of this position within the city, staff has already It is the goal to have a replacement hired and on staff by February 1, 2023.

RECOMMENDATIONS

Motion to accept Sara King's letter of resignation.

Motion to accept job description.

Motion to formally begin recruitment.

Attachments

King Letter of Resignation

FROM THE DESK OF

SARA B. KING

December 12, 2022

City of Mora
Attn: Glenn, Natasha, and Mandi
101 Lake St S
Mora, MN 55051

Dear Glenn, Natasha, and Mandi,

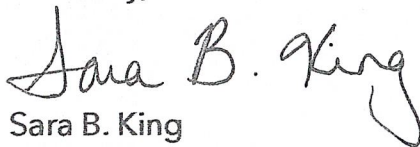
Please accept this letter as my formal resignation from the City of Mora.
My last day of work will be Wed., December 28, 2022.

I am grateful for your support during my time here, and I deeply appreciate the many opportunities for growth that have been afforded to me here.

Please let me know how I can be of service during this time of transition. I want it to be as smooth as possible.

Thank you, and God bless.

Sincerely,


Sara B. King

12/12/2022

RECEIVED

DEC 12 2022

106

City of Mora

Position Description

ACCOUNTANT

Department:	Administration/Finance
Grade/Points Classification:	10/160
Reports to:	Administrative Services Director
FLSA Status:	Non-Exempt
Union or Non-union Position:	Non-union

OBJECTIVE

To ensure proper recording of all financial transactions, maintain city financial records, and to prepare financial and operating reports.

SUPERVISION RECEIVED

Employees working in this position usually work under general direction. They plan and carry out assignments with some independence and are free to develop their own work sequences within established procedures, methods, and policies. They have some latitude in developing procedures and methods. They report to a superior by occasional conferences to discuss work progress or problems requiring upper advisement.

Employees working in this position usually work under general supervision and receive some instruction with respect to details of most assignments. They are often physically removed from their supervisor and are only subject to periodic supervisory checks.

SUPERVISION EXERCISED

Position has no supervisory responsibilities.

ESSENTIAL FUNCTIONS

To perform this job successfully, an employee must report to work on a timely and regular basis and be able to perform each essential function satisfactorily. The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be assigned.

1. Manages recording of all financial transactions, prepares monthly financial statements for all funds and prepares the annual comprehensive financial report.
2. Ensures proper maintenance of financial records, including accounting software.
3. Prepares financial and operating statements for all departments and funds
4. Analyze financial data and make recommendations based on those analyses.
5. Prepares the operating and capital budgets and assists in their implementation.
6. Prepares the annual comprehensive financial report.
7. Tracks and records all tax increment finance districts and ensures compliance with state laws.
8. Coordinates the bond sale process and manages resulting debt.
9. Coordinates the investment of idle funds
10. Manages special assessment procedures and collections.
11. Oversees payroll, accounts receivable, and accounts payable.
12. Manages grant funds and prepares close-out reports.
13. Uses cost accounting to recommend fees and charges for services.
14. Allocates revenues and expenditures to accounts based on established criteria (i.e. tax receipts, insurance premiums, inter-fund services).

City of Mora

Position Description

15. Maintains fixed asset records, calculates depreciation, and loss or gain on sale of fixed assets.
 16. Maintains inventory records.
 17. Administers fire department response invoicing and provides monthly statements to participating townships.
 18. Ensures that directives and approved finance and accounting policies of the city and utility are enforced, executed, or delegated for compliance.
 19. Advises the city administrator on financial matters.
 20. Establishes and maintains internal control procedures and assures that required accounting procedures are maintained.
 21. Prepares various financial and operational reports for internal and external use. Files same with local, state, or federal agencies.
 22. Recommends and assists in establishing city policies and guidelines for various activities.
 23. Attends workshops and seminars as approved to further develop knowledge, skills, and abilities in order to maintain, enhance, or achieve certification in various areas of expertise.
 24. Coordinates compliance with regulatory matters.
 25. Serves as back-up for front desk operations as necessary.
- Performs other related duties as assigned or apparent.

MINIMUM QUALIFICATIONS

Bachelor's degree in Accounting, Finance, Economics, or a related field, plus 3 or more years related experience; or

Associate's degree or equivalent in Accounting or a related field, plus nine (9) or more years related experience; or

An equivalent combination of education and experience sufficient to perform the essential functions of the position.

Must have extensive knowledge of governmental and general accounting procedures. Public-sector experience preferred.

Valid Minnesota driver's license required.

EQUIPMENT

Computer, Microsoft Office software, Banyon Data Systems Accounting software, printer, telephone, copier, fax, vehicle, and other job-related software and equipment.

PLANNING

Planning relates to different and complex situations requiring analysis, complex projections, and generally new alternatives. Most planning extends into the future for up to one year.

KNOWLEDGE, SKILLS, AND ABILITIES

The requirements listed below are representative of the knowledge, skill, and/or ability required.

Knowledge of:

- Department, building, and City policies, procedures, and practices.
- Functions, services, and funding sources of a municipal government.
- Records maintenance practices and procedures.
- Computer applications related to the work.
- Applicable federal and state laws, codes, ordinances, and regulations.

City of Mora

Position Description

Skill in:

- Reading, writing, and speaking English, clearly and persuasively in positive or negative situations, responding well to questions, and participating in meetings.
- Good interpersonal skills, including the ability to focus on solving conflict, not blaming; listening to others without interrupting, keeping emotions under control, and remaining open to others' ideas.
- Working as a team and contributing to building a positive team spirit.
- Interpreting codes and laws related to governmental finance.
- Maintaining City financial records, including filing, storage, retrieval, and proper disposal.
- Developing effective interpersonal relationships with a variety of people.
- Using computers and related software applications.

Ability to:

- Develop and maintain effective working relationships with the City Administrator, Department Heads, staff, consultants, and members of the public. Ability to approach others in a tactful manner, react well under pressure, treat others with respect, keep commitments, work with integrity, and uphold organizational values.
- Show respect and sensitivity for cultural differences.
- Follow safety procedures, willingness to report and/or address potentially unsafe conditions, and use equipment and materials properly.
- Read and interpret written instructions and to carry-out oral and written directives.
- Prioritize responsibilities, use good judgment, and make independent decisions.
- Identify and resolve computer hardware and software equipment problems in a timely manner, gather and analyze information skillfully, and develop alternative solutions as needed.
- Continuously build upon own knowledge and skills and share expertise with others.
- Demonstrate accuracy and thoroughness and to look for ways to continuously improve and promote quality. Ability to work in a timely manner and strive to increase productivity.
- Adapt to changes in the work environment, manage competing demands, delays, or unexpected events.
- Follow instructions, respond to management direction, take responsibility for own actions, and to commit to long hours of work when necessary.
- Work in/for other departments or divisions as needed, in addition to assigned department. This requires the ability to understand and maintain moderate knowledge of other department's operations.
- To make decisions without supervision.
- Meet strict deadlines.
- Produce accurate and complete work product.

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS

The noise level in the work environment is usually quiet. Occasional travel outside the city is required. See the physical activity requirements sheet, attached.

ADA CONSIDERATIONS

The City of Mora is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with a representative of the Human Resources department.

City of Mora

Position Description

The duties listed above are intended as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

10/21/2014, 12/20/2022

ACKNOWLEDGMENT

I have read the requirements for this position and am able to perform all essential functions and physical demands associate with this position.

Print Name

Date

Signature



MEMORANDUM

Date: December 6, 2022
To: Mayor and City Council
From: Natasha Segelstrom, City Clerk
RE: 2023 Public Meeting Schedule

SUMMARY

The City council will review and adopt the 2023 meeting schedule for various municipal activities.

BACKGROUND INFORMATION

Annually, the city council adopts a meeting schedule for public meetings for various municipal activities. The attached draft 2023 public meeting schedule incorporates public meetings and days that city/utility offices are closed to the public.

Meeting dates to note:

1. City Council meeting on Tuesday, January 3rd for the first meeting of the year.
2. Joint meeting of the City Council and PUC on Tuesday, July 18th for the annual budget preparation and check-in with both groups.
3. City Council meeting on Thursday, August 17th to allow the city administrator and public works director to attend an electric conference.
4. City Council meeting on Tuesday, September 5th to review the upcoming annual budget.
5. Offices closed on Friday, October 20th for the annual records retention and compliance. This allows staff uninterrupted time to complete filing, organizing and cleaning in conjunction with the State records retention schedule.
6. City Council meeting on Tuesday, December 5th for the truth-in-taxation hearing.
7. City Council work sessions are held on the third Tuesday of each month at 5:00pm, if needed, before the regular meeting at 6:30pm. Additional meetings may be scheduled as needed.

OPTIONS & IMPACTS

- By adopting the schedules the city council provides public notice of meeting dates and enables staff and the public to plan more effectively.
- Please note that the day after Thanksgiving and Christmas are not paid holidays. Aside from those days and October 20th, the other 'offices closed' days schedule are paid holidays.

RECOMMENDATIONS

Motion to adopt the 2023 public meeting schedule as presented.

Attachments

Draft 2023 Public Meeting Schedule



City of Mora City Council

2023 Meeting Schedule

Meetings will be held at 6:30 p.m. on the Third Tuesday of each month unless otherwise specified with an asterisk.

2023

January 3

JANUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6 7
	8	9	10	11	12	13 14
	15	16	17	18	19	20 21
	22	23	24	25	26	27 28
	29	30	31			

FEBRUARY

S	M	T	W	T	F	S
				1	2	3 4
	5	6	7	8	9	10 11
	12	13	14	15	16	17 18
	19	20	21	22	23	24 25
	26	27	28			

MARCH

S	M	T	W	T	F	S
				1	2	3 4
	5	6	7	8	9	10 11
	12	13	14	15	16	17 18
	19	20	21	22	23	24 25
	26	27	28	29	30	31

January 17

February 21

March 21

April 18

APRIL

S	M	T	W	T	F	S
						1
	2	3	4	5	6	7 8
	9	10	11	12	13	14 15
	16	17	18	19	20	21 22
	23	24	25	26	27	28 29
	30					

MAY

S	M	T	W	T	F	S
	1	2	3	4	5	6
	7	8	9	10	11	12 13
	14	15	16	17	18	19 20
	21	22	23	24	25	26 27
	28	29	30	31		

JUNE

S	M	T	W	T	F	S
					1	2 3
	4	5	6	7	8	9 10
	11	12	13	14	15	16 17
	18	19	20	21	22	23 24
	25	26	27	28	29	30

May 16

June 20

July 18

August 15

JULY

S	M	T	W	T	F	S
						1
	2	3	4	5	6	7 8
	9	10	11	12	13	14 15
	16	17	18	19	20	21 22
	23	24	25	26	27	28 29
	30	31				

AUGUST

S	M	T	W	T	F	S
						1 2 3 4 5
	6	7	8	9	10	11 12
	13	14	15	16	17	18 19
	20	21	22	23	24	25 26
	27	28	29	30	31	

SEPTEMBER

S	M	T	W	T	F	S
						1 2
	3	4	5	6	7	8 9
	10	11	12	13	14	15 16
	17	18	19	20	21	22 23
	24	25	26	27	28	29 30

September 5

September 19

October 17

OCTOBER

S	M	T	W	T	F	S
	1	2	3	4	5	6 7
	8	9	10	11	12	13 14
	15	16	17	18	19	20 21
	22	23	24	25	26	27 28
	29	30	31			

NOVEMBER

S	M	T	W	T	F	S
				1	2	3 4
	5	6	7	8	9	10 11
	12	13	14	15	16	17 18
	19	20	21	22	23	24 25
	26	27	28	29	30	

DECEMBER

S	M	T	W	T	F	S
						1 2
	3	4	5	6	7	8 9
	10	11	12	13	14	15 16
	17	18	19	20	21	22 23
	24	25	26	27	28	29 30
	31					

November 21

December 5

December 19



City of Mora Public Utilities Commission

2023 Meeting Schedule

Meetings will be held at 3:00 p.m. on the Third Monday of each month unless otherwise specified with an asterisk.

2023

	JANUARY	FEBRUARY	MARCH
January 16	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
February 20	15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31		
March 20			
April 17	APRIL	MAY	JUNE
May 15	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
June 19			
July 17			
August 21	JULY	AUGUST	SEPTEMBER
September 18	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
October 16			
November 20			
December 18	OCTOBER	NOVEMBER	DECEMBER
	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31



City of Mora Airport Board

2023 Meeting Schedule

Meetings will be held at 5:00 p.m. on the second Tuesday of each month unless otherwise specified with an asterisk.

2023

January 10

JANUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 14

March 14

April 11

May 9

APRIL

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

June 13

July 11

August 8 (Subject to change due to Primary Election Day)

JULY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
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October 10

November 14

December 12

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City of Mora Park Board

2023 Meeting Schedule

Meetings will be held at 6:00 p.m. on the second Tuesday of each month unless otherwise specified with an asterisk.

2023

January 10, 2023

February 14, 2023

March 14, 2023

April 11, 2023

May 9, 2023

June 13, 2023

July 11, 2023

August 8, 2023 * Subject to change if special election is needed.

September 12, 2023

October 10, 2023

November 14, 2023

December 12, 2023

JANUARY

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City of Mora Economic Development Authority

2023 Meeting Schedule

Meetings will be held at 2:00 p.m. on the first Tuesday of the second month of the quarter unless otherwise specified. Dates shown stricken are suggested dates for special meetings, if needed.

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February 7	8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31		
March 7			
April 4			
May 2	APRIL S M T W T F S 1	MAY S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	JUNE S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
June 6	2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30		
July 11			
August 1			
September 5	JULY S M T W T F S 1	AUGUST S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	SEPTEMBER S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
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November 7 (General Election Day)			
December 5	OCTOBER S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	NOVEMBER S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	DECEMBER S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31



160 VALHALLA CIRCLE
 P.O. BOX 209
 MORA, MN 55051
 WWW.MORAHRA.ORG
 PHONE: (320) 679-4789
 FAX: (320) 679-5638

Mora Housing and Redevelopment Authority Board of Directors 2023 Meetings

Date:	Location
Wednesday, January 25, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, February 22, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, March 22, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, April 26, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, May 24, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, June 28, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, July 26, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, August 23, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, September 27, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, October 25, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, November 22, 2023	LEC 160 Valhalla Circle, Mora MN 55051
Wednesday, December 27, 2023	LEC 160 Valhalla Circle, Mora MN 55051

The board meetings are scheduled for the fourth Wednesday of each month. If a quorum is not available on a scheduled meeting, the meeting will be rescheduled and the new date posted at the City of Mora Offices and the Mora HRA Office.



Equal Opportunity Providers: Complaints of discrimination should be sent to:
 USDA/DHUD, Director, Office of Civil Rights, Washington, D.C. 20250-9410



City of Mora Planning Commission

2023 Meeting Schedule

Meetings will be held at 5:30 p.m. on the Monday before the second Tuesday of each month unless otherwise specified with an asterisk.

(Land Use Application Deadlines shown in grey- generally Fridays unless otherwise specified)

2023

January 9

December 22

February 13

January 27

March 13

February 24

April 10

March 24

May 8

April 21

June 12

May 26

July 10

June 23

August 7

July 21

September 11

August 25

October 2*

(moved due to Columbus Day/Indigenous Peoples' Day)
September 15

November 13

October 27

December 11

November 24

JANUARY

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MEMORANDUM

Date: February 2, 2021
To: Mayor and City Council
From: Joseph Kohlgraf, Public Works Director
RE: Taxilane Reconstruction Design Proposal 2023

SUMMARY

Consider approval of engineering and construction admin services for a Taxilane reconstruction agreement at the Mora Municipal Airport for the year 2023.

BACKGROUND INFORMATION

The Mora Municipal Airport CIP lays out projects/improvements from year to year to follow a cycle of maintenance and improvement programs. Following the Mora Municipal Airport CIP, we are scheduled for the Taxilane reconstruction around the hanger section and fuel area. This area needs repair due to the age and condition of this area.

OPTIONS & IMPACTS

Approval means funding from outside sources (FAA) that will offset the City's cost. At this time, it is figured at 90% FAA, 5% state and 5% local with a cost of \$3,490.00. These costs have been referenced as Federally eligible with local funds at \$1,930.00 and Federally Ineligible with local funds at \$1,560.00

Do nothing currently. The city would be responsible for funding if the project is not completed. Materials needed would be purchased and contracted through the city at full cost.

RECOMMENDATIONS

Motion to approve contract with SEH for the Taxilane Reconstruction Design engineering proposal request.

Attachments

- 1- 2023 services agreement and outline map



December 1, 2022

RE: City of Mora
Mora Municipal Airport
2023 Taxilane Reconstruction

Glenn Anderson
City Administrator
City of Mora
101 Lake Street South
Mora, MN 55051

Dear Glenn:

Thank you for choosing SEH for engineering and planning services at the Mora Municipal Airport. We are pleased to present a proposal for design and construction engineering services for the 2023 Taxilane Reconstruction project.

Enclosed is a copy of our proposal. If acceptable, please sign where indicated. Please keep a copy for City records and then return an electronic copy to my attention at lreidt@sehinc.com. I will forward the contract electronically to Dan Boerner, MnDOT Office of Aeronautics, as part of the grant application process.

Please contact me at 763.370.4055 if you have any questions or comments. We look forward to working with you on this project.

Sincerely,

A handwritten signature in blue ink that reads "Lindsay R. Reidt".

Lindsay Reidt, PE (MN)
Professional Engineer, Airport Planning and Design

Enclosure: Contract Agreement, Scope of Services, Estimated Hours and Fees

X:\KOMMORA0\Common\Airport\PM\2023 Taxilane

ARCHITECT/ENGINEER AGREEMENT
Between

City of Mora, Minnesota

(OWNER)

and

Short Elliott Hendrickson Inc.

(CONSULTANT)

for

PROFESSIONAL SERVICES

THIS AGREEMENT made and entered into this _____ day of _____, 20____, by and between the City of Mora, Minnesota, hereinafter referred to as the OWNER, and Short Elliott Hendrickson Inc.® (SEH), with a regular place of business at 3535 Vadnais Center Drive, St. Paul, Minnesota 55110, hereinafter referred to as the CONSULTANT.

WITNESSETH:

That the OWNER and CONSULTANT, for the consideration hereinafter named, agree as follows:

ARTICLE 1. GENERAL DESCRIPTION OF WORK TO BE DONE

The OWNER agrees to and hereby does retain and employ CONSULTANT and CONSULTANT agrees to perform Architectural, Engineering and/or other Professional Services for the project at the Mora Municipal Airport, entitled:

2023 Taxilane Reconstruction

hereinafter referred to as the Project.

The Project and those services to be performed hereunder are more particularly described in ATTACHMENT A, a part hereof, and may be financed in part by grant-in-aid programs of the Minnesota Department of Transportation (Mn/DOT), Office of Aeronautics, and/or the Federal Aviation Administration (FAA) as described in Article 14.

ARTICLE 2. PERIOD OF SERVICE

Compensation for CONSULTANT'S services as provided elsewhere in this Agreement has been agreed to in anticipation of an orderly and continuous progress of CONSULTANT'S services through completion. In this regard, if the services covered by this Agreement have not been completed within 12 months of the date hereof, through no fault of CONSULTANT, any lump sum or maximum payment amounts shall be equitably adjusted.

ARTICLE 3. COMPENSATION TO CONSULTANT

A. Compensation to CONSULTANT for services described in this Agreement shall be on a Lump Sum basis, Cost Reimbursement Plus Fixed Fee basis and/or an Hourly Rate basis, as designated in the box below, and in ATTACHMENT B and as hereinafter described.

1. A Lump Sum method of payment for CONSULTANT'S services shall typically apply to all or parts of a work scope here CONSULTANT'S tasks can be readily defined and/or where the level of effort required to accomplish such tasks can be estimated with a reasonable degree of accuracy. The OWNER shall make monthly payments to CONSULTANT within 30 calendar days of date of invoice based on an estimated percentage of completion of CONSULTANT'S services.

Reimbursement for Direct Expenses incurred in the performance of the work shall be included in the Lump Sum amount, unless otherwise set forth in ATTACHMENT B.

2. A Cost Reimbursement Plus Fixed Fee method of payment for CONSULTANT'S services shall typically apply to all or parts of work scope where CONSULTANT'S tasks cannot be readily defined and/or where the level of effort required to accomplish such tasks cannot be established with any reasonable degree of accuracy. Under a Cost Reimbursement Plus Fixed Fee method of payment, the CONSULTANT shall be paid for the actual costs of providing required services plus a fixed fee payment as defined in FAA Advisory Circular 150/5100-14B, dated November 21, 1988, and as further defined as follows:

- a. Direct Salary Costs incurred by CONSULTANT for employee's time directly chargeable to the Project, and in accordance with the CONSULTANT'S SALARY SCHEDULE included in ATTACHMENT B. Periodic revisions to the schedule may be made and any such revisions shall be submitted by CONSULTANT to the OWNER for approval.
- b. Overhead Costs including overhead on direct labor including, but not limited to, employment taxes, fringe benefits, holidays, vacation, and sick leave and all allowable general and administrative overhead costs. Overhead Costs shall be calculated as a percentage of Direct Salary Costs, with such percentage based on CONSULTANT'S audited records. The Overhead Rate to be applied to this Agreement and any special provisions relating thereto shall be set forth in ATTACHMENT B.
- c. Direct Non-Salary Expenses incurred by CONSULTANT for costs directly chargeable to the project, including but not limited to:
 - 1) Travel and subsistence.
 - 2) Computer services.
 - 3) Outside professional and technical services.
 - 4) Identifiable reproduction and reprographic charges.
 - 5) Expendable field supplies and special field equipment rental.
 - 6) Other acceptable costs for such additional items and services as may be required by the OWNER to fulfill the terms of this Agreement.
- d. Fixed Fee. In addition to the above reimbursement of costs, CONSULTANT shall be paid a fixed fee in the amount set forth in Attachment B. It is agreed that the fixed fee will be subject to adjustment in case of a work scope change, abandonment of the work prior to completion, or deletion of specific tasks.

The OWNER shall make monthly payments to CONSULTANT within 30 calendar days of date of invoice based on computations made in accordance with the above charges for services provided and expenses incurred to date, including a proportionate amount of the fixed fee. Invoices shall be accompanied by supporting evidence as required.

3. If no Federal funds are involved in this Agreement, an Hourly Rate method of payment for CONSULTANT'S services may be utilized as an alternative to the Lump Sum or Cost Reimbursement Plus Fixed Fee methods. Under an Hourly Rate method of payment, CONSULTANT shall be paid for the actual hours worked on the Project by CONSULTANT'S technical personnel times an hourly billing rate established for each employee. Hourly billing rates shall include compensation for all salary costs, payroll burden, general and administrative overhead and professional fee. A rate schedule shall be furnished by CONSULTANT to OWNER upon request.

In addition to the foregoing, CONSULTANT shall be reimbursed at cost for the following Direct Expenses when incurred in the performance of the work:

- a. Travel and subsistence.
- b. Computer services.
- c. Owner approved outside professional and technical services.
- d. Identifiable reproduction and reprographic charges.
- e. Expendable field supplies and special field equipment rental.
- f. Other acceptable costs for such additional items and services as may be required by the Owner to fulfill the terms of this Agreement.

The OWNER shall make monthly payments to CONSULTANT within 30 calendar days of date of invoice based on computations made in accordance with the above charges for services provided and expenses incurred to date, accompanied by support evidence as required.

- B. The OWNER, The Mn/DOT, Office of Aeronautics, the FAA, or their authorized representatives shall have access to CONSULTANT'S records for the purpose of accounting and audit. The CONSULTANT shall maintain all records relative to this Agreement for a period of not less than three years, subsequent to the OWNER'S final payment to CONSULTANT and until the project is financially closed-out by the FAA.

ARTICLE 4. EXTRA WORK AND SERVICES NOT INCLUDED IN THIS CONTRACT

If CONSULTANT is of the opinion that any services it has been directed to perform is beyond the Scope of this Agreement, or that the level of effort required significantly exceeds that estimated due to changed conditions and thereby constitutes extra work, it shall promptly notify the OWNER of that fact. Extra work, additional compensation for same, and extension of time for completion shall be covered by a Supplemental Agreement entered into by both parties and approved by Mn/DOT and FAA, prior to proceeding with any extra work or related expenditures.

ARTICLE 5. ABANDONMENT, CHANGE OF PLAN AND TERMINATION

Either Party has the right to terminate this Agreement upon seven calendar days' written notice. In addition, the OWNER may at any time, reduce the scope of this Agreement. Such reduction in scope shall be set forth in a written notice from the OWNER to CONSULTANT. In the event of unresolved dispute over change in scope or changed conditions, this Agreement may also be terminated, upon seven calendar days' written notice as provided above.

In the event of termination, all documents finished or unfinished, prepared by CONSULTANT under this Agreement shall be made available by CONSULTANT to the OWNER pursuant to Article 7, and there shall be no further obligation of the OWNER to CONSULTANT under this Agreement, except for payment of amounts due and owing for work performed and expenses incurred to the date and time of termination, computed in accordance with Article 3.

In the event of a reduction in scope of the Project work, CONSULTANT shall be paid for the work performed and expenses incurred on the project work thus reduced and for any completed and abandoned work for which payment has not been made, computed in accordance with Article 3.

ARTICLE 6. DISPUTE RESOLUTION

In the event of an irreconcilable dispute under this Agreement, which is not resolvable through informal means, the parties may, upon written agreement, submit to the resolution process set out in this provision. Once the parties have agreed to the resolution process, each party shall have seven (7) calendar days to designate one representative, who shall have authority to act on this Agreement. If either party fails within that time to inform the other party in writing of its designation, the other party is free to pursue all other legal and equitable remedies. Within ten (10) calendar days of designation of the representative, the representatives shall meet and shall entertain such presentation of testimony and other evidence as the CONSULTANT and the OWNER may wish to present with respect to the dispute. Within seven (7) calendar days after the close of such presentation, the representative shall resolve the dispute or either party is free to pursue all other legal and equitable remedies. When the representatives resolve the dispute, their decision shall be final and conclusive. Should the representatives be unable to agree on a resolution of the dispute, then the parties are free to pursue all other legal and equitable remedies. Each party's costs for the dispute resolution shall be borne by the respective party.

If the parties do not agree in writing to the resolution process set out above, either party is entitled to pursue any other legal or equitable remedies available.

ARTICLE 7. DISPOSITION OF PLANS, REPORTS, AND OTHER DATA

At the time of completion or termination of the work, CONSULTANT shall make available to the OWNER, all maps, tracings, reports, resource materials and other documents pertaining to the work or to the Project. All such documents are not intended or represented to be suitable for reuse by the OWNER or others on extension of the Project or any other project. Any reuse without written verification or adaptation by CONSULTANT for the specific purpose intended will be at OWNER'S sole risk and without liability or legal exposure to CONSULTANT. In this regard, the OWNER will indemnify and hold harmless CONSULTANT from any and all suits or claims of third parties arising out of such reuse, which is not specifically verified, adapted or authorized by CONSULTANT.

ARTICLE 8. DOCUMENTS FORMING THE CONTRACT

The contract documents shall be deemed to include this Agreement with all accompanying attachments of part hereof.

ARTICLE 9. OWNER'S RESPONSIBILITY

- A. To permit CONSULTANT to perform the services required hereunder, the OWNER shall supply in proper time and sequence, the following at no expense to CONSULTANT.
 - 1. Provide all necessary information regarding its requirements as necessary for orderly progress of the work.

2. Designate in writing, a person to act as OWNER'S representative with respect to the services to be rendered under this Agreement. Such person shall have authority to transmit instructions, receive instructions, receive information, interpret, and define OWNER'S policies with respect to CONSULTANT'S services.
3. Furnish, as required for performance of CONSULTANT'S services (except to the extent provided otherwise in ATTACHMENT A), data prepared by or services of others, including without limitation, core borings, probings and subsurface explorations, hydrographic and geohydrologic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; and other special data not covered in ATTACHMENT A.
4. Provide access to, and make all provisions for CONSULTANT to enter upon publicly- and privately-owned property as required to perform the work.
5. Act as liaison with other agencies to carry out necessary coordination and negotiations; furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
6. Examine all reports, sketches, drawings, specifications and other documents prepared and presented by CONSULTANT, obtain advice of an attorney, insurance counselor or others as OWNER deems necessary for such examination and render in writing, decisions pertaining thereto within a reasonable time so as not to delay the services of CONSULTANT.
7. Give prompt written notice to CONSULTANT whenever OWNER observes or otherwise becomes aware of any development that affects the scope or timing of CONSULTANT'S services or any defect in the work of Construction Contractor(s), Consultants or CONSULTANT.
8. Initiate action, where appropriate, to identify and investigate the nature and extent of asbestos and/or pollutant in the Project and to abate and/or remove the same as may be required by federal, state or local statute, ordinance, code, rule, or regulation now existing or hereinafter enacted or amended. For purposes of these General Provisions, "pollution" shall mean any solid, liquid, gaseous, or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Hazardous or toxic waste means any substance, waste, pollutant or contaminant now or hereafter included within such terms under any federal, state or local statute, ordinance, code, rule or regulation now existing or hereinafter enacted or amended.

If CONSULTANT encounters, or reasonably suspects that it has encountered, asbestos, or pollution, including soil contamination in the project area, CONSULTANT shall cease activity in said area and promptly notify the OWNER who shall proceed as set forth above. Unless otherwise specifically provided in ATTACHMENT A, the services to be provided by CONSULTANT do not include identification of asbestos or pollution, including soil contamination and CONSULTANT has no duty to identify or attempt to identify the same in the project area.

9. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as OWNER may require or CONSULTANT may reasonably request with regard to legal issues pertaining to the Project and such auditing services as OWNER may require to ascertain how or for what purpose any Contractor has used the monies paid under the construction contract.

10. Provide such inspection services (except to the extent provided otherwise in ATTACHMENT A) as OWNER may require to ascertain that Contractor (s) are complying with any law, rule, regulation, ordinance, code or order applicable to their furnishing and performing the work.
 11. Provide "record" drawings and specifications for all existing physical plants or facilities which are pertinent to the Project.
 12. Provide written notice to CONSULTANT when the project has been financially closed-out by FAA.
 13. Provide other services, materials, or data as may be set forth in ATTACHMENT A.
- B. CONSULTANT shall be entitled to rely on the accuracy and completeness of information or services furnished by the OWNER. If CONSULTANT finds that any information or services furnished by the OWNER is in error or is inadequate for its purpose, CONSULTANT shall promptly notify the OWNER.

ARTICLE 10. OPINIONS OF COST

Opinions of probable project cost, construction cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and maintenance costs provided for in ATTACHMENT A, a part hereof, are to be made on the basis of CONSULTANT'S experience and qualifications and represent CONSULTANT'S best judgement as an experienced and qualified design professional. It is recognized, however, that CONSULTANT does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or contractor's methods of determining their prices, and that any evaluation of any facility to be constructed or reacquired, or work to be performed on the basis of CONSULTANT'S cost opinions, must of necessity, be speculative until completion of construction or acquisition. Accordingly, CONSULTANT cannot and does not guarantee that proposals, bids, or actual costs will not substantially vary from opinions, evaluations or studies submitted by CONSULTANT to OWNER hereunder.

ARTICLE 11. CONSTRUCTION PHASE SERVICES

OWNER acknowledges that it is customary for the architect or engineer who is responsible for the preparation and furnishing of Drawings and Specifications and other construction-related documents to be employed to provide professional services during the Bidding and Construction Phases of the Project, (1) to interpret and clarify the documentation so furnished and to modify the same as circumstances revealed during bidding and construction may dictate, (2) in connection with acceptance of substitute or equal items of materials and equipment proposed by bidders and contractor(s), (3) in connection with approval of shop drawings and same submittals, and (4) as a result of and in response to CONSULTANT'S detecting in advance of performance of affected work inconsistencies or irregularities in such documentation. OWNER agrees that if CONSULTANT is not employed to provide such professional services during the Bidding (if the work is put out for bids) and the Construction Phases of the Project, CONSULTANT will not be responsible for, and OWNER shall indemnify and hold CONSULTANT (and CONSULTANT'S professional associates and consultants) harmless from, all claims, damages, losses and expenses including attorneys' fees arising out of, or resulting from, any interpretation, clarification, substitution acceptance, shop drawing or sample approval or modification of such documentation issued or carried out by OWNER or others. Nothing contained in this paragraph shall be construed to release CONSULTANT (or CONSULTANT'S professional associates or consultants) from liability for failure to perform in accordance with professional standards any duty or responsibility which CONSULTANT has undertaken or assumed under this Agreement.

ARTICLE 12. INSURANCE

CONSULTANT shall procure and maintain insurance for protection from claims against it under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims for damages against it because of injury to or destruction of property including loss of use resulting therefrom.

Also, CONSULTANT shall procure and maintain professional liability insurance for protection from claims arising out of performance of professional services caused by any negligent act, error, or omission for which CONSULTANT is legally liable. However, CONSULTANT hereby states and the OWNER acknowledges, that CONSULTANT has no professional liability (errors and omissions) or other insurance, and is unable to reasonably obtain such insurance, for claims arising out of the performance or failure to perform professional services, including but not limited to the preparation of reports, designs, drawings and specifications, related to the investigation, detection, abatement, replacement, modification, removal or disposal of (1) pollutants or of (2) products, materials or processes containing asbestos. Pollutants herein under (1) above meaning any solid, liquid, gaseous, or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Accordingly, the OWNER hereby agrees to bring no claim for non-negligent services, breach of contract, or other cause of action against CONSULTANT, its principals, employees, agents and consultants if such claim in any way arises out of the actual, alleged or threatened discharge, dispersal, release or escape of pollutants, or the investigation of or remedial work related to such pollutants or asbestos in the project. Certificates of insurance will be provided to the OWNER upon request.

ARTICLE 13. INDEPENDENT CONTRACTOR

The CONSULTANT in performance of work hereunder operates as an independent contractor and covenants and agrees that it will conduct itself consistent with such status, that is will neither hold itself out as nor claim to be an officer or employee of the OWNER by reason hereof, and that it will not by reason hereby, make any claim, demand or shall it apply for any right or privilege applicable to an officer or employee of the OWNER, including, but not limited to, worker's compensation coverage, unemployment insurance benefits, social security coverage or retirement membership or credit.

ARTICLE 14. FEDERAL AND STATE PARTICIPATION

Work performed under this Agreement may be financed in part by State and Federal funds. However, payments to CONSULTANT will be made by the OWNER.

The State of Minnesota and the United States are not parties to this Contract and no reference herein to the Mn/DOT, Office of Aeronautics, and to the FAA or any representatives thereof makes the State of Minnesota or the United States a party to the Contract.

ARTICLE 15. COVENANT AGAINST CONTINGENT FEES

The CONSULTANT warrants that no person or legal entity has been employed or retained to solicit or secure this contract upon an Agreement or understanding for a commission, percentage, brokerage, or contingent fee excepting bona-fide employees or bona-fide established commercial or selling agencies maintained by CONSULTANT for the purpose of securing business. For breach or violation of this warranty, the OWNER shall have the right to annul this Agreement without liability or in its discretion to deduct from payment to CONSULTANT the full amount of each commission, percentages, brokerage, or contingent fee.

ARTICLE 16. FEDERAL CONTRACT CLAUSES

If this Agreement is to be financed in part by Federal funds, certain federally-required, contract clauses must be incorporated. These federally-required, contract clauses, included as ATTACHMENT C, are hereby incorporated herein and made a part of this Agreement. The ATTACHMENT C incorporated is for Non-Construction Contract of (check as appropriate):

- \$10,000 or less
- \$10,001 to \$25,000
- \$25,001 to \$100,000 or
- \$100,001 and over

The term "contractor" as used in said ATTACHMENT is understood to mean CONSULTANT.

ARTICLE 17. ASSIGNMENT

This Agreement, being intended to secure the personal service of the individuals employed by and through whom CONSULTANT performs work hereunder, shall not be assigned, sublet or transferred without written consent of the OWNER.

ARTICLE 18. NOTICES

All notices required by law or by this Agreement to be given to the CONSULTANT must be written and may be given personally or by depositing the same in the United States mail, postage prepaid, and addressed to CONSULTANT at such premises and at the following address:

Short Elliott Hendrickson Inc.
3535 Vadnais Center Drive
St. Paul, Minnesota 55110

All notices required or permitted to be given to the OWNER hereunder shall be given by United States mail, postage prepaid, and addressed to:

Glenn Anderson
City Administrator
101 Lake Street South
Mora, Minnesota 55051

Notice shall be deemed given as of the date said notice is deposited in the mail or personally delivered.

The parties must notify each other promptly in the event of a change in name or address.

ARTICLE 19. CONTROLLING LAW

This Agreement is to be governed by the laws of the State of Minnesota.

ARTICLE 20. SPECIAL CONDITIONS

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

City of Mora, MN

OWNER

Short Elliott Hendrickson Inc.

CONSULTANT

By _____

By _____

Attest _____

Attachments: A, B, C

ATTACHMENT A-1
Mora Municipal Airport (JMR)
2023 Taxilane Reconstruction
Scope of Work
Schedule A (FAA Eligible Tasks)
(Final Design, Plans and Specifications, and
Bidding Documents)

PROJECT SCOPE:

This project consists of pavement reconstruction of the north taxilane pavement, Taxilanes Alpha and Delta. The existing pavement has reached the end of its useful life and is in very poor to failing condition according to the 2017 PCI report completed for MNDOT Office of Aeronautics. The existing pavement and base materials will be removed and replaced with new materials meeting current design standards and specifications.

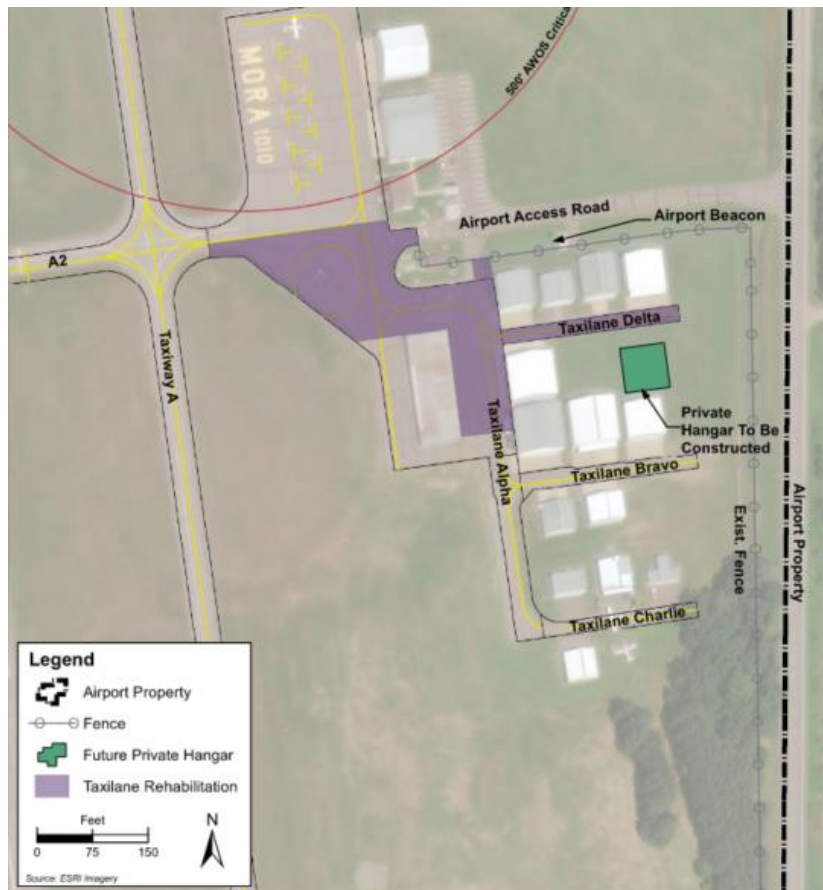


Figure 1: 2023 Taxilane Reconstruction

SCOPE OF SERVICES:

Services to be provided include program coordination, project formulation, engineer's design report, final design, bidding services, subcontractor coordination, and project management. Deliverables will include final plans and specifications for a 2023 construction project. (Construction observation, administration services, and closeout report are NOT included in this scope.)

Specific tasks to be performed by the Consultant are as follows:

1. Scoping, Review and Project Coordination: Detailed project scoping, including review and coordination with MnDOT, FAA, and other regulatory agencies. Update scope, as needed, based on input received.
2. Project Formulation: Completion of the project and grant pre-application, cost breakdowns and eligibility determinations. The required categorical exclusion (CATEX) checklist and letter will also be submitted to the FAA for approval.
3. Engineer's Design Report (EDR): An engineer's design report will be completed per FAA requirements. An initial draft version of the EDR will be completed and sent to the FAA for review and comments. Comments provided by the FAA will be addressed and resubmitted as the final design report.
4. Topographical Survey: A comprehensive field survey will be completed to obtain topographical information including existing equipment and relevant ground elevations.
5. Construction Safety Plan/Airspace Analysis: A construction safety and phasing plan will be prepared for the Project and submitted to the FAA. A safety plan and compliance document form and an airspace analysis during construction will be submitted with the safety plan.
6. Detailed Design: Detailed design includes the taxilanes design, drainage, pavement design, and typical sections.
7. Construction Plans: Prepare construction drawings consisting of approximately the following plan sheets:
 - Title sheet
 - Construction Safety Plan
 - Construction Phasing Plan
 - Statement of Estimated Quantities
 - Details, Standard Plates, and Construction Notes
 - Demolition Plan
 - Erosion Control Plan and Details
 - Typical Section(s)
 - SWPPP
 - Site Plan Drawings
 - Plan and Profile Drawings
8. Quantity Calculations and Cost Estimates: Quantities will be calculated for use on the bid form and for updating the construction cost estimates.
9. Construction Bidding Documents: Prepare a bid proposal project manual consisting of advertisement for bids, table of contents, MnDOT / FAA requirements, proposal documents, specifications, special provisions, wage rates and schedule of prices.
10. Quality Control Review: Provide quality control review and final review of the plans and specifications. QA/QC includes the time required by the Consultant for the overall administration of the project, including internal meetings; quality control and assurance; reviews; and coordination with the Owner, FAA, MnDOT, and other regulatory agencies and utilities.
11. Bidding and Award: Respond to questions from prospective bidders and issue addenda as needed. Assist the sponsor with obtaining construction bids for project, including arranging for bid advertisement, attending bid opening and tabulating bid results. Provide a recommendation of award of contractor to the Sponsor and assist with requesting an FAA and State grant for the project.

12. Subcontractor Coordination: Scheduling, coordination, project site escorting, and review of subcontractor deliverables, including subcontracts, reports and design data.
13. Project Management: Overall administration of the project, including internal and external meetings, coordination of plan and specification review with the Owner, MnDOT Office of Aeronautics, FAA, and other regulatory agencies as required.

Sub-consultants performing work under this proposal include the following:

1. Braun Intertec. Standard penetration soil borings, and a geotechnical analysis will be performed by Braun Intertec, of St. Cloud, Minnesota.

PROJECTED SUBMITTAL DATES:

The anticipated submittal dates are:

December 2022	Consideration of Design Proposal
January 26, 2023	90% FAA Submittal
February 2, 2023	Advertisement for Bids
March 2, 2023	Bid Opening
March 21, 2023	Contract Award Recommendation
April 2023	Final Grant Request Application Submittal to FAA
April 2023	Design Work Completed

ATTACHMENT A-2
Mora Municipal Airport (JMR)
2023 Taxilane Reconstruction
Scope of Work
Schedule B (FAA Ineligible Tasks)
(Final Design, Plans and Specifications, and
Bidding Documents)

General – Schedule B reflects the same overall project description as Schedule A, but specifically focuses on the portion of the tasks that are not federally eligible and required to complete the federally ineligible portions of work. These tasks include the design effort required to construct the taxilanes outside the federally eligible areas.

(The Construction Administration scope items will be included in a subsequent work order.)

Specific tasks to be performed by the Consultant are as follows:

1. Scoping, Review, and Project Coordination: Detailed project scoping, including review and coordination with MnDOT, FAA, and other regulatory agencies. Update scope, as needed, based on input received.
2. Project Formulation: Completion of the project and grant pre-application, cost breakdowns and eligibility determinations. The required categorical exclusion (CATEX) checklist and letter will also be submitted to the FAA for approval.
3. Engineer's Design Report (EDR): An engineer's design report will be completed per FAA requirements. An initial draft version of the EDR will be completed and sent to the FAA for review and comments. Comments provided by the FAA will be addressed and resubmitted as the final design report.
4. Detailed Design/Construction Plans: Detailed design includes the taxilane design and associated construction plans. A few of the plan sheets will require additional effort to create for the additional ineligible pavement areas.
5. Project Management: Overall administration of the project, including internal and external meetings, coordination of plan and specification review with the Owner, MnDOT Office of Aeronautics, FAA, and other regulatory agencies as required.

ESTIMATED FEES AND EXPENSES - FAA ELIGIBLE
ATTACHMENT B-1
2023 TAXILANE RECONSTRUCTION
FINAL DESIGN, PLANS, AND SPECIFICATIONS
MORA MUNICIPAL AIRPORT

Task No.	Task Description	Project Manager	Project Engineer	Senior Technician	Survey Crew Chief	Administrative Assistant
1.	Scoping, Review, and Project Coordination	1	1			1
2.	Project Formulation	1	1			1
3.	Engineer's Design Report (EDR)	1	5			
4.	Topographical Survey		8		8	
5.	Construction Safety Plan/Airspace Analysis	2	4	4		
6.	Detailed Design	2	25	4		
7.	Construction Plans	3	55	20		
8.	Quantity Calculations and Cost Estimates	2	4	1		
9.	Construction Bidding Documents	2	6	1		2
10.	Quality Control Review	2	4			2
11.	Bidding and Award	2	4			
12.	Subcontractor Coordination	2	4			2
13.	Project Management	5	4			2
	Total Hours per Labor Category	25	125	30	8	10

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Project Manager	25	\$73.47	\$1,836.75
Project Engineer	125	\$47.90	\$5,987.50
Senior Technician	30	\$44.35	\$1,330.50
Survey Crew Chief	8	\$42.44	\$339.52
Administrative Assistant	10	\$32.45	\$324.50
Total Direct Labor Costs:	198		\$9,818.77
Direct Salary Costs plus Overhead (72%)			\$16,888.28
Total Labor Costs			\$26,707.05

Fixed Fee on Labor Costs (15%)

\$4,006.06

ESTIMATE OF EXPENSES:

Direct Expenses	Quantity	Rate	Extension
Survey Equipment (GPS)	8	\$35.00	\$280.00
Survey Van	8	\$5.00	\$40.00
Employee Mileage	750	\$0.62	\$465.00
Equipment Usage	198	\$5.80	\$1,148.40
Geotechnical Investigation (Braun Intertec)	1	\$5,860.00	\$5,860.00
Reproductions / Miscellaneous	1	\$100.00	\$100.00
Total Expenses			\$7,893.40

SUMMARY:

Total Labor Costs + Expenses + Fixed Fees

\$38,606.51

Estimated Total

\$38,600.00

**ESTIMATED FEES AND EXPENSES - FAA INELIGIBLE
ATTACHMENT B-2
2023 TAXILANE RECONSTRUCTION
FINAL DESIGN, PLANS, AND SPECIFICATIONS
MORA MUNICIPAL AIRPORT**

Task No.	Task Description	Project Manager	Project Engineer	Senior Technician	Admin Technician			
1.0	Scoping, Review, and Project Coordination	1	1		1			
2.0	Project Formulation	1	1					
3.0	Engineer's Design Report (EDR)	1	1					
4.0	Detailed Design/Construction Plans	1	12	10				
5.0	Project Management	1			1			
Total hours per labor category		5	15	10	2			

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Project Manager	5	\$73.47	\$367.35
Project Engineer	15	\$47.90	\$718.50
Senior Technician	10	\$42.44	\$424.40
Admin Technician	2	\$32.45	\$64.90
Total Direct Labor Costs:	32		\$1,575.15
Direct Salary Costs plus Overhead (72%)			\$2,709.26
Total Labor Costs			\$4,284.41
Fixed Fee on Labor Costs (15%)			\$642.66

ESTIMATE OF EXPENSES:

Direct Expenses	Quantity	Rate	Extension
Employee Mileage	100	\$0.62	\$62.00
Equipment Usage	32	\$3.00	\$96.00
Reproductions / Miscellaneous	1	\$100.00	\$100.00
Total Expenses			\$258.00

SUMMARY:

Total Labor Costs + Expenses + Fixed Fee	\$5,185.07
Estimated Total	\$5,200.00

ATTACHMENT C

ACCESS TO RECORDS AND REPORTS

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the sponsor, the Federal Aviation Administration, and the Comptroller General of the United States or any of their duly authorized representatives, access to any books, documents, papers, and records of the contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

BREACH OF CONTRACT TERMS

Any violation or breach of terms of this contract on the part of the contractor or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide Consultant written notice that describes the nature of the breach and corrective actions the Consultant must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Contractor until such time the Contractor corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the Consultant must correct the breach. Owner may proceed with termination of the contract if the Consultant fails to correct the breach by deadline indicated in the Owner's notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

GENERAL CIVIL RIGHTS PROVISIONS

The contractor agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the contractor and subtier contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

Title VI Solicitation Notice:

The **Sponsor**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Compliance with Nondiscrimination Requirements

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts And Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be

notified by the contractor of the contractor's obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.

4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts And Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Title VI List of Pertinent Nondiscrimination Acts and Authorities

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;

- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

CLEAN AIR AND WATER POLLUTION CONTROL

Contractor agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 U.S.C. § 740-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251-1387). The Contractor agrees to report any violation to the Owner immediately upon discovery. The Owner assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

Contractor must include this requirement in all subcontracts that exceeds \$150,000.

CERTIFICATION OF OFFERER/BIDDER REGARDING DEBARMENT

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

CERTIFICATION OF LOWER TIER CONTRACTORS REGARDING DEBARMENT

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”, must verify each lower tier participant of a “covered transaction” under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract

If the FAA later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

DISADVANTAGED BUSINESS ENTERPRISES

Contract Assurance (§ 26.13) - The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.

Prompt Payment (§26.29) - The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than {specify number} days from the receipt of each payment the prime contractor receives from {Name of recipient}. The prime contractor agrees further to return retainage payments to each subcontractor within {specify the same number as above} days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the {Name of Recipient}. This clause applies to both DBE and non-DBE subcontractors.

A1.1.1 RACE/GENDER NEUTRAL LANGUAGE

The requirements of 49 CFR part 26 apply to this contract. It is the policy of the Sponsor to practice nondiscrimination based on race, color, sex or national origin in the award or performance of this contract. The Owner encourages participation by all firms qualifying under this solicitation regardless of business size or ownership.

TEXTING WHEN DRIVING

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), the FAA encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the substance of this clause in all sub-tier contracts exceeding \$3,500 and involve driving a motor vehicle in performance of work activities associated with the project.

ENERGY CONSERVATION REQUIREMENTS

Contractor and Subcontractor agree to comply with mandatory standards and policies relating to energy efficiency as contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201*et seq*).

FEDERAL FAIR LABOR STANDARDS ACT

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

The Consultant has full responsibility to monitor compliance to the referenced statute or regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division

CERTIFICATION REGARDING LOBBYING

The bidder or offeror certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

OCCUPATIONAL SAFETY AND HEALTH ACT

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Contractor must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Contractor retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

RIGHTS TO INVENTIONS

Contracts or agreements that include the performance of experimental, developmental, or research work must provide for the rights of the Federal Government and the Owner in any resulting invention as established by 37 CFR part 401, Rights to Inventions Made by Non-profit Organizations and Small Business Firms under Government Grants, Contracts, and Cooperative Agreements. This contract incorporates by reference the patent and inventions rights as specified within in the 37 CFR §401.14. Contractor must include this requirement in all sub-tier contracts involving experimental, developmental or research work.

CERTIFICATION OF OFFERER/BIDDER REGARDING TAX DELINQUENCY AND FELONY CONVICTIONS

The applicant must complete the following two certification statements. The applicant must indicate its current status as it relates to tax delinquency and felony conviction by inserting a checkmark (✓) in the space following the applicable response. The applicant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

Certifications

- a) The applicant represents that it is () is not (✓) a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- b) The applicant represents that it is () is not (✓) is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

Note

If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the sponsor has received notification from the agency suspension and debarment official (SDO) that the SDO has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The applicant therefore must provide information to the owner about its tax liability or conviction to the Owner, who will then notify the FAA Airports District Office, which will then notify the agency's SDO to facilitate completion of the required considerations before award decisions are made.

Term Definitions

Felony conviction: Felony conviction means a conviction within the preceding twentyfour (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 U.S.C. § 3559.

Tax Delinquency: A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

Termination for Convenience (Professional Services)

The Owner may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Owner, the Contractor must immediately discontinue all services affected.

Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

Termination for Default (Professional Services)

Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach.

The terminating party must provide the breaching party [7] days advance written notice of its intent to terminate the Agreement. The notice must specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

a) **Termination by Owner:** The Owner may terminate this Agreement in whole or in part, for the failure of the Consultant to:

1. Perform the services within the time specified in this contract or by Owner approved extension;
2. Make adequate progress so as to endanger satisfactory performance of the Project;
3. Fulfill the obligations of the Agreement that are essential to the completion of the Project.

Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

If, after finalization of the termination action, the Owner determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the Owner issued the termination for the convenience of the Owner.

b) **Termination by Consultant:** The Consultant may terminate this Agreement in whole or in part, if the Owner:

1. Defaults on its obligations under this Agreement;
2. Fails to make payment to the Consultant in accordance with the terms of this Agreement;
3. Suspends the Project for more than [180] days due to reasons beyond the control of the Consultant.

Upon receipt of a notice of termination from the Consultant, Owner agrees to cooperate with Consultant for the purpose of terminating the agreement or portion thereof, by mutual consent. If Owner and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Owner's breach of the contract.

In the event of termination due to Owner breach, the Engineer is entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. Owner agrees to hold

Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

TRADE RESTRICTION CERTIFICATION

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror

- a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (U.S.T.R.);
- b. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the U.S.T.R; and
- c. has not entered into any subcontract for any product to be used on the Federal on the project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to an Offeror or subcontractor:

- (1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R. or
- (2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such U.S.T.R. list or
- (3) who incorporates in the public works project any product of a foreign country on such U.S.T.R. list;

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by U.S.T.R, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

VETERAN'S PREFERENCE

In the employment of labor (excluding executive, administrative, and supervisory positions), the contractor and all sub-tier contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 U.S.C. 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.



MEMORANDUM

Date: December 20, 2022
To: Mayor and City Council
From: Natasha Segelstrom, Administrative Services Director
Sara B. King, Accountant
RE: Adopt 2023 Budget, Tax Levy, CIP, and Fee Schedule

SUMMARY

The City Council will review and adopt the 2023 budget, tax levy, capital improvement plan (CIP), and fee schedules.

BACKGROUND INFORMATION

2023 Budget

Attached for review and approval is the 2023 final budget. Significant changes in the budget include:

Expenditures

- 3.0% COLA salary increase, approved on November 16th
- An increase in various dues and subscriptions and professional development.
- An increase in workers compensation insurance.
- An increase in advertising fees for recruitment.
- An increase in aquatic center miscellaneous repair/maintenance and security camera system.
- An increase in miscellaneous material/playground equipment sealant for parks.
- An increase in motor vehicle fuel.
- An increase in fuel for resale at airport.
- A decrease in landscaping material at liquor store.
- An increase in advertising for the liquor store.
- An increase in payment processing expenses for the liquor store.

Revenues

- An increase of \$1.9% in Local Government Aid (LGA).
- Dividends and interest earnings continue to generate more revenue in this economy.
- A decrease in building permit revenue.
- An increase to liquor store revenues based on prior actual sales.

2023 Tax Levy

As previously presented, the proposed final levy is \$1,504,099, which is an \$309,580 or 25.92% increase over the 2022 levy. The proposed levy is comprised of the following:

- \$857,446.00 – General Fund tax levy
- \$222,041.00 – Capital Improvements tax levy
- \$4,000.00 – Tax Abatement tax levy

Memorandum

- \$420,612.00 – Debt Service tax levy

While staff understands the 2023 tax levy reflects a 25.92% increase, the city’s total tax capacity is estimated to increase by 16.81%, based on estimates from Kanabec County. Proposed property tax notices show a 7.8% increase in the city’s tax capacity rate.

Capital Improvement Plan

In addition to the operating budget the city has a capital improvement plan (CIP). Prior to 2020, we had not replaced capital assets and/or equipment necessary to provide services and complete projects. Because of this we are still faced with playing “catch up”. Items included for purchase in the 2023 CIP are as follows, in order of expense:

- Information Technology Server Replacement
- City Hall Roof Replacement
- Road Grader Replacement
- Medium Duty Dump Truck
- New Street Sweeper
- City Garage Roof Repair
- City Garage Heater
- Airport Fuel Line Upgrade
- Airport Taxi Lan Rehabilitation in building area.

2023 Schedule

The City Council must also adopt the 2023 fee schedules which is included in your packet for review. Changes to the fee schedules are:

- Updated labor and equipment rates
- Updated winter sand/salt mix
- Updated demolition permit
- Updated Mora Aquatic Center Swim Lesson Fee
- Updated Oakwood Cemetery Fees. Removing seasonal burial rates, updating stone location
- Updated storm water rates

The PUC finalized their proposed utility rates at their November 14th meeting. The impact of all utility rate changes is shown below on an average monthly household utility bill. The impact to an average utility customer for the rate increases in 2023 will be approximately \$42.24 per month.

Impact of 2023 Proposed Rates on an Average Monthly Household Utility Bill							
Service Charge	Usage	Units	2022	2023	Increase	Increase	
1 ELECTRIC RES	1040	kWh	109.08	132.64	23.56	21.60%	
20 WATER RES	5000	gal.	44.40	51.06	6.66	15.00%	
23 TEST FEE-WATER	1	fee	0.81	0.81	-		
30 SEWER RES	5000	gal.	58.77	67.59	8.82	15.00%	
71 STORM WATER	1	fee	5.81	6.10	0.29	5.00%	
2 ELEC TAX			8.04	9.78	1.74		
4 FRANCHISE FEE TO CITY			5.45	6.63	1.18		
			232.37	274.61	42.24	18.18%	

Memorandum

RECOMMENDATIONS

1. Motion to adopt the final 2023 budget and capital improvement plan as presented.
2. Motion to adopt Resolution 2022-1221 adopting the final tax levy as presented.
3. Motion to adopt the 2022 fee schedule ordinance as presented and direct staff to publish the summary fee schedule ordinance.

Attachments

2023 Final Budget Revenues/Expenditures
2023 Capital Improvement Plan
Resolution 2022-1221 Adopting Final Tax Levy
Proposed 2023 City Fee Schedule
Summary Ordinance for Publication
2023 Fee Schedule Ordinance Appendix A

RESOLUTION NO. 2022-1221

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA
APPROVING THE 2023 TAX LEVY**

BE IT RESOLVED by the City Council of the City of Mora, Kanabec County, Minnesota that the following sums of money be levied in 2022, collectable in 2023, upon taxable property in the City of Mora for the following purposes:

General Fund	\$857,446.00
Capital Improvements	\$222,041.00
Debt Service	\$420,612.00
Tax Abatement	\$4,000.00
Total Levy Amount	\$1,504,099.00

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 20th day of December, 2022.

Alan Skramstad, Mayor

ATTEST:

Natasha Segelstrom, City Clerk

CITY OF MORA 2023 Fee Schedules

**Adopted
December 20, 2022**

**Effective
January 1, 2023**

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GENERAL FEES

The following fees apply to all departments and operations:

NOTARY FEE no charge

NSF CHECK FEE..... \$30

PENALTIES

For delinquent bills per month..... 1.5%

For delinquent bills certified to taxes10.0%

PERMITS

For permits not otherwise described\$50

PHOTOCOPIES.....\$0.25

FAX CHARGES

Out per page\$1

In per page.....\$1

OUTSIDE CONSULTING SERVICES..... actual costs*

(i.e. legal, engineering, animal control, etc.) *Actual costs include administration and overhead costs.

ADMINISTRATION

ASSESSMENT SEARCH\$45

PRIVATE NON-PROFIT CONDUIT

FINANCING FEE.....1.0% face value of bonds

CANDIDATE FILING FEE\$20

BUSINESS LICENSES

Pawnbroker

Pawnbroker\$2,000

Investigation Fee\$500 (maximum)

Alcoholic Beverages

Liquor On-Sale.....\$2,200

Liquor On-Sale Sunday.....\$200

Liquor On-Sale Club (<200 members)\$300

Liquor On-Sale Club (201-500 ")\$500

Liquor On-Sale Club (501-1000 ")\$650

Liquor On-Sale Club (>1000 ").....\$800

City of Mora
2023 Fee Schedule

Consumption & Display	\$125
Temp Consumption & Display each	\$75
Temp Consumption & Display per day	\$15
3.2 Beer On-Sale	\$125
3.2 Beer Off-Sale	\$125
Wine On-Sale	\$375
Temp Liquor On-Sale each	\$75
Temp Liquor On-Sale per day	\$15
Temp 3.2 Beer On-Sale each	\$75
Temp 3.2 Beer On-Sale per day	\$15
Brew Pub (On-Sale)	\$2,200
Brew Pub (Off-Sale)	\$225
Brewer Taproom	\$500
Small Brewer Off-Sale	\$225
Investigation Fee (in state)	\$500 (maximum)
Investigation Fee (out of state)	\$10,000 (maximum)
Taxi	\$35
Tobacco	\$125
Gambling	
Permit	\$35
Investigation Fee	\$500
Solid Waste	
Mixed Municipal Solid Waste	
Collection	\$750
Roll-Off Service Collection	\$200
Sexually Oriented Businesses	
License	\$5,000
Investigation Fee (in state)	\$500 (maximum)
Investigation Fee (out of state)	\$10,000 (maximum)
Transient Merchants	
First Day	\$100
Each Additional Day	\$25
Annual Permit	\$300
Mobile Food Unit	\$75
Massage Therapist	
License	\$75
Investigation Fee	\$65
FACILITY RENTALS/ PUBLIC PROPERTY USE (PPUP)	
Reservation Cancellation Fee	\$20

City of Mora
2023 Fee Schedule

Application Late Fee.....	\$100
Jaycee's Ball Field (organized groups only)	
Adult Use Charge- (per home team).....	\$150
Youth/Mixed Registration (per league)	\$50
Youth/Mixed Use Charge (per week)	\$10
Daily Use	\$75
Nonprofit Daily Use	\$35
Library Meeting Room	
Individuals, Business, Fund Raising	
First 4 hours.....	\$75
Each additional hour	\$10
Non-Profit, Groups, Clubs, Public Agencies	
Cleaning fee.....	\$50
Kitchen.....	\$40
Park Shelters/Gazebo	
Reservation Fee	\$35
Public Performances/Events where no fee is charged or requested.....	waived
Memorial Garden.....	\$0
Level 1 PPUP Events	
Key Deposit (all facilities)	\$50
Level 2 PPUP Events	
Key Deposit (all facilities)	\$100
Street Closure/Parade	\$25
Traffic Control Devices.....	\$50
<i>Covers drop-off and pick-up at event site</i>	
Event Storage Fee	\$50
Garbage Removal/Event Clean-up.....	\$50 per hour
<i>Deducted from damage deposit</i>	

BUILDING DEPARTMENT

Building Permit Fee. The Building Permit Fee for building permits shall be as outlined in the following schedule.

TOTAL VALUATION	FEES
\$1 TO \$500	\$30.00
\$501 TO \$2,000	\$30.00 for the first \$500 plus \$2.75 for each additional \$100, or fraction thereof, to and including \$2,000
\$2,001 TO \$25,000	\$71.25 for the first \$2,000 plus \$12.50 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 TO \$50,000.....	\$358.75 for the first \$25,000 plus \$9.00 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 TO \$100,000.....	\$583.75 for the first \$50,000 plus \$6.25 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,000 TO \$500,000.....	\$896.25 for the first \$100,000 plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 TO \$1,000,000.....	\$2,896.25 for the first \$500,000 plus \$4.25 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,021.25 for the first \$1,000,000 plus \$2.75 for each additional \$1,000 or fraction thereof

Other Inspections and Fees

Inspection outside normal business hours; re-inspections; inspections for which no fee is specifically indicated; additional review required by changes, additions or revisions by Building Official.

Regular-time (per hour)	\$58
Over-time (per hour)	\$80

Special investigation fee equal to the amount of the permit fee and in addition to the permit fee.

Plan Review Fee. The Plan Review Fee for one and two family dwellings, apartments, town homes, condominiums, non-profit structures, and all of their accessory buildings shall be 50% of the Building Permit Fee. The Plan Review Fee for state approved plans and approved master plans shall be 25% of the Building Permit Fee. The Plan Review Fee for all others shall be 65% of the Building Permit Fee.

State Surcharge Fee. In addition, a state surcharge fee shall be collected on all permits in accordance with MN Statute 16B70.

Plumbing Permits. No person shall install, alter, repair, or extend any plumbing system without first obtaining a permit from the city. The fees for all residential plumbing work shall be a minimum of \$75.00, which includes one fixture, plus \$10.00 per fixture for each additional fixture. The fees for all commercial plumbing work shall be based on valuation.

Mechanical Permits. No person shall install, alter, repair, or extend any heating, ventilating, air conditioning, refrigeration plant, or gas piping, in or for any building without first obtaining a permit from the city. The fee shall be \$75.00 per piece of residential equipment. The fee for all commercial mechanical work shall be based on valuation.

Maintenance Permits. Maintenance permits for roofing, siding, window replacement, door replacement or other similar minor work shall be \$50.00 for one- and two-family dwellings. When two items are done under the same permit the fee shall be multiplied by 1.5. All other building types shall be classified as general construction and building permit fees will be based on valuation.

Deck Permits. The fee for deck permits shall be based on a value of \$50.00 per square foot or the valuation, whichever is greater.

Sign Permits. For temporary signs \$10.00. For permanent signs \$25.00.
Special investigation fee equal to the amount of the permit fee and in addition to the permit fee.

Manufactured Home

Set-Up Fee.....	\$60
Safety Disclosure	\$30

Demolition Permits. All permits \$100 plus a \$1,000 deposit against expenses.

Fence Permit\$25

COMMUNITY DEVELOPMENT

VARIANCE\$300

CONDITIONAL USE PERMIT.....\$300

CONDITIONAL USE AMENDMENT\$300

INTERIM USE PERMIT.....\$300

INTERIM USE PERMIT AMENDMENT.....\$300

PLANNED UNIT DEVELOPMENT/C.U.P.

PUD Concept Plan Review.....\$100

PUD General Development Plan

Each.....\$400

Per Lot.....\$10

Deposit against city expenses*\$3,000

PUD Final Development Plan\$350

REZONING.....\$325

AMENDMENTS TO CODES	\$300
MINOR SUBDIVISION.....	\$200
PLAT	
Preliminary	
Each plat	\$400
Per lot (in addition to above)	\$10
Deposit against city expenses*	\$3,000
Final	\$350
Deposit against city expenses*	\$3,000
Public Use Fee	\$1,000/ Dwelling unit or 5% of land area or combination of both
PUBLIC RIGHT OF WAY OR EASEMENT VACATION	\$275
SITE PLAN REVIEW	
For which no other fee is required	\$100
RELOCATION PERMIT	
Primary structure.....	\$58 per hour
Accessory structures	\$58 per hour
Deposit against any city expenses*	\$1,000
* Applicant is responsible for any additional expenses incurred by the City during the review process.	
WELL AND/OR SEPTIC EXEMPTION PERMIT.....	\$250
LANDSCAPING DEPOSIT	\$1,500
DRIVEWAY PAVING DEPOSIT	
Residential.....	\$1,000
Commercial/Industrial	\$2,500
PLOTTING FEES	
Maps, Plats and Plans (black and white or color)	
8.5" x 11"	\$2
11" x 17"	\$4
17" x 22"	\$6
22" x 34"	\$6
28" x 40"	\$10
34" x 44"	\$10
ZONING MAP.....	\$8
ORDINANCE COPIES	

City of Mora
2023 Fee Schedule

Zoning.....	\$25
Subdivision	\$5
Shoreland.....	\$5
Flood plain	\$10
Comprehensive plan	\$40
SPECIAL PLANNING COMMISSION MEETING.....	\$200
ZONING VERIFICATION	\$35
PLANNER	
Regular-time (per hour)	\$58
Over-time (per hour)	\$82
ANNEXATION	\$200 plus state filing fee of \$45/acre (minimum of \$100, maximum of \$600)
PARKING CONTRIBUTION IN LIEU OF ACTUAL SPACE	\$500

FIRE DEPARTMENT

FIRE CALLS (all calls)	
1st hour.....	\$500
Each additional hour	\$350
FOAM (per gallon)	\$30
BURN PERMIT.....	\$10

LAW ENFORCEMENT

PARKING TICKETS	
Initial Ticket.....	\$20
Additional After 5 Days	\$10
SEASONAL PARKING PERMIT.....	\$100
GOLF CART PERMIT	\$35
PARADE PERMIT	free
DOG IMPOUNDING Call Out/Pick Up	\$50 plus mileage*
*current IRS tax rate	
Emergency Veterinary Expenses	\$300 cap

City of Mora
2023 Fee Schedule

Boarding (per day)	\$30
DANGEROUS DOG REGISTRATION.....	\$75

MORA AQUATIC CENTER

CLASSES

Preschool Swim Lessons	\$90
Children Swim Lessons	\$90
Private Lessons.....	\$90
Instructor Aid.....	\$86
Lifeguard Training.....	\$200
Transfer/Refund Fee	\$10

DAILY PASS

Unlimited Daily Pass.....	\$8.75
Limited Daily Pass (Pools only, no waterslides).....	\$6.50
Family Fun Night	\$6

BONUS TICKETS

One Sheet of 20 Bonus Tickets	\$86
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PRIVATE RENTAL

Unlimited facility use (per two hours).....	\$325
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MORA MUNICIPAL AIRPORT

DAILY HANGAR STORAGE RENTAL.....	\$20
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OAKWOOD CEMETERY

GRAVE SPACE

Lot Price.....	\$1000
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COLUMBARIUM SPACE.....	\$1000
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LOT BUY BACK PRICE.....	\$250
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LOT TRANSFER FEE	\$80
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INTERMENTS
RATES:

City of Mora
2023 Fee Schedule

Adult	\$1,025
Cremation or Infant	\$775
Columbarium	\$500
BURIALS SCHEDULED OR ARRIVING	
AFTER 3:00 P.M. WEEKDAYS:	
Additional Charge.....	\$150
WEEKEND & HOLIDAY BURIALS	
Additional Charge.....	\$300

DISINTERMENT (SUMMER ONLY)

Adult	\$1025
Cremation or Infant	\$775
Columbarium	\$500

STONE LOCATION/SETTING FEE

All Stones	\$80
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- Storage is not available.
- Winter rates begin when winter starts, as determined by weather. Summer rates begin when ground is free of frost and snow.
- A 48 hour notice MUST be given for winter burials.

PUBLIC WORKS DEPARTMENT

LABOR RATE

Regular-time (per hour)	\$51
Over-time (per hour)	\$63

EQUIPMENT RATES (per hour without operator)

Loader	\$110
Motor Grader.....	\$120
Backhoe.....	\$80
Skidsteer	\$60
Dump Truck.....	\$50
Tractor Mower	\$50
Riding Mower.....	\$40
All other equipment	\$40

MATERIALScost plus 10%

Winter Sand-Salt Mix (cubic yard)	\$95
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STREET OPENING PERMIT

STREET OPENING DEPOSIT

RIGHT-OF-WAY PERMIT

City of Mora
2023 Fee Schedule

Permit Fee	\$85
Additional Paved Excavation	\$55
Additional Unpaved Excavation	\$25
Directional Boring/Tunneling/100'	\$15
Open Trenching/100'	\$10

OBSTRUCTION PERMIT no charge

PROPERTY OWNER MAINTENANCE PERMIT..... no charge

STORM WATER UTILITY

MONTHLY FEE

Single-Family Residential

Per Parcel\$6.10 per parcel

Commercial/Industrial/Other

Upper Limit

Tier	Impervious Surface (sq. ft.)	Per Parcel
1	10,000	\$ 12.26
2	20,000	\$ 13.69
3	30,000	\$ 15.14
4	40,000	\$ 16.59
5	50,000	\$ 118.03
6	60,000	\$ 19.77
7	70,000	\$ 20.92
8	80,000	\$ 22.35
9	90,000	\$ 23.79
10	100,000	\$ 25.23
11	200,000	\$ 39.66
12	300,000	\$ 54.08
13	400,000	\$ 68.51
14	500,000	\$ 82.95
15	600,000	\$ 103.07

PENALTY

Same as charged for other utility services generally.

City of Mora, Minnesota
Capital Improvement Program
 2023 thru 2027

PROJECTS BY DEPARTMENT AND EXPENDITURE TYPE

Expenditure Type <i>Department</i>	Project #	Priority	2023	2024	2025	2026	2027	Total	
312 - Professional Services - Misc									
<i>1920 - Information Technology</i>									
Documentation Digitization	1920-2022-01	3		4,000	4,000	4,000	4,000	16,000	
<i>1920 - Information Technology Total</i>				4,000	4,000	4,000	4,000	16,000	
<i>7810 - Cemetery</i>									
Cemetery Expansion	7810-2019-01	4		15,000		15,000		30,000	
<i>7810 - Cemetery Total</i>				15,000		15,000		30,000	
312 - Professional Services - Misc Total				19,000	4,000	19,000	4,000	46,000	
303 - Engineering									
<i>7310 - Airport</i>									
Airport Design for Runway 17-35 Reconstruction	7310-2022-06	2	150,000					150,000	
<i>7310 - Airport Total</i>				150,000				150,000	
303 - Engineering Total				150,000				150,000	
240 - Small Tools & Equipment									
<i>2220 - Fire Dept</i>									
Fire Dept Pagers Replacement	2220-2019-11	3	2,080	2,080	2,080			6,240	
Fire Dept 2.5" Hose Replacement	2220-2019-20	2	450	450	450	450	450	2,250	
Fire Dept 1.75" Attack Line Hose Replacement	2220-2019-21	2	1,000	1,000	1,000	1,000	1,000	5,000	
Fire Dept 5" Hose Replacement	2220-2019-23	2	1,500	1,500	1,500	1,500	1,500	7,500	
Fire Dept SCBA Face Mask Replacement	2220-2019-24	4		1,200		1,200		2,400	
Fire Dept SCBA Pack Replacement	2220-2019-25	3		6,900		6,900		13,800	
Fire Dept SCBA Bottle Replacement	2220-2019-26	2		7,800		7,800		15,600	
<i>2220 - Fire Dept Total</i>				5,030	20,930	5,030	18,850	2,950	52,790
240 - Small Tools & Equipment Total				5,030	20,930	5,030	18,850	2,950	52,790
12631 - Liquor Store Improvements Other Than Bldgs									
<i>9750 - Liquor Store</i>									
Liq Store Building Stain Replacement	9750-2019-09	2		30,000				30,000	
<i>9750 - Liquor Store Total</i>				30,000				30,000	
12631 - Liquor Store Improvements Other Than Bldgs Total				30,000				30,000	
12600 - Water Fixed Assets									

Expenditure Type

<i>Department</i>	<i>Project #</i>	<i>Priority</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>Total</i>	
<u>9000 - Joint Public Works Proj</u>									
Utility Reconstruction Project - Maple Ave	9000-2021-02	1		200,000				200,000	
9000 - Joint Public Works Proj Total				200,000				200,000	
12600 - Water Fixed Assets Total				200,000				200,000	
12600 - Sewer Fixed Assets									
<u>9000 - Joint Public Works Proj</u>									
Utility Reconstruction Project - Maple Ave	9000-2021-02	1		200,000				200,000	
9000 - Joint Public Works Proj Total				200,000				200,000	
12600 - Sewer Fixed Assets Total				200,000				200,000	
219 - Uniforms									
<u>2220 - Fire Dept</u>									
Fire Dept Turnout Gear Replacement	2220-2019-13	3	7,500	7,500	7,500	7,500		30,000	
2220 - Fire Dept Total				7,500	7,500	7,500	7,500	30,000	
219 - Uniforms Total				7,500	7,500	7,500	7,500	30,000	
500 - Capital Outlay									
<u>1320 - Administration</u>									
Replacement Software to Replace Banyon	1320-2022-01	2		50,000				50,000	
1320 - Administration Total				50,000				50,000	
<u>1920 - Information Technology</u>									
Server Replacement	1920-2019-01	1	20,000					20,000	
1920 - Information Technology Total				20,000				20,000	
<u>1940 - City Hall Building</u>									
City Hall Paint & Carpet Refresh	1940-2019-03	4					6,000	6,000	
City Hall Roof Replacement	1940-2022-01	1	100,000					100,000	
1940 - City Hall Building Total				100,000			6,000	106,000	
<u>2120 - Law Enforcement</u>									
Squad Mobile Computer Replacement	2120-2019-01	2	4,500	4,500	4,500	4,500		18,000	
Squad Camera Replacement	2120-2019-03	1			6,500	6,500		13,000	
Squad Car Replacement	2120-2019-05	1				40,000		40,000	
Squad Car Replacement	2120-2019-06	1					40,450	40,450	
Squad Radar Replacement	2120-2019-07	1	4,000	4,500				8,500	
2120 - Law Enforcement Total				8,500	9,000	11,000	51,000	40,450	119,950
<u>2220 - Fire Dept</u>									
Fire Truck # 3 - Tender Truck Replacement	2220-2019-05	3			250,000			250,000	
Fire Hall Furnace (Office & Kitchen) Replacement	2220-2019-10	4			27,000			27,000	
Fire Dept Thermal Camera Replacement	2220-2019-12	3	7,500					7,500	
Fire Hall Tile Flooring Replacement	2220-2019-14	5			6,200			6,200	
Fire Hall Water Heater Replacement	2220-2019-15	5			12,000			12,000	
Fire Hall Furnace (Apparatus Bay) Replacement	2220-2019-17	4			26,000			26,000	
2220 - Fire Dept Total				7,500		321,200		328,700	

Expenditure Type

<i>Department</i>	Project #	Priority	2023	2024	2025	2026	2027	Total
<u>3121 - Streets</u>								
Road Grader Replacement	3121-2019-01	2	154,500					154,500
Street Sweeper Replacement	3121-2019-05	2	288,000					288,000
Double-Drum Ride-On Roller Replacement	3121-2019-06	4		40,000				40,000
Portable Air Compressor Replacement	3121-2019-08	4				14,000		14,000
Stationary Equipment/Vehicle Lift Replacement	3121-2019-09	3			30,000			30,000
Sand & Salt Shed Structure Replacement	3121-2019-10	1					125,000	125,000
Heavy Duty Dump Truck Replacement	3121-2019-12	1					220,000	220,000
Medium Duty Dump Truck Replacement	3121-2019-13	2	97,000					97,000
Heavy Duty Dump Truck Replacement	3121-2019-14	1				200,000		200,000
Streets Service Truck Replacement	3121-2019-17	3			48,000			48,000
Streets Service Truck Replacement	3121-2019-18	1				35,000		35,000
East Emergency Warning Siren	3121-2019-19	4				40,000		40,000
<i>3121 - Streets Total</i>			539,500	40,000	78,000	289,000	345,000	1,291,500
<u>3180 - City Garage</u>								
Storage Facility Addition	3180-2019-01	2	100,000	100,000				200,000
City Garage Roof Repair	3180-2022-01	2	100,000					100,000
City Garage Heater Replacement	3180-2022-02	3	10,000	10,000	20,000			40,000
City Garage Generator	3180-2022-03	3		50,000				50,000
<i>3180 - City Garage Total</i>			210,000	160,000	20,000			390,000
<u>5124 - Aquatic Center</u>								
Pool Filter Replacement	5124-2020-01	2					400,000	400,000
Paint Lap Pool	5124-2020-02	1	10,000	10,000				20,000
Cement Repair on Pool Deck	5124-2020-04	2				5,000		5,000
<i>5124 - Aquatic Center Total</i>			10,000	10,000		5,000	400,000	425,000
<u>5202 - Parks</u>								
Park/Cemetery Mower Replacement	5202-2019-01	1			17,000			17,000
Park Compact Utility Vehicle	5202-2019-03	4					6,000	6,000
Parks Service Truck Replacement	5202-2019-06	4		35,000				35,000
New Park in Fox Run Development	5202-2021-01	2		318,507				318,507
Library Park Improvements	5202-2021-02	2			50,000	50,000	50,000	150,000
Renovate Pavilion Near City Hall	5202-2021-03	1	6,800					6,800
Library Park Parking Lot Rehab	5202-2022-01	3			80,000			80,000
New Brush Mower Attachment	5202-2022-02	3			9,500			9,500
<i>5202 - Parks Total</i>			6,800	353,507	156,500	50,000	56,000	622,807
<u>7310 - Airport</u>								
Airport Surface Maintenance Equipment	7310-2019-05	2	155,000					155,000
Airport A & D Driveway/Parking Lot Rehabilitation	7310-2019-07	3			55,000			55,000
Airport Snow Removal Equipment	7310-2022-02	2		500,000				500,000
Airport Fuel Line Upgrade 2.0	7310-2022-04	1	100,000					100,000
Airport Taxi Lane Rehabilitation in Bldg Area	7310-2022-05	1	450,000					450,000
Airport Reconstruction of Runway 17-35	7310-2022-07	2		2,000,000				2,000,000
Airport Runway Lighting Update	7310-2022-08	2		600,000				600,000
<i>7310 - Airport Total</i>			705,000	3,100,000	55,000			3,860,000
<u>7810 - Cemetery</u>								

Expenditure Type

<i>Department</i>	Project #	Priority	2023	2024	2025	2026	2027	Total
Cemetery/Park Mower Replacement	7810-2019-02	1			17,000			17,000
Cemetery Road Improvements	7810-2019-04	3	35,000			70,000		105,000
Cemetery Compact Utility Vehicle Replacement	7810-2019-05	3		15,000				15,000
Cemetery Columbarium	7810-2020-02	4		25,000				25,000
7810 - Cemetery Total			35,000	40,000	17,000	70,000		162,000
9000 - Joint Public Works Proj								
Snake River Trail/Bridge Project	9000-2020-01	1	300,000					300,000
TH 65/9th Street Left Turn Lane Project	9000-2022-01	2	185,000					185,000
9000 - Joint Public Works Proj Total			485,000					485,000
500 - Capital Outlay Total			2,127,300	3,762,507	658,700	465,000	847,450	7,860,957
GRAND TOTAL			2,289,830	4,239,937	675,230	510,350	854,400	8,569,747

Capital Improvement Program

Data in Year 2023

Department 1920 - Information Technolog

City of Mora, Minnesota

Contact City Administrator

Project # 1920-2019-01
Project Name Server Replacement

Type Equipment

Useful Life 5 years

Category I.T. Equipment

Priority 1 - Imperative/Critical

Status Active

Total Project Cost: \$20,000

Description

Last server was purchased in April 2016, and the warranty expires in 2021. Need to know how much it cost previously.

Justification

Critical for cyber security.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	20,000					20,000
Total	20,000					20,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 1940 - City Hall Building

City of Mora, Minnesota

Contact City Administrator

Project #	1940-2022-01
Project Name	City Hall Roof Replacement

Type Maintenance

Useful Life 15 years

Category Buildings & Structures

Priority 1 - Imperative/Critical

Status Active

Total Project Cost: \$100,000

Description

The flat roof on entire building at City Hall.
Based on a quote from 4 Seasons Roofing

Justification

Currently in 2022, the roof is leaking and, after talking to a handful of commercial roofing companies, our old roof is deemed to be beyond repair.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	100,000					100,000
Total	100,000					100,000

Funding Sources	2023	2024	2025	2026	2027	Total
101 - Gen. Fund (Tax Levy)	50,000					50,000
651 - Electric Fund Operating Budget	25,000					25,000
652 - Water Fund Operating Budget	12,500					12,500
653 - Sewer Fund Operating Budget	12,500					12,500
Total	100,000					100,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 2120 - Law Enforcement

City of Mora, Minnesota

Contact Administrator

Project # 2120-2019-01
 Project Name Squad Mobile Computer Replacement

Type Equipment

Useful Life 5 years

Category Office Equipment

Priority 2 - Essential

Status Active

Total Project Cost: \$25,500

Description

Mobile computers for squad cards

Justification

Standard, assist with communication with county employees and incident reports

Prior	Expenditures	2023	2024	2025	2026	2027	Total
7,500	500 - Capital Outlay	4,500	4,500	4,500	4,500		18,000
Total	Total	4,500	4,500	4,500	4,500		18,000

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
11,500	101 - Gen. Fund (Tax Levy)		4,000				4,000
Total	Total		4,000				4,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 2120 - Law Enforcement

City of Mora, Minnesota

Contact City Administrator

Project # 2120-2019-07
 Project Name Squad Radar Replacement

Type Equipment

Useful Life 7 years

Category I.T. Equipment

Priority 1 - Imperative/Critical

Status Active

Total Project Cost: \$12,500

Description
 Squad Car Radar - purchased outside of every-other-year rotation, per KCSO Law Enforcement Capital Budget Plan

Justification
 Squad car equipment for safety of officer and suspect

Prior	Expenditures	2023	2024	2025	2026	2027	Total
4,000	500 - Capital Outlay	4,000	4,500				8,500
Total	Total	4,000	4,500				8,500

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
4,000	101 - Gen. Fund (Tax Levy)	4,000	4,500				8,500
Total	Total	4,000	4,500				8,500

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

City of Mora, Minnesota

Contact Fire Chief

Project #	2220-2019-11
Project Name	Fire Dept Pagers Replacement

Type Equipment

Useful Life 7 years

Category I.T. Equipment

Priority 3 - Important

Status Active

Total Project Cost: \$10,400

Description

Fire Department pagers.

Justification

A pager is worn by every firefighter to alert them of a call.

Prior	Expenditures	2023	2024	2025	2026	2027	Total
4,160	240 - Small Tools & Equipment	2,080	2,080	2,080			6,240
Total	Total	2,080	2,080	2,080			6,240

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
4,160	222 - Fire Fund Operating Budget	2,080	2,080	2,080			6,240
Total	Total	2,080	2,080	2,080			6,240

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

City of Mora, Minnesota

Contact Fire Chief

Project # 2220-2019-12
 Project Name Fire Dept Thermal Camera Replacement

Type Equipment

Useful Life 10 years

Category I.T. Equipment

Priority 3 - Important

Status Active

Total Project Cost: \$7,500

Description

Current camera (2019) is a 2012 thermal imaging camera.

Justification

This camera is used to locate victims in initial attack and find hot spots in overhaul.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	7,500					7,500
Total	7,500					7,500

Funding Sources	2023	2024	2025	2026	2027	Total
407 - Future Fire Equipment Fund Reserves	7,500					7,500
Total	7,500					7,500

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

City of Mora, Minnesota

Contact Fire Chief

Project # 2220-2019-13
 Project Name Fire Dept Turnout Gear Replacement

Type Equipment
 Useful Life 10 years
 Category Furniture & Fixtures
 Priority 3 - Important
 Status Active

Total Project Cost: \$45,000

Description
 Turnout gear includes: helmet, jacket, pants, boots, and hood. One set is estimated to cost approximately \$2,500.

Justification
 Turnout gear is worn by every firefighter at every call, and is only useable for 10 years, per NFPA.

Prior	Expenditures	2023	2024	2025	2026	2027	Total
15,000	219 - Uniforms	7,500	7,500	7,500	7,500		30,000
Total	Total	7,500	7,500	7,500	7,500		30,000

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
15,000	407 - Future Fire Equipment Fund Reserves	7,500	7,500	7,500	7,500		30,000
Total	Total	7,500	7,500	7,500	7,500		30,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

City of Mora, Minnesota

Contact Fire Chief

Project # 2220-2019-20
 Project Name Fire Dept 2.5" Hose Replacement

Type Equipment

Useful Life 10 years

Category Furniture & Fixtures

Priority 2 - Essential

Status Active

Total Project Cost: \$4,500

Description

The Fire Department requires 1,500 feet of 2.5" hose.

Justification

This hose is used for defensive fire attack and also runs from the pumper to a splitter for 2" to 1.75".

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
900	240 - Small Tools & Equipment	450	450	450	450	450	2,250	1,350
Total	Total	450	450	450	450	450	2,250	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
900	407 - Future Fire Equipment Fund Reserves	450	450	450	450	450	2,250	1,350
Total	Total	450	450	450	450	450	2,250	Total

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

City of Mora, Minnesota

Contact Fire Chief

Project # 2220-2019-21
 Project Name Fire Dept 1.75" Attack Line Hose Replacement

Type Equipment

Useful Life 10 years

Category Heavy Machinery & Equipmen

Priority 2 - Essential

Status Active

Total Project Cost: \$10,000

Description

Currently in 2019, the Fire Department has 4,000 feet of 1.75" attack line hose.

Justification

This hose is used to attack a fire on the offense from the inside or outside of a structure or and working fire.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
2,000	240 - Small Tools & Equipment	1,000	1,000	1,000	1,000	1,000	5,000	3,000
Total	Total	1,000	1,000	1,000	1,000	1,000	5,000	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
2,000	407 - Future Fire Equipment Fund Reserves	1,000	1,000	1,000	1,000	1,000	5,000	3,000
Total	Total	1,000	1,000	1,000	1,000	1,000	5,000	Total

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 2220 - Fire Dept

City of Mora, Minnesota

Contact Fire Chief

Project #	2220-2019-23
Project Name	Fire Dept 5" Hose Replacement

Type Equipment

Useful Life 10 years

Category Heavy Machinery & Equipmen

Priority 2 - Essential

Status Active

Total Project Cost: \$16,500

Description

Currently in 2019, the Fire Department has 2,400 feet of this large diameter 5" hose.

Justification

This hose is used to supply water to a pumper or ladder fire truck from a hydrant or a relay pumper.

Prior	Expenditures	2023	2024	2025	2026	2027	Total	Future
3,000	240 - Small Tools & Equipment	1,500	1,500	1,500	1,500	1,500	7,500	6,000
Total	Total	1,500	1,500	1,500	1,500	1,500	7,500	Total

Prior	Funding Sources	2023	2024	2025	2026	2027	Total	Future
3,000	407 - Future Fire Equipment Fund Reserves	1,500	1,500	1,500	1,500	1,500	7,500	6,000
Total	Total	1,500	1,500	1,500	1,500	1,500	7,500	Total

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 3121 - Streets

City of Mora, Minnesota

Contact Public Works Director

Project #	3121-2019-01
Project Name	Road Grader Replacement

Type Equipment

Useful Life 15 years

Category Heavy Machinery & Equipmen

Priority 2 - Essential

Status Active

Total Project Cost: \$154,500

Description

Heavy equipment used for minor road grading and snow removal. This unit has a 12-foot mow board with a 12-foot wing attachment for snow removal. It's main use is in the winter months.

Current vehicle is a 1993 Caterpillar Road Grader

Expected cost is assuming the purchase of a used machine.

Justification

Efficiency of plowing is increased when using this equipment. One pass with the road grader covers the same area as two or three passes with a snow plow. Biggest benefit is that it works better than all trucks in heavy-snow situations.

It is also used for road rehabilitation, landscaping applications, and earth removal and leveling applications.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	154,500					154,500
Total	154,500					154,500

Funding Sources	2023	2024	2025	2026	2027	Total
101 - Gen. Fund (Tax Levy)	70,000					70,000
Debt	60,500					60,500
Salvage	24,000					24,000
Total	154,500					154,500

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 3121 - Streets

City of Mora, Minnesota

Contact Public Works Director

Project # 3121-2019-05
 Project Name Street Sweeper Replacement

Type Equipment
 Useful Life 15 years
 Category Heavy Machinery & Equipmen
 Priority 2 - Essential
 Status Active

Total Project Cost: \$288,000

Description

Compact, self-propelled equipment with broom or vacuum attachment for one specific use.

Justification

A new street sweeper is important because current equipment does not meet OSHA standards for silica dust. The replacement should have a sealed cab for operator safety.

This equipment is used for spring salt/sand cleanup, fall leaf cleanup, and cleaning sand and debris on city streets throughout the summer.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	288,000					288,000
Total	288,000					288,000

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
138,000	101 - Gen. Fund (Tax Levy)	142,000					142,000
Total	409 - Future Improvement Fund Reserves	138,000					138,000
	Salvage	8,000					8,000
	Total	288,000					288,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 3121 - Streets

City of Mora, Minnesota

Contact Public Works Director

Project # 3121-2019-13
 Project Name Medium Duty Dump Truck Replacement

Type Equipment
 Useful Life 10 years
 Category Motor Vehicles & Equipment
 Priority 2 - Essential
 Status Active

Total Project Cost: \$97,000

Description
 Single axle 4x4 diesel medium duty dump truck with a 2-3 yard dump box. Included is a bi-directional push plow, with dump-box sander attachment.
 In 2019, current vehicle is 2007 Ford F-450, unit # 26.

Justification
 Truck is used to haul construction debris (dirt, concrete, asphalt, etc.). Its main use is for snowplowing and snow removal, and salt and sand placement for road safety.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	97,000					97,000
Total	97,000					97,000

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
46,800	409 - Future Improvement Fund Reserves	87,000					87,000
Total	Salvage	10,000					10,000
	Total	97,000					97,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 3180 - City Garage

City of Mora, Minnesota

Contact Public Works Director

Project # 3180-2019-01
 Project Name Storage Facility Addition

Type Improvement

Useful Life 30 years

Category Buildings & Structures

Priority 2 - Essential

Status Active

Total Project Cost: \$200,000

Description

Storage facility addition 40'x120' lean-to on the South side of the City Garage. This includes concrete floor and two-sided structure.

Updated 08/25/2022: Additional structure to be added at the city maintenance garage for materials and equipment for the electric utilities. Money was in the CIP of 2022 but due to prices, an increase in the funds is needed to complete this project by carrying over amount from 2022.

Justification

Used for storage of all maintenance-related equipment and materials.

Updated 08/25/2022: At this time with all the vehicles between the city and the utilities, there is not enough room for the utilities main equipment. Since the electric utilities was dissolved, the need for space was minimal, but with the current plan to expand and work back into a line crew, space is needed for distribution equipment with indoor storage. An addition to the existing garage is preferred but staff will look into alternatives to use the funds in an efficient way.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	100,000	100,000				200,000
Total	100,000	100,000				200,000

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
100,000	651 - Electric Fund Operating Budget	100,000	100,000				200,000
Total		100,000	100,000				200,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 3180 - City Garage

City of Mora, Minnesota

Contact Public Works Director

Project # 3180-2022-01
 Project Name City Garage Roof Repair

Type Maintenance

Useful Life 30 years

Category Buildings & Structures

Priority 2 - Essential

Status Active

Total Project Cost: \$100,000

Description

Repair roof on City/Utility garage. Roof is original and has had only minor repairs made. This is a minimally pitched, metal roof with screw anchors. Description of the repair- Use a coating/sealing system to waterproof the existing roof after mechanical repairs have been made to the utility protrusions.

Justification

The city utilities garage houses all the vehicles used by the city and the utility. Minor leaks have been repaired as leaks show and minor maintenance has been done as needed. This is the original roof with failing protrusions from mechanical vents, heat exhaust piping which is leaking, and screws holding the steel down. Winter ice damming has also caused some leakage.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	100,000					100,000
Total	100,000					100,000

Funding Sources	2023	2024	2025	2026	2027	Total
651 - Electric Fund Operating Budget	100,000					100,000
Total	100,000					100,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 3180 - City Garage

City of Mora, Minnesota

Contact Public Works Director

Project # 3180-2022-02
 Project Name City Garage Heater Replacement

Type Equipment
 Useful Life 10 years
 Category Motor Vehicles & Equipment
 Priority 3 - Important
 Status Active

Total Project Cost: \$40,000

Description

Replace overhead/hanging garage heater and add 1. Total heaters needed for project is (4) Four, 150,000 BTU natural gas heaters.

Justification

The current hanging natural gas heaters are over 20 years and are original to the structure. The lifespan has exceeded what was meant to be and we are looking to upgrade for efficiency and safety. Currently, with their age, the availability of parts is limited. The stand alone heater would be for the addition side in the area schedule to be the mechanics bay.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	10,000	10,000	20,000			40,000
Total	10,000	10,000	20,000			40,000

Funding Sources	2023	2024	2025	2026	2027	Total
651 - Electric Fund Operating Budget	10,000	10,000	20,000			40,000
Total	10,000	10,000	20,000			40,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 5124 - Aquatic Center

City of Mora, Minnesota

Contact Activities & Recreation Coordi

Project #	5124-2020-02
Project Name	Paint Lap Pool

Type Improvement

Useful Life 7 years

Category Park Improvements

Priority 1 - Imperative/Critical

Status Active

Total Project Cost: \$20,000

Description

Paint lap pool, includes supplies and vendor to do the painting.

Justification

Beautification of lap pool and provide safety to patrons from any cracking of plaster.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	10,000	10,000				20,000
Total	10,000	10,000				20,000

Funding Sources	2023	2024	2025	2026	2027	Total
101 - Gen. Fund (Tax Levy)	10,000	10,000				20,000
Total	10,000	10,000				20,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 5202 - Parks
 Contact Activities & Recreation Coordi
 Type Improvement
 Useful Life 25 years
 Category Park Improvements
 Priority 1 - Imperative/Critical
 Status Active

City of Mora, Minnesota

Project # 5202-2021-03
 Project Name Renovate Pavilion Near City Hall

Total Project Cost: \$10,000

Description

Renovate the pavilion/seating area located at Railroad Ave and Lake St S. Bring land up to grade. Double the concrete size. New space would be 10 x 12. Double the size of pavilion.

Justification

To renovate and upgrade the pavilion as it is in need of repair or replacement. The City received a donation of \$10,000 by the Ogilvie Lions, in conjunction with the Mora Lions Club to complete the project.

Prior	Expenditures	2023	2024	2025	2026	2027	Total
3,200	500 - Capital Outlay	6,800					6,800
Total	Total	6,800					6,800

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
3,200	409 - Future Improvement Fund Reserves	6,800					6,800
Total	Total	6,800					6,800

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 7310 - Airport

City of Mora, Minnesota

Contact Airport Manager

Project # 7310-2019-05
 Project Name Airport Surface Maintenance Equipment

Type Equipment
 Useful Life 15 years
 Category Motor Vehicles & Equipment
 Priority 2 - Essential
 Status Active

Total Project Cost: \$155,000

Description
 Heavy duty bi-directional tractor with 20-foot bi-directional broom and 20-foot bi-directional, expandable snow blade attachments.
 Current vehicle is a 2008 New-Holland bi-directional tractor, with 20-foot Sweepster broom and 20-foot expandable snow blade.

Justification
 Used for airport surface snow removal and debris cleaning.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	155,000					155,000
Total	155,000					155,000

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
19,375	101 - Gen. Fund (Tax Levy)	19,375					19,375
	409 - Future Improvement Fund Reserves	19,375					19,375
	Federal or State Grants	116,250					116,250
Total	Total	155,000					155,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 7310 - Airport

City of Mora, Minnesota

Contact Public Works Director

Project # 7310-2022-04
 Project Name Airport Fuel Line Upgrade 2.0

Type Improvement

Useful Life 25 years

Category Infrastructure

Priority 1 - Imperative/Critical

Status Active

Total Project Cost: \$100,000

Description

Aged fuel line is in need of update for maintenance and compliance with State standards.
 Replace existing fuel system with new due to age and added maintenance.

Justification

Current line is over 15 years old, and fittings are no longer available. Currently there is one splice in one of the fuel lines that needs to be eliminated. And if project is completed, then all fuel lines that have been grandfathered in must be updated to be brought into compliance.
 Fuel is used at airport to increase use and availability of services of the mora airport. This is a supplemental income

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	100,000					100,000
Total	100,000					100,000

Funding Sources	2023	2024	2025	2026	2027	Total
101 - Gen. Fund (Tax Levy)	1,000					1,000
409 - Future Improvement Fund Reserves	29,000					29,000
State Aid	70,000					70,000
Total	100,000					100,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 7310 - Airport

City of Mora, Minnesota

Contact Airport Manager

Project # 7310-2022-05
 Project Name Airport Taxi Lane Rehabilitation in Bldg Area

Type Improvement

Useful Life 20 years

Category Infrastructure

Priority 1 - Imperative/Critical

Status Active

Total Project Cost: \$450,000

Description

Rehab the taxi lane area around the fuel pump area and also the area where remediation was done.

Justification

Taxi lane area has come to the end of its life in that area and is in need of repair. Fuel remediation has been completed.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	450,000					450,000
Total	450,000					450,000

Funding Sources	2023	2024	2025	2026	2027	Total
101 - Gen. Fund (Tax Levy)	22,500					22,500
Federal or State Grants	405,000					405,000
State Aid	22,500					22,500
Total	450,000					450,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 7310 - Airport

City of Mora, Minnesota

Contact Airport Manager

Project # 7310-2022-06
 Project Name Airport Design for Runway 17-35 Reconstruction

Type Improvement

Useful Life 20 years

Category Infrastructure

Priority 2 - Essential

Status Active

Total Project Cost: \$150,000

Description

Plans and design for reconstruction of the main airport runway 17-35

Justification

Current runway is showing sign of failure in the many joints through out entire runway. A reconstruct will save maintenance money and safety. This step is needed to approve the funding process through the FAA and MNDOT

Expenditures	2023	2024	2025	2026	2027	Total
303 - Engineering	150,000					150,000
Total	150,000					150,000

Funding Sources	2023	2024	2025	2026	2027	Total
101 - Gen. Fund (Tax Levy)	7,500					7,500
Federal or State Grants	135,000					135,000
State Aid	7,500					7,500
Total	150,000					150,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 7810 - Cemetery

City of Mora, Minnesota

Contact Public Works Director

Project #	7810-2019-04
Project Name	Cemetery Road Improvements

Type Unassigned

Useful Life 30 years

Category Infrastructure

Priority 3 - Important

Status Active

Total Project Cost: \$140,000

Description

Overlay existing paved roads and also add new blacktop to current dirt roads. This will help reduce current maintenance caused by heavy rains.

Phase 1: Overlay existing paved sections
Phase 2: Replace gravel surfaces with blacktop

Justification

Cemetery roads are in need of overlays and updates. Traffic over the years and weather has taken a toll on the current roads.

The last time this was completed was approximately 1990.

This would increase efficiency on summer and winter care and some drainage issues.

Prior	Expenditures	2023	2024	2025	2026	2027	Total
35,000	500 - Capital Outlay	35,000			70,000		105,000
Total	Total	35,000			70,000		105,000

Prior	Funding Sources	2023	2024	2025	2026	2027	Total
35,000	101 - FIF/Capital (Tax Levy)			35,000			35,000
Total	225 - Cemetery Fund Operating Budget	35,000			35,000		70,000
	Total	35,000		35,000	35,000		105,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 9000 - Joint Public Works Pro

City of Mora, Minnesota

Contact City Administrator

Project #	9000-2020-01
Project Name	Snake River Trail/Bridge Project

Type Improvement

Useful Life 30 years

Category Infrastructure

Priority 1 - Imperative/Critical

Status Active

Total Project Cost: \$300,000

Description

MnDOT has asked that the Mora City Council review the proposed Snake River bridge concept layout as well as guarantee that the city will install and pay for the proposed trail connections from the bridge. The city's trail connections could be installed at the time of bridge reconstruction or shortly after, i.e. the following year.

To assist with the council's discussion staff obtained a quote from the city engineer to complete the city's portion of the work. Based on MnDOT's concept plan for the bridge and topography of the area near the bridge, SEH estimates it will cost between \$280,000- \$300,000 to construct the trail connections. There are state grants the city may apply for to assist with funding the trail connections. If the council guarantee's installing the trail connections staff will begin researching such grants as well as adding this to the 2021 and 2022 Capital Improvement Plan (CIP).

Justification

The Snake River bridge is scheduled for replacement in 2022. Staff has been working closely with MnDOT on this project and has requested a trail be included with the new bridge. A trail located on the bridge will help connect the north and south end of Mora, and create a safer way for pedestrians to cross the bridge. To further enhance safety and walkability staff is proposing to create trail connections on both sides of Hwy 65/23. The creation of these proposed trail connections has also been encouraged by MnDOT and may be completed in conjunction with the 2022 bridge project at the city's cost.

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	300,000					300,000
Total	300,000					300,000

Funding Sources	2023	2024	2025	2026	2027	Total
290 - ARP Funds (Transfer)	300,000					300,000
Total	300,000					300,000

Budget Impact/Other

Capital Improvement Program

Data in Year 2023

Department 9000 - Joint Public Works Pro

City of Mora, Minnesota

Contact City Administrator

Project #	9000-2022-01
Project Name	TH 65/9th Street Left Turn Lane Project

Type Improvement

Useful Life 30 years

Category Street Reconstruction

Priority 2 - Essential

Status Active

Total Project Cost: \$185,000

Description

In response to additional traffic coming to 9th Street with the opening of the new high school in 2023, the City directed SEH to prepare a Letter of Intent requesting funding from MnDOT's Local Partnership Program (LLP) for the construction of a left turn lane at the above intersection. In July, the City received notice (attached) that the project was selected for funding in MnDOT's fiscal year 2026.

Justification

SCHEDULE
 We anticipate starting work upon council authorization of this agreement. Assuming the expectation is to complete the turn lane construction prior to the starting of school in the fall of 2023, we have proposed the schedule below:

- Complete survey and soil borings September 2022
- Draft plan review with City Staff October 2022
- MnDOT review of construction documents November 2022 - January 2023
- Council Receives Plans/Order Ad for Bid February 2023
- Advertise for Bids/Receive Bids March 2023
- Award construction contract April 2023
- Construction Starts May 2023
- Complete Construction August 1, 2023

Expenditures	2023	2024	2025	2026	2027	Total
500 - Capital Outlay	185,000					185,000
Total	185,000					185,000

Budget Impact/Other

City of Mora, Minnesota
Capital Improvement Program
 2023 thru 2027

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2023	2024	2025	2026	2027	Total
101 - FIF/Capital (Tax Levy)								
2030 Comprehensive Plan	1910-2019-03	2	6,250	6,250	6,250	6,250	6,250	31,250
Plotter Replacement	1910-2019-04	3		2,700	2,700	2,700	2,700	10,800
Front End Wheel Loader Replacement	3121-2019-07	1					36,000	36,000
Portable Air Compressor Replacement	3121-2019-08	4		4,000	4,000			8,000
Stationary Equipment/Vehicle Lift Replacement	3121-2019-09	3		12,500				12,500
Sand & Salt Shed Structure Replacement	3121-2019-10	1		20,700	20,700	20,700		62,100
Heavy Duty Dump Truck Replacement	3121-2019-11	1	35,000	47,500	47,500	47,500	25,000	202,500
Heavy Duty Dump Truck Replacement	3121-2019-12	1	55,000	25,000	25,000	25,000		130,000
Heavy Duty Dump Truck Replacement	3121-2019-14	1	32,500	45,000	25,000			102,500
Light Duty Dump Truck Replacement	3121-2019-15	5		6,250	6,250	6,250	6,250	25,000
Streets Service Truck Replacement	3121-2019-18	1	8,625	8,625	8,625			25,875
East Emergency Warning Siren	3121-2019-19	4		13,333	13,334			26,667
Pool Filter Replacement	5124-2020-01	2	62,400	62,400	63,400	63,400		251,600
Park/Cemetery Mower Replacement	5202-2019-01	1	5,666	5,666		3,300	3,300	17,932
Park Compact Utility Vehicle	5202-2019-03	4		1,375	1,375	1,375		4,125
New Brush Mower Attachment	5202-2022-02	3		4,000				4,000
Airport A & D Terminal Roof Replacement	7310-2019-01	3		2,750	2,750	2,750	2,750	11,000
Airport A & D Terminal Siding & Window Replacement	7310-2019-02	4		3,750	3,750	3,750	3,750	15,000
Airport Tractor & Mower Replacement	7310-2019-04	3		2,750	2,750	2,750	2,750	11,000
Airport A & D Driveway/Parking Lot Rehabilitation	7310-2019-07	3	12,200	12,200				24,400
Airport Hangar Heating System Replacement	7310-2019-11	5		1,875	1,875	1,875	1,875	7,500
Airport T-Hangar Construction	7310-2022-01	3		20,000	20,000	20,000	20,000	80,000
Airport Snow Removal Equipment	7310-2022-02	2		50,000				50,000
Airport Snow Removal Building Construction	7310-2022-03	3		10,000	10,000	10,000	10,000	40,000
Cemetery/Park Mower Replacement	7810-2019-02	1	4,400	4,400	3,300	3,300	3,300	18,700
Cemetery Road Improvements	7810-2019-04	3			35,000			35,000
101 - FIF/Capital (Tax Levy) Total			222,041	373,024	303,559	220,900	123,925	1,243,449
GRAND TOTAL			222,041	373,024	303,559	220,900	123,925	1,243,449

ORDINANCE NO. 488

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORA, MN
ADOPTING A FEE SCHEDULE**

THE CITY COUNCIL OF THE CITY OF MORA, KANABEC COUNTY, MINNESOTA ORDAINS:

Section 1. That Appendix A, Fee Schedule of Chapter 33 of the Mora City Code is hereby repealed in its entirety.

Section 2. That the attached Appendix A, Fee Schedule of Chapter 33 is hereby adopted to replace said repealed appendix.

Section 3. That the attached summary ordinance is hereby approved for publication.

Section 4. That this ordinance shall become effective January 1, 2023 and after publication of the approved summary.

The foregoing ordinance was introduced and moved for adoption by Councilmember _____ and seconded by Councilmember _____.

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

Motion carried and ordinance adopted this 20th day of December 2022.

Alan Skramstad, Mayor

ATTEST:

Natasha Segelstrom, City Clerk

ORDINANCE NO. 488

**SUMMARY OF
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORA, MN
ADOPTING A FEE SCHEDULE**

THE CITY COUNCIL OF THE CITY OF MORA, KANABEC COUNTY, MINNESOTA ORDAINS:

Section 1. That certain sections of the City of Mora Fee Schedule are hereby amended.

Section 2. That the city council finds that the cost of publication of the full ordinance is prohibitive and a summary of the ordinance would clearly inform the public of the intent and effect of the ordinance.

Section 3. That this is a summary of the adopted ordinance and the complete text of ordinance is available by contacting the city.

Section 4. That this ordinance shall become effective January 1, 2023 and after publication of the approved summary.

The foregoing ordinance was introduced and moved for adoption by Councilmember _____ and seconded by Councilmember _____.

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

Motion carried and ordinance adopted this 20th day of December 2022.

Alan Skramstad, Mayor

ATTEST:

Natasha Segelstrom, City Clerk

**CITY OF MORA
2023 FEE SCHEDULE**

Appendix A
To Chapter 33 of the Mora City Code

Adopted by the Mora City Council
December 20, 2022

Effective January 1, 2023

City Code Chapter 33; Appendix A
2023 Fee Schedule

(A) City Fee Schedule

(1) General Fees. The following fees apply to all departments and operations.

Fee Name	Authority	Amount
Notary Fee	general	No charge
NSF Check Fee	M.S. § 604.113(2)(a)	\$30.00
Penalties (not including storm water utility)		
Monthly	general	1.50%
Certify to taxes	general	10.00%
Permits not otherwise described	general	\$50.00
Photocopies, per page	M.S. § 13.03(3)(c)	\$0.25
Fax, in or out, per page	general	\$1.00
Outside consulting services	General	Actual costs

(2) Administration

Fee Name	Authority	Amount
Assessment Search	general	\$35.00
Private Non-Profit Conduit Financing Fee	general	1.0% face value of bonds
Election Filing Fee	M.S. § 205.13(3)(c)	\$15.00
Pawn Shop Licenses		
Annual License	§ 111.05	\$2,000.00
Investigation Fee	§ 111.05 (A)	\$500.00
Alcoholic Beverages Licenses		
3.2 Beer On-Sale	§ 112.22 (A); § 112.23	\$125.00
3.2 Beer Off-Sale	§ 112.22 (B); § 112.23	\$125.00
Temporary 3.2 Beer On-Sale, each	§ 112.22 (C); § 112.23	\$75.00
Temporary 3.2 Beer On-Sale, per day	§ 112.22 (C); § 112.23	\$15.00
Liquor On-Sale	§ 112.22 (D); § 112.23	\$2,200.00
Liquor On-Sale Club, <200 members	§ 112.22 (D); § 112.23	\$300.00
Liquor On-Sale Club, 201-500 members	§ 112.22 (D); § 112.23	\$500.00
Liquor On-Sale Club, 501-1000 members	§ 112.22 (D); § 112.23	\$650.00
Liquor On-Sale Club, >1000 members	§ 112.22 (D); § 112.23	\$800.00
Liquor On-Sale Sunday	§ 112.22 (E); § 112.23	\$200.00
Temporary Liquor On-Sale, each	§ 112.22 (F); § 112.23	\$75.00

City Code Chapter 33; Appendix A
2023 Fee Schedule

Temporary Liquor On-Sale, per day	§ 112.22 (F); § 112.23	\$15.00
Wine On-Sale	§ 112.22 (G); § 112.23	\$375.00
Temporary Consumption & Display, each	§ 112.22 (H); § 112.23	\$75.00
Temporary Consumption & Display, per day	§ 112.22 (H); § 112.23	\$15.00
Consumption & Display	§ 112.22 (I); § 112.23	\$125.00
Brew Pub (On-Sale)	§ 112.22 (J); § 112.23	\$2,200.00
Brew Pub (Off-Sale)	§ 112.22 (K); § 112.23	\$225.00
Brewer Taproom	§ 112.22 (L); § 112.23	\$500.00
Small Brewer Off-Sale	§ 112.22 (M); § 112.23	\$225.00
Investigation, in-state, max.	§ 112.29 (A)	\$500.00
Investigation, out-of-state, max.	§ 112.29 (A)	\$10,000.00
Taxi Licenses	§ 114.06	\$35.00
Tobacco Licenses	§ 115.04	\$125.00
Gambling Permits		
All Permits	§ 116.09 (C)	\$35.00
Gambling Investigation	general	\$500.00
Solid Waste Licenses		
Mixed Municipal Solid Waste Collection	§ 117.03 (A) (1); § 117.03 (C)	\$500.00
Roll-Off Service Collection	§ 117.03 (A) (2); § 117.03 (C)	\$150.00
Transient Merchants Permits		
First Day	§ 113.03 (D)	\$75.00
Each Additional Day	§ 113.03 (D)	\$15.00
Annual	§ 113.03 (D)	\$225.00
Mobile Food Unit	§ 113.03	\$75.00
Sexually Oriented Business Licenses		
License	§ 118.14	\$5,000.00
Investigation, in-state, maximum	general	\$500.00
Investigation, out-of-state, max.	general	\$10,000.00
Massage Therapist License		
License	§ 120.7	\$60.00
Investigation	§ 120.7	\$50.00
Jaycee's Ball Field Rental(organized groups only)		
Adult Use Charge, per team	general	\$150.00
Youth/Mixed Use Annual Registration, per league	general	\$50.00

City Code Chapter 33; Appendix A
2023 Fee Schedule

Youth/Mixed Use Charge, per week	general	\$10.00
Daily Use	general	\$75.00
Nonprofit Daily Use	general	\$35.00
Library Meeting Room Rental		
Individuals, Business, Fund Raising		
1st Four Hours	general	\$75.00
Each Additional Hour	general	\$10.00
Non-Profit, Groups, Clubs, Public Agencies		
Cleaning Fee	general	\$35.00
Kitchen	general	\$35.00
Park Shelters/Gazebo	general	\$35.00
Reservation Cancellation Fee	general	\$15.00
Key Deposit (all facilities)	general	\$50.00
Public Property Use (PPUP) Special Event		
Application Late Fee	general	\$100.00
Public performances/events where no fee is charged or requested	general	waived
Memorial Garden	general	\$0.00
Facility Use Events Key Deposit	Facility Use	\$50.00
Special Event PPUP Events Key Deposit	Special Event	\$100.00
Street Closure/Parade	general	\$25.00
Traffic Control Devices (covers drop-off and pick-up at event site)	general	\$50.00
Event Storage Fee	general	\$50.00
Garbage Removal/Event Clean-up (deducted from damage deposit)	general	\$45.00 per hour

(3) Community Development

Fee Name	Authority	Amount
Variance	Chapter 150	\$300.00
Conditional Use Permit	Chapter 150	\$300.00
Interim Use Permit	Chapter 150	\$300.00
Planned Unit Development/C.U.P.		
Concept Review	Chapter 150	\$100.00
General Development Plan		
Each	Chapter 150	\$400.00
Per Lot	Chapter 150	\$10.00
Deposit	Chapter 150	\$3,000.00
PUD Final Development Plan	Chapter 150	\$350.00
Rezoning	Chapter 150	\$325.00
Amendments To Codes	Chapter 150	\$300.00
Relocation Permit		
Primary Structure	Chapter 150	\$50.00
Accessory Structures	Chapter 150	\$25.00
Deposit	Chapter 150	\$1,000.00

City Code Chapter 33; Appendix A
2023 Fee Schedule

Minor Subdivision Plat	Chapter 153	\$200.00
Preliminary Per Lot (In Addition To Above)	Chapter 153	\$400.00
Final	Chapter 153	\$10.00
Deposit	Chapter 153	\$350.00
Public Use fee	Chapter 153	\$3,000.00
		\$1000.00/dwelling unit or 5% of land area or combination
Well & Septic Exemption Permit	§ 50.12	\$250.00
Public Right Of Way Or Easement Vacation	general	\$275.00
Site Plan Review	general	\$50.00
Landscaping Deposit	general	\$1,500.00
Driveway Paving Deposit		
Residential	general	\$1,000.00
Other	general	\$2,500.00
Plotting Fees		
Maps, Plats and Plans (black and white or color)		
8.5" x 11"	general	\$2.00
11" x 17"	general	\$4.00
17" x 22"	general	\$6.00
22" x 34"	general	\$6.00
28" x 40"	general	\$10.00
34" x 44"	general	\$10.00
Zoning Map	general	\$25.00
Ordinance Copies		
Zoning	general	\$20.00
Subdivision	general	\$5.00
Shoreland	general	\$5.00
Flood plain	general	\$10.00
Comprehensive Plan	general	\$40.00
Special Planning Commission Meeting	general	\$200.00
Zoning verification	general	\$35.00
Planner		
Regular-time, per hour	general	\$58.00
Over-time, per hour	general	\$82.00

(4) Law Enforcement

Fee Name	Authority	Amount
Parking Tickets		
Initial Ticket	general	\$20.00
Additional After Five Days	general	\$10.00
Seasonal Parking Permit	§ 71.05 (D)	\$100.00

City Code Chapter 33; Appendix A
2023 Fee Schedule

Golf Cart Permit	§ 70.17	\$35.00
Parade Permit	§ 70.31	no charge
Dog Impounding		
Call out/pick up	contractual labor	\$50.00 plus mileage
Emergency veterinary expense	contractual labor	\$300 cap
Boarding (per day)	contractual labor	\$30.00
Dangerous Dog Registration	§ 90.51(E)	\$75.00

(5) Fire Department

Fee Name	Authority	Amount
Fire Calls (All Calls)		
1 st Hour	§ 40.01 (D) (1)	\$500.00
Each Additional Hour	§ 40.01 (D) (1)	\$350.00
Foam (per gallon)	general	\$30.00
Burn Permit	general	\$10.00

(6) Building Department

Fee Name	Authority	Amount
Building Permit Fee (subject to state surcharge)		
\$1 to \$500 Construction Value	§ 154.02	\$30.00
\$501 to \$2,000 Construction Value	§ 154.02	\$30.00 for the first \$500 plus \$2.75 for each additional \$100, or fraction thereof, to and including \$2,000
\$2,001 to \$25,000 Construction Value	§ 154.02	\$71.25 for the first \$2,000 plus \$12.50 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000 Construction Value	§ 154.02	\$358.75 for the first \$25,000 plus \$9.00 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000 Construction Value	§ 154.02	\$583.75 for the first \$50,000 plus \$6.25 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,000 to \$500,000 Construction Value	§ 154.02	\$896.25 for the first \$100,000 plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000 Construction Value	§ 154.02	\$2,896.25 for the first \$500,000 plus \$4.25 for each additional

City Code Chapter 33; Appendix A
2023 Fee Schedule

		\$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 And Up Construction Value	§ 154.02	\$5,021.25 for the first \$1,000,000 plus \$2.75 for each additional \$1,000 or fraction thereof
Plan Review Fee		
One And Two Family Dwellings, Apartments, Town Homes, Condominiums, Non-Profit Structures, And All Of Their Accessory Buildings	§ 154.02	50% of the building permit fee
State Approved Plans Or Approved Master Plans	§ 154.02	25% of the building permit fee
For All Others	§ 154.02	65% of the building permit fee
Other Inspections and Fees (per hour, regular-time/over-time)		
Inspection Outside Normal Business Hours	§ 154.02	\$58.00/\$80.00
Re-Inspection Fees	§ 154.02	\$58.00/\$80.00
Inspections For Which No Fee Is Specifically Indicated	§ 154.02	\$58.00/\$80.00
Additional Review Required By Changes, Additions Or Revisions	§ 154.02	\$58.00/\$80.00
For Use Of Outside Consultants For Plan Checking Or Inspections, Or Both	§ 154.02	actual costs
Special Investigation Fee	§ 154.02	equal to the amount of the permit fee and in addition to the permit fee
Plumbing Permits (subject to state surcharge)		
Residential	§ 154.02	\$75.00 for one fixture plus \$10 for each additional fixture
Commercial		based on valuation
Mechanical Permits (subject to state surcharge)		
Residential	§ 154.02	\$75.00 for each piece of equipment
Commercial		based on valuation
Maintenance Permits (subject to state surcharge)		
For One And Two Family Dwellings	§ 154.02	\$50.00 for one item; \$75 for two items under the same permit
All Others	§ 154.02	based on valuation
Deck Permits (subject to state surcharge)		
All	§ 154.02	based on a value of \$50.00 per square foot or the valuation, whichever is greater

City Code Chapter 33; Appendix A
2023 Fee Schedule

Sign Permits (subject to state surcharge)		
Temporary Signs	§ 154.02	\$10.00
Permanent Signs	§ 154.02	\$25.00
Special Investigation		equal to the amount of the permit fee and in addition to the permit fee
Manufactured Home Set-Up Permit (subject to state surcharge)		
All Permits	§ 154.02	\$60.00
Manufactured Home Safety Disclosure (subject to state surcharge)		
All		\$30.00
Demolition Permits (subject to state surcharge)		
Permit	§ 154.02	\$100.00
Deposit	§ 154.02	\$1,000.00
Fence Permit		\$25.00

(7) Public Works Department

Fee Name	Authority	Amount
Labor Rate		
Regular-Time, per hour	general	\$51.00
Over-Time, per hour	general	\$63.00
Equipment Rates , per hour plus operator		
Loader	general	\$110.00
Motor Grader	general	\$120.00
Backhoe	general	\$80.00
Skidsteer	general	\$60.00
Dump Truck	general	\$50.00
Tractor Mower	general	\$50.00
Riding Mower	general	\$40.00
All other equipment	general	\$40.00
Materials, cost plus	general	10%
Winter Sand/Salt Mix (cubic yard)	general	\$95.00
Street Opening Permit	§ 54.12	\$100.00
Street Opening Permit Deposit		\$500.00
Right-Of-Way Permit		
Excavation Permit	§ 54.12	\$85.00
Additional Paved Excavation	§ 54.12	\$55.00
Additional Unpaved Excavation	§ 54.12	\$25.00
Directional Boring, per 100'	§ 54.12	\$15.00
Open Trenching, per 100'	§ 54.12	\$10.00
Obstruction Permit	§ 54.12	no charge
Property Owner Maintenance Permit	§ 54.12	no charge

City Code Chapter 33; Appendix A
2023 Fee Schedule

(8) Oakwood Cemetery

Fee Name	Authority	Amount
Lot Sales		
Lot Price, per grave space	general	\$1000.00
	general	
Columbarium Space	General	\$1000.00
Lot Buy Back Price	general	\$250.00
Lot Transfer Fee	general	\$80.00
Interments		
Rates		
Adult	general	\$1,025.00
Infant	general	\$775.00
Cremation	general	\$775.00
Columbarium	general	\$500.00
Disinterment (Summer Only)		
Adult	general	\$1025.00
Infant	general	\$775.00
Cremation	general	\$775.00
Columbarium	General	\$500.00
		\$
Other Fees		
Weekends & Holidays		
Additional Charge	general	\$350.00
After 3:00 p.m. Weekdays		
Additional Charge	general	\$200.00
Stone Location/Setting Fee	general	\$80.00

(9) Storm Water Utility

Fee Name	Authority	Amount
Monthly Fee, per parcel		
Single-Family Residential	§ 51.06	\$6.10
Commercial/Industrial/Other (based on impervious area)		
1 upper limit of 10,000 sq. ft.	§ 51.06	\$12.26
2 upper limit of 20,000 sq. ft.	§ 51.06	\$13.69
3 upper limit of 30,000 sq. ft.	§ 51.06	\$15.14
4 upper limit of 40,000 sq. ft.	§ 51.06	\$16.59
5 upper limit of 50,000 sq. ft.	§ 51.06	\$18.03
6 upper limit of 60,000 sq. ft.	§ 51.06	\$19.77
7 upper limit of 70,000 sq. ft.	§ 51.06	\$20.92
8 upper limit of 80,000 sq. ft.	§ 51.06	\$22.35
9 upper limit of 90,000 sq. ft.	§ 51.06	\$23.79
10 upper limit of 100,000 sq. ft.	§ 51.06	\$25.23
11 upper limit of 200,000 sq. ft.	§ 51.06	\$39.66
12 upper limit of 300,000 sq. ft.	§ 51.06	\$54.08
13 upper limit of 400,000 sq. ft.	§ 51.06	\$68.51

City Code Chapter 33; Appendix A
2023 Fee Schedule

14 upper limit of 500,000 sq. ft.	§ 51.06	\$82.95
15 upper limit of 600,000 sq. ft.	§ 51.06	\$103.07
Delinquent Account Penalty	§ 51.08	10% per month on unpaid balance

(10) Mora Aquatic Center

Fee Name	Authority	Amount
Lessons		
Preschool Swim Lessons	general	\$90.00
Children Swim Lessons	general	\$90.00
Water Safety Instructor Aid	general	\$90.00
Guard Start	general	\$90.00
Lifeguard Training	general	\$200.00
Session/Class Transfer/Refund Fee	general	\$10.00
Admissions		
Unlimited Daily Pass	general	\$9.00
Limited Daily Pass	general	\$7.00
One Sheet of 20 Bonus Tickets	general	\$90.00
Private Rental		
Unlimited facility use/2 hours	general	\$325.00

(11) Mora Municipal Airport

Fee Name	Authority	Amount
Daily Hangar Storage Rental	general	\$10.00
Yearly Unhangared Storage Fee	General	\$500.00

(A) Public Utility Fee Schedule

(1) General Fees. The following fees apply to all departments and operations.

Fee Name	Authority	Amount
Application Fee	general	\$35.00
Credit Reference Letter	general	\$5.00
NSF Check Fee	M.S. § 604.113(2)(a)	\$30.00
Key Deposit	general	\$50.00
Photocopies	M.S. § 13.03(3)(c)	\$0.25
Disconnect/Reconnect Charges		
Customer Request	general	\$25.00
After Hours	general	\$125.00
For Non-Payment	general	\$75.00
After Hours	general	\$175.00
Meter Tampering Fee	§ 52.15	\$500.00
Meter Testing Fee	§ 52.15	\$200.00
Delinquent Account Penalties	§ 50.24	10% per month on unpaid balance

City Code Chapter 33; Appendix A
2023 Fee Schedule

Customer Deposits		
Delinquency Risk Less Than 10%		\$100.00
Delinquency Risk Greater Than 10% & Less Than 25%		\$200.00
Delinquency Risk Greater Than 25%		\$300.00
Deposit Interest Rate		2.70%
Availability Charges		
Water Availability Charges (WAC)	general	\$1,500.00
Sewer Availability Charges (SAC)	general	\$2,400.00
Labor Rates, per hour		
Water/Sewer, per hour	general	\$53.00
Overtime, per hour	general	\$66.00
Electric, per hour	general	\$54.00
Overtime, per hour	general	\$68.00
Equipment Rates, per hour plus operator		
550 Service Truck	general	\$65.00
Jetter	general	\$75.00
Televising Trailer	general	\$150.00
Bucket Truck	general	\$150.00
Digger/Derrick Truck	general	\$100.00
Vactor Truck	general	\$130.00
All other equipment	general	\$40.00
Materials, cost plus	general	10%

(2) Water Utility

Fee Name	Authority	Amount
General Water Service		
Monthly Customer Charge		
5/8" x 3/4" Meter Service	§ 50.24	\$23.40
1" Meter Service	§ 50.24	\$24.09
1-1/2" Meter Service	§ 50.24	\$25.14
2" Meter Service	§ 50.24	\$27.01
3" Meter Service	§ 50.24	\$35.32
4" Meter Service	§ 50.24	\$35.93
6" Meter Service	§ 50.24	\$37.69
Usage Charge, per 1,000 Gallons	§ 50.24	\$5.53
Bulk Water, per 1,000 Gallons	§ 50.24	\$40.78
Fire Suppression Sprinkler Connection	§ 50.24; § 52.08(C)(1)	\$2.55
Outdoor Water Use meter Fee	general	Actual Cost
Temporary Water Service Fee	general	\$150.00

(3) Wastewater Utility

Fee Name	Authority	Amount
General Sanitary Sewer Service		

City Code Chapter 33; Appendix A
2023 Fee Schedule

Monthly Customer Charge	\$ 50.24	\$24.46
Usage Charge, per 1,000 Gallons	\$ 50.24	\$8.63
Special Sanitary Sewer Service Charge 112%		
Monthly Customer Charge	\$ 50.24	\$24.46
Usage Charge, per 1,000 Gallons	\$ 50.24	\$9.66
Special Sanitary Sewer Service Charge 50%		
Monthly Customer Charge	\$ 50.24	\$24.46
Usage Charge, per 1,000 Gallons	\$ 50.24	\$4.35
Unmetered Sewer Service	\$ 50.24	\$110.69
Bulk Sewer Service, per 1,000 gallons	\$ 50.24	\$72.45

(4) Electric Utility

Rate Name	Monthly Service Charge	Per Unit Charge	Units
Residential Electric Service	\$16.27	\$0.1164	KWh
Rural Residential Electric Service	\$16.27	\$0.1229	KWh
Small General Electric Service-Single Phase	\$16.27	\$0.1216	KWh
Small General Electric Service-Three Phase	\$27.26	\$0.1216	KWh
Medium General Service	\$36.48	\$0.0781	KWh
Medium General Service Demand		\$11.50	KW
Large General Service	\$60.80	\$0.0781	KWh
Large General Service Demand		\$11.50	KW
Street Lighting Service Utility Owned Equipment	\$16.27	\$0.1003	KWh
Street Lighting Service Customer Owned Equipment	\$16.27	\$0.1003	KWh
LED Lights 100 W eq.	\$14.40		Each
LED Lights 250 W eq.	\$21.51		each
Security Lights 100 HPS	\$14.40		each
Security Lights 250 HPS	\$21.51		each
Installation Fee Security Light		\$600.00	each
Traffic Signal Service	\$16.27	\$0.1003	KWh
Outdoor Warning Siren Service	\$1.00		each
Municipal Government Service			
Small General Electric Service-Single Phase	\$16.27	\$0.1003	KWh
Small General Electric Service-Three Phase	\$27.26	\$0.1003	KWh
Medium General Electric Service	36.48	\$0.0769	KWh
Medium General Service Demand		\$11.50	KW
Large General Electric Service	\$60.80	\$0.0714	KWh
Large General Service Demand		\$11.50	KW
Temporary Electric Service Fee	\$150.00		each

City Code Chapter 33; Appendix A
2023 Fee Schedule

Connection Fees			
Single Phase (1Φ)		\$50.00	each
Three Phase (3Φ)		\$150.00	each
Construction Fees			
Single Phase (1Φ)		\$500.00	each
Three Phase (3Φ)		\$1000 plus actual costs	each
New wire footages over 200 feet		\$6.50 per foot	
Winter (11/1-3/31)		actual costs	each
Platted develop.		actual costs	each
Electric Vehicle Charging Stations			
Level 2 Charger		\$2.00	hour
DC Fast Charger		\$0.30/min.	minute
DC Fast Charger		\$5	each
Connect.			
Distributed Energy Resources			
Application		\$100	
Interconnection			
Simplified		\$100	
Standard (Fast Track)		\$100 +\$1/kW for certified systems \$100 + \$2/kW for Non-Certified Systems	
Standard (Study Process) *additional fees may apply		\$1000 + \$2/kW down payment	

(B) Economic Development Fee Schedule

Fee Name	Authority	Amount
NSF Check Fee	M.S. § 604.113(2)(a)	\$30.00
Photocopies	M.S. § 13.03(3)(c)	\$0.25
Late Payment Fee	general	5.0%
Tax increment Financing		
Application Fee	general	\$7,500.00
Plan Completion Fee	general	\$7,500.00
Certificate of Occupancy Rebate	general	\$7,500.00
Tax Abatement Application	general	\$250.00
Industrial Park Land Purchase Deposit	general	\$1,000.00
Other Financial Assistance Deposit	general	\$1,000.00
Planner		
Regular-time, per hour	general	\$58.00
Over-time, per hour	general	\$72.00

City Code Chapter 33; Appendix A
2023 Fee Schedule

Annexation	\$200.00 plus state filing fee of \$45/acre (minimum of \$100, maximum of \$600)
Parking Contribution in Lieu of Actual Space \$500.00	



MEMORANDUM

Date: December 20, 2022
 To: Mayor and City Council
 From: Sara B. King, Accountant
 RE: 2022 Budget Amendments

SUMMARY

Budget amendments are periodically needed to align the City's spending plan.

BACKGROUND INFORMATION

Amending the City's budget demonstrates the City's desire for good financial stewardship. Individual explanations are listed next to each budget amendment request below.

Budget Amendments for Fund 409, Future Improvement Fund:

Type	Account Code	Account Description	Current 2022 Budget	(Proposed) Amended 2022 Budget	Change from Current Budget (\$)	Justification
Revenues	R 409-47410-39211	Transfer from General Fund	-	120,200	(120,200)	Staff recommends setting aside funds that were in the 2022 property tax levy to be used in future years: the \$40,200 for the medium duty dump truck replacement (to be used in the 2023 budget), and \$80,000 for the Fox Run Park.
Expenditures	E 409-47410-711	Transfer to General Fund	164,913	13,900	(151,013)	Staff recommends canceling the transfer of \$68,413 from the Small Cities Assistance for streets received in 2021, the \$29,000 from the airport fuel line upgrade, the \$6,800 from the pavilion renovation, and \$46,800 for the medium duty dump truck, all to be used at a future time.
			\$ 164,913	\$ 134,100	\$ (271,213)	Net effect to FIF Reserve Balance

Budget Amendments for Fund 531, HRA Eastwood Fund:

Type	Account Code	Account Description	Current 2022 Budget	(Proposed) Amended 2022 Budget	Change from Current Budget (\$)	Justification
Expenditures	E 531-47000-601	Bond Principal	125,000	-	(125,000)	The Mora HRA was able to meet its obligations for their bond, so the City did not need to cover the bond payments in 2022.
Expenditures	E 531-47000-612	Interest Expense	72,145	-	(72,145)	The Mora HRA was able to meet its obligations for their bond, so the City did not need to cover the bond payments in 2022.
			\$ 197,145	\$ -	\$ (197,145)	Net effect to HRA Eastwood Fund Reserve Balance

Memorandum

Budget Amendments for Fund 101, General Fund:

Type	Account Code	Account Description	Current 2022 Budget	(Proposed) Amended 2022 Budget	Change from Current Budget (\$)	Justification
Revenues	R 101-43121-39214	Transfer from Capital Projects Fund	115,213	-	115,213	Since the medium duty dump truck wasn't purchased in 2022, and the street projects weren't completed as expected, staff recommends canceling the transfers from FIF.
Revenues	R 101-43180-39216	Transfer from Enterprise Fund	126,369	26,369	100,000	Subtract \$100,000 for the storage facility addition at the city garage, due to supply chain disruptions.
Revenues	R 101-47310-33422	Other State Grants & Aids	-	46,200	(46,200)	Adjustment to reflect actual Petrofund reimbursement received for 2013-2014 airport fuel leak claim.
Revenues	R 101-47310-39102	Comp. for Loss of Fixed Assets	-	5,110	(5,110)	Adjustment to reflect actual insurance claim proceeds received for 2013-2014 airport fuel leak claim.
Revenues	R 101-47310-39214	Transfer from Capital Projects Fund	29,000	-	29,000	Subtract \$29,000 for airport fuel line upgrade project that couldn't be completed in 2022.
Expenditures	E 101-41000-437	Miscellaneous	800	18,800	18,000	Payment of assessments on city-owned property in the North Grove Street Improvement project
Expenditures	E 101-43121-500	Capital Outlay	172,000	75,000	(97,000)	Subtract the budgeted amount for the medium duty dump truck that wasn't purchased due to supply chain disruptions.
Expenditures	E 101-43121-714	Transfer to Capital Projects Fund	-	40,200	40,200	Due to supply chain disruptions, the medium duty dump truck replacement couldn't be purchased in 2022. Staff recommends moving the budgeted funds to the Future Improvement Fund, to be used during the 2023 budget cycle (recently added to the 2023 budget).
Expenditures	E 101-43180-500	Capital Outlay	100,000	-	(100,000)	Subtract \$100,000 for the storage facility addition at the city garage, due to supply chain disruptions.
Expenditures	E 101-45202-500	Capital Outlay	107,000	20,200	(86,800)	Subtract \$6,800 for the pavilion renovation near City Hall that wasn't completed, and the \$80,000 for the Fox Run Park, both delays due to supply chain disruptions.
Expenditures	E 101-45202-714	Transfer to Capital Projects Fund	-	80,000	80,000	Transfer the \$80,000 for the Fox Run Park that wasn't used to the Future Improvement Fund.
Expenditures	E 101-47310-500	Capital Outlay	29,000	-	(29,000)	Subtract \$29,000 for airport fuel line upgrade project that couldn't be completed in 2022.
			\$679,382	\$ 311,879	\$ 18,303	Net effect to General Fund Reserve Balance

OPTIONS & IMPACTS

- A. Motion to approve 2022 budget amendments, as presented.
- B. Do not approve 2022 budget amendments.

RECOMMENDATIONS

Motion to approve 2022 budget amendments, as presented.



M E M O R A N D U M

Date: December 20, 2022
 To: Mayor and City Council
 From: Jeff Krie, Activities & Recreation Coordinator
 RE: 2022 MAC Season Recap

SUMMARY

Staff will provide information regarding the 2022 MAC season to City Council and answer any questions that Council may have.

MAC REVIEW	2022	2021	2019	2018
Patrons June	6527	7619	4862	6035
Patrons July	8218	9799	9130	7649
Patrons August	4158	4842	4665	4754
Total Patrons	18903	22260	18657	18438
Concessions June	\$21,896	\$16,786	\$11,184	\$13,598
Concessions July	\$22,589	\$22,145	\$17,192	\$15,109
Concessions August	\$10,389	\$8,645	\$7,293	\$7,387
Concessions Total	\$54,874	\$47,575	\$35,669	\$36,094
Front Desk/Swim June	\$25,098	\$29,213	\$15,545	\$17,446
Front Desk/Swim July	\$29,906	\$36,284	\$23,202	\$23,458
Front Desk/Swim August	\$11,389	\$10,070	\$5,405	\$6,752
Front Desk/Swim Total	\$66,393	\$75,566	\$43,792	\$47,656
Bonus Tickets Total	\$21,128	\$19,020	\$9,206	\$8,360
Swim Lesson Total	\$51,426	\$46,920	\$51,520	\$50,030
Pool Rental Total	\$3,000	\$2,700	\$2,000	\$0
Total Revenue	\$196,821	\$188,781	\$141,887	\$142,140
Total Expenditure	\$303,258	\$280,883	\$323,430	\$270,087

RECOMMENDATIONS

None, information only.

Attachments

None



MEMORANDUM

Date: December 20, 2022
To: Mayor and City Council
From: Glenn Anderson, City Administrator
RE: Fire Call Write Off Request

SUMMARY

The City Council will discuss fire call write off.

BACKGROUND INFORMATION

In December 2021 the City of Mora sent an invoice for a fire call in Peace Township and received payment for fire services. The check was sent for payment to the City without a copy of the invoice. Payment was inadvertently applied to another fire call in Peace township.

The homeowner received a receipt of paid in full issued from the township. City staff and administrator have been in contact with the Township. Pat O-Brien stated that that there had been efforts to collect the remainder of the bill with failed attempts and that the township would not pay for the charge.

OPTIONS & IMPACTS

After discussion with the fire chief, it was agreed that the fire bill could be written off with council's approval.

RECOMMENDATIONS

Motion to approve to write off the fire bill.

Attachments

Email Correspondence on invoice

Invoice to township re-issued



CITY OF MORA
 101 LAKE STREET SOUTH
 MORA MN 55051

Invoice

No. 20220274
 Date 10/14/2022

To: PEACE TOWNSHIP
 % BETTY CAZA
 2025 290TH AVE
 MORA MN 55051

Shipped	Ship Via	Terms	Contract	Contact	Customer PO#
		30 Days Net		Sara King	20210344
Qty	Unit	Description		Unit Price	Amount
1	Hour	- FIRE DEPARTMENT RESPONSE		\$500.00	\$500.00

Special Instructions	SubTotal	Amount
<i>At this time, only cash or check payments can be accepted. Please send a copy of your invoice with your payment. Thank you!</i>	Tax	\$0.00
	Shipping	\$0.00
	TOTAL	\$500.00

PAID \$0.00

Mora Area Fire Department response to a fire call at 2290 280th Ave on December 28, 2021.

Property Owner: Cody Kahlhamer

PID: 12.03380.00

Please note: this invoice is an addendum to original invoice # 20210344 issued on 12/29/2021.

Due to a clerical error, check # 5997 in the amount of \$500.00 from Peace Township was applied to this invoice on 01/18/2022. Due to software limitations, the payment in error cannot be removed from the invoice. Thus, this invoice is intended to reinstate the \$500.00 that was misapplied.



Thank You !

From: [Sara King](#)
To: [Natasha Segelstrom](#); [Mandi Yoder](#)
Subject: FW: Check # 5997
Date: Thursday, December 15, 2022 3:27:07 PM
Attachments: [2022-10 - 20220274 - PEACE TOWNSHIP - \\$500.00 - Invoiceet.pdf](#)

Sara B. King, CB
Accountant
City of Mora | 101 Lake Street South | Mora, MN 55051-1588
Direct – 320.225.4826 | City Hall – 320.679.1511 | Fax – 320.679.3862

www.ci.mora.mn.us

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The City of Mora is an Equal Opportunity Provider/Employer. For TDD, call 711.

From: Sara King
Sent: Wednesday, October 19, 2022 8:23 AM
To: Glenn Anderson (g.anderson@cityofmora.com) <g.anderson@cityofmora.com>
Subject: FW: Check # 5997

Hi Glenn –

Here's the copy of the email I sent to Betty Caza, clerk for Peace Township, regarding the invoice we discussed this morning. Thanks!

Sara B. King, CB
Accountant
City of Mora | 101 Lake Street South | Mora, MN 55051-1588
Direct – 320.225.4826 | City Hall – 320.679.1511 | Fax – 320.679.3862

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From: Sara King
Sent: Friday, October 14, 2022 4:25 PM
To: dbcaza46@gmail.com

Subject: Check # 5997

Hi Betty –

I've been in contact with Pat O'Brien about a fire call invoice for the Partridge family (invoice # 20210325), and we finally figured out the mystery. Peace Township check # 5997 in the amount of \$500.00 was misapplied to another fire call invoice for Kahlhamer. I apologize for the inconvenience this error has caused.

As of today, I have cancelled the Partridge invoice and it is no longer due. In addition, I have issued a new invoice for the Kahlhamer fire call to reinstate the \$500.00 that is still due. Our software provider does not allow me to reverse a payment on an invoice, which is why I had to reissue the invoice. I've attached a copy for your reference. Thank you for your patience as we sort out this issue. If you have any questions, please let me know.

I hope you have a wonderful day! 😊

Sara B. King, CB

Accountant

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

Direct – 320.225.4826 | City Hall – 320.679.1511 | Fax – 320.679.3862

www.ci.mora.mn.us

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MEMORANDUM

Date: December 20, 2022
To: Mayor and City Council
From: Kirsten Faurie, Community Development Director
RE: Rezoning of 719 Highway 65 from B-2 to R-3

SUMMARY

The City Council will consider rezoning a property from B-2 General Business District to R-3 Multiple Dwelling District.

BACKGROUND INFORMATION

The property located at 719 Highway 65, is currently zoned B-2 General Business District and the property owners, Andrew and Teresa A. Kelling, have requested the property be rezoned to R-3 Multiple Dwelling District. The applicant, Steve Kelling, has indicated to staff it is his intent to construct multi-family dwellings on the property if it is rezoned.

The Planning Commission conducted a public hearing for this request on Dec. 12, 2022. No members of the public expressed opposition to the proposed zoning. Staff received two phone calls regarding the rezoning: One urged care during construction to reduce any potential environmental impacts to the south; another spoke in support of rezoning and supported the development of more housing in the area.

The commission recommended approval.

OPTIONS & IMPACTS

1. Adopt Ordinance No. 489, approving the rezoning of 719 Hwy. 65 from B-2 General Business District to R-3 Multiple Dwelling District.
2. Motion to deny the rezoning approving the rezoning of 719 Hwy. 65 from B-2 General Business District to R-3 Multiple Dwelling District, providing specific reasons for denial to be included in the written record.
3. Table the request for further consideration. The review period for this request expires January 20, 2023.

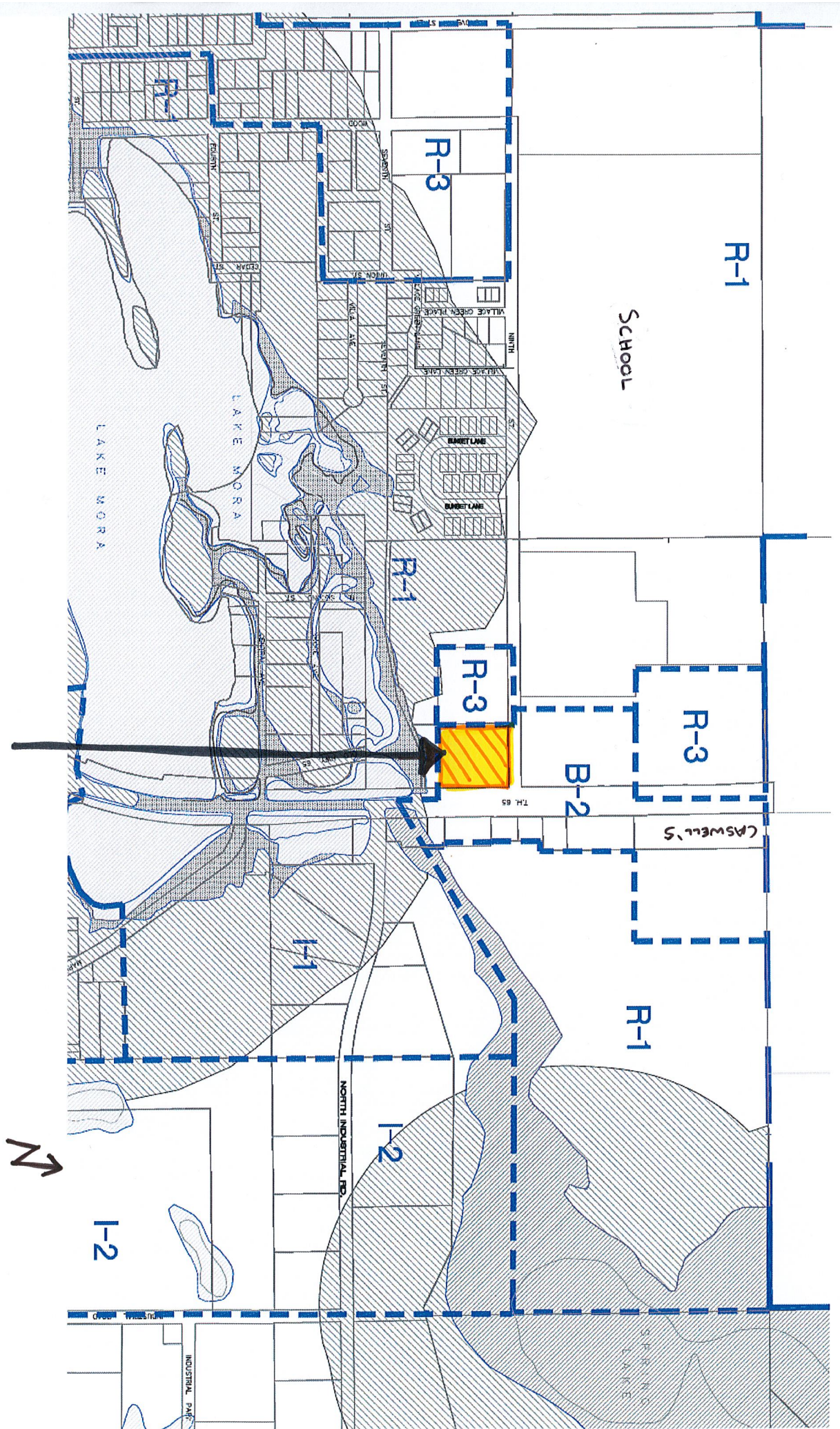
RECOMMENDATION

Motion to adopt Ordinance No. 489.

Attachments

Map of proposed rezoning location
Resolution PC2020-0301
Proposed Ordinance No. 489

LOCATION OF
PROPOSED REZONING



RESOLUTION NO. PC2022-1201

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MORA, MINNESOTA,
RECOMMENDING APPROVAL OF THE REZONING OF 719 HIGHWAY 65 FROM B-2 GENERAL BUSINESS
DISTRICT TO R-3 MULTIPLE DWELLING DISTRICT AS REQUESTED BY THE PROPERTY OWNERS**

WHEREAS, Andrew and Teresa A. Kelling, property owners, and Steve Kelling, applicant, submitted an application dated received November 10, 2022 and considered complete on November 21, 2022 for the rezoning of one property from B-2 General Business District to R-3 Multiple Dwelling District; and

WHEREAS, the subject site is located at 719 Highway 65; and

WHEREAS, the subject site, with adjacent public right-of-way, is 3.67± acres in size and includes properties legally described as:

PID 22.00310.50

*The East 330 feet of the North 485 feet of the Southeast Quarter of the
Northeast Quarter (SE 1 /4 of NE 1/4)
Section 11, Township 39, Range 24,
Kanabec County, Minnesota*

WHEREAS, notice was provided and on December 12, 2022, the Planning Commission conducted a public hearing regarding this application, at which it heard from the Community Development Director and invited members of the public to comment; and

WHEREAS, the Planning Commission considered several criteria for rezoning and made the following findings:

- | | |
|-------------|---|
| Criteria #1 | The proposed rezoning is consistent with the goals, objectives and policies of the Comprehensive Plan. |
| Finding #1 | <i>The 2021 Comprehensive Plan Land Use Map currently designates the subject area as "residential/commercial transition" and the proposed rezoning is consistent with this use. The proposed rezoning meets the Comprehensive Plan housing goal to "Encourage the development and maintenance of a broad variety of housing types to provide the full range of housing opportunities at different sizes, densities, and price ranges." High and medium density residential areas are generally considered compatible with major transportation thoroughfares.</i> |
| Criteria #2 | The proposed rezoning is compatible with the overall character of existing development in the immediate vicinity of the affected property. |
| Finding #2 | <i>Existing multi-family development immediately to the west, and R-1 Single Family Residential zoning to the south makes the proposed rezoning compatible with the character of the surrounding area.</i> |
| Criteria #3 | The proposed rezoning will not have an adverse effect on the value of adjacent properties. |
| Finding #3 | <i>There is no evidence to suggest that the proposed rezoning will have any adverse effect on the value of adjacent properties.</i> |

Criteria #4 The subject area proposed for rezoning is adequately served by public facilities and services.

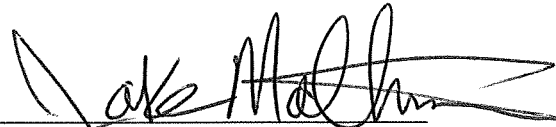
Finding #4 *The subject area is currently served by municipal water, sewer, electric and all other public facilities and services.*

NOW THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF MORA, MINNESOTA, that the Planning Commission hereby recommends approval of the rezoning of 719 Highway 65 from B-2 General Business District to R-3 Multiple Dwelling District as requested by the property owners.

Adopted by the Planning Commission of the City of Mora, Minnesota,
this 12th day of December, 2022.

Sheldon Shepard aye
Lance Strande aye
Jake Mathison aye

Sara Treiber aye
(Vacant) —



Jake Mathison
Chair

ATTEST: 

Kirsten Faurie
Community Development Director

ORDINANCE NO. 489

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA,
APPROVING THE REZONING OF 719 HWY 65
FROM B-2 GENERAL BUSINESS DISTRICT TO R-3 MULTIPLE DWELLING DISTRICT
AS REQUESTED BY THE PROPERTY OWNERS**

THE CITY COUNCIL OF THE CITY OF MORA, KANABEC COUNTY, MINNESOTA ORDAINS:

Section 1. That Andrew and Teresa A. Kelling, property owners, and Steve Kelling, applicant, have requested the rezoning of 719 Highway 65 from B-2 General Business District to R-3 Multiple Dwelling District.

Section 2. The subject site is 3.67± acres in size and includes properties legally described as:

*PID 22.00310.50
The East 330 feet of the North 485 feet of the Southeast Quarter of the
Northeast Quarter (SE 1 /4 of NE 1/4)
Section 11, Township 39, Range 24,
Kanabec County, Minnesota*

Section 3. That notice was provided and on December 12, 2022, the Planning Commission conducted a public hearing regarding the proposed rezoning, at which it heard from the Community Development Director and invited members of the public to comment.

Section 4. That the Planning Commission unanimously recommended approval of the rezoning.

Section 5. That the City Council reviewed the request and considered the Planning Commission’s recommendation at its December 20, 2022 meeting and found that the rezoning is consistent with the Comprehensive Plan Land Use Map designation of Residential/Commercial Transition and Comprehensive Plan housing policies; that the rezoning is compatible with the character of the surrounding area; that the rezoning will not have an adverse effect on the value of adjacent properties; and, that the subject area is adequately served by public facilities and services.

Section 6. That the request for the rezoning of 719 Highway 65 as legally described in Section 2, from B-1 Central Business District to R-3 Multiple Dwelling District is hereby approved and the city’s official Zoning Map shall be amended accordingly.

Section 7. That this ordinance shall become effective upon its passage and publication.

The foregoing ordinance was introduced and moved adoption by Council Member _____ and seconded by Council Member _____.

Voting for the ordinance:
Voting against the ordinance:
Abstained from voting:
Absent:

Motion carried and ordinance adopted this 20th day of December, 2022.

Alan Skramstad, Mayor

ATTEST:

Glenn Anderson, City Administrator



MEMORANDUM

Date: December 20, 2022
To: Mayor and City Council
From: Kirsten Faurie, Community Development Director
RE: Engineering Services & Private Development

SUMMARY

City Engineer Greg Anderson, SEH, has been asked to work on construction plans for a private development within the city. Before proceeding, discussion should be had on pros, cons and potential conflicts.

RECOMMENDATIONS

Listen and discuss information from city engineer

Attachments:

Email Correspondence

From: [Greg Anderson](#)
To: [Glenn Anderson](#)
Cc: [Kirsten Faurie](#); [Caleb Christenson](#)
Subject: Kelling Project on 9th Street
Date: Tuesday, November 15, 2022 2:06:30 PM


Glenn,

I reviewed this project with Kirsten, Caleb and Joe last week when I was in town. We discussed how we felt the water main, sanitary sewer and storm would work best for the City. On the developer's Certificate of Survey their surveyor noted that they do not do engineering and the developer should reach out to the city engineer or others to prepare the engineering plans. Typically in Mora we haven't prepared plans for the developer as I end up reviewing them as the city engineer. That being said, we (SEH) are doing the final construction plans on private developments as city engineer for Cambridge. The City felt that it was more efficient than having us going back and forth with a developer's engineer to get to an approved plan as the infrastructure on the plans was ultimately going to be the City's to maintain.

Sherman reached out to us for a quote to prepare the construction plans for them. Before I respond to Sherman I wanted to verify with you that it is a possibly or not for SEH to prepare these plans.

If you are fine with us proceeding with this, I'd prefer to run the costs through the City and have you pass them on to the developer rather than have a direct contract with Sherman. I think that would be more transparent.

Let me know your thoughts and if you have any questions,
Greg

Greg F Anderson, PE  (MN)
Principal, Regional Practice Center Lead
Short Elliott Hendrickson Inc.
651.490.2172 direct | 612.720.5883 mobile | 651.490.2000 main

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MEMORANDUM

Date December 20, 2022
 To Mayor and City Council
 From Mora Area Fire Department, Jeremy Frahm
 RE Fire tender truck Purchases

SUMMARY

Discuss pre-order of new #2,000-gallon tender for year 2024 from Midwest Fire.

Discuss purchase of used #2,000-gallon tender for #6 tender replacement.

3 attachments are being provided to see the pricing comparisons.

BACKGROUND INFORMATION

The Mora Fire Department truck committee has been meeting for the last few years discussing trucks for replacement and use. Currently, we are due for a new tender (water truck) to replace the existing tanker (93) #3 which needs upgrading due to age and condition, in reference to the current CIP. Due to the time constraints, we are at the point that we are asking approval for purchase from Midwest Fire now to lock in delivery for 2024.

We are also asking to purchase a replacement for #6 tender now with a used tender to help extend the purchase cycle and reduce current repair and maintenance cost. Tender #6 no longer has "new" replacement parts available. This brand or truck has become obsolete and any major repairs that are needed are made with used or junked out parts.

After discussion, MAFD truck committee staff feels that a projected life of 30 years should be acceptable for tenders coming into the hall moving forward.

OPTIONS IMPACTS

Both items are not budgeted this year. Monies would come out of the truck fund.

1. New tender from Midwest Fire- down payment of \$10,000.00 to lock in the build and delivery for 2024. The total price currently is \$234,842.00. The estimated life is 30 years.
2. Used tender from Helie- Price is \$119,350. The estimated life left is 20 years.

RECOMMENDATIONS

Discuss and direct staff to move forward with-

-Approval to purchase new tender for delivery in 2024 from Midwest Fire not to exceed \$250,000.00

-Approval to purchase used tender for delivery December 2022 from Helie not to exceed \$135,000.00

Attachments: Midwest Fire- Helie- Custom Fire



MIDWEST FIRE®

**2000 Gallon All-Poly® Series Tanker
Specifications**

Prepared for: Mora Area Fire Department>

Mora, Mn

Midwest Fire Rep: Scott Boll

Date: 10.7.22

QMS-WIN-022 Rev 0

Notes:

Date	Change Order #	Op Number	Description	Rev

10.07.22 Mora Area Fire Department AP 2000 Specs

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SECTION 1: BOOSTER TANK

1.00 "T" Tank with a Lifetime Warranty from Its Manufacturer

The All-Poly Series features a polypropylene "T" style tank. The top of this tank may be used as a hose bed, with optional dividers (see section 14). Hose beds stretch the full width and full length of the tank.

"T"-style tank fabricated from non-corrosive, stress-relieved virgin copolymer polypropylene thermoplastic material. All exterior tank joints and seams are extrusion welded. All welds conform to DVS and AWS standards. All joints, seams, and welds tested for integrity and leaks and are certified to be free from defects. The top of the tank is white with a textured finish and is fitted with removable lifting eyes designed with a 3-to-1 safety factor to facilitate easy removal.

The upper rear of the tank has a transverse internal bulkhead isolated from the water carrying portion of the tank. This area may be used for wiring connections and for installing lights and grab handles. The use of external blocks for mounting equipment will be kept to a minimum providing a pleasant appearance. Wire tubes will be installed inside the tank, originating in the transverse bulkhead, and terminating at the bottom of the tank. Wires for lights and equipment will not be visible from the outside of the tank.

The material thickness will be dependent upon its function. The sides, top and ends will be 3/4" (.75) thick. The baffles and fill tower will be 3/8 to 1/2" (.50) thick.

The transverse swash partitions extend approximately 4" off the floor to just under the cover. The longitude swash partitions extend from the floor to the tank through the cover to allow for positive welding and maximum integrity. All partitions are equipped with vent and air holes to permit movement of air and water between compartments. The partitions are designed to provide maximum water flow. All swash partitions interlock with one another and are welded to each other as well to the walls of the tank. This baffling system will be fully compliant with NFPA and the DOT regulations.

There will be a sump located on the bottom of the tank with a 3/4" drain valve at the lowest point. A 3" minimum removable clean out plug is installed at the bottom rear and bottom front of the tank.

Tank fill couplings backed with flow deflectors to disperse the stream of water entering the tank, and capable of withstanding sustained fill rates of up to 1,000 G.P.M. at 100 PSI maximum.

All auxiliary outlets and inlets must meet NFPA 1900 guidelines in effect at the time of manufacture.

1.01 Tank Size

1.01.02 All-Poly Series 2000 gallon

1.02 Rear Fill Tower

Tank has an overhead fill tower with lid, located at the rear of tank. Fill tower is constructed of 1/2" polypropylene with minimum dimensions of 16" square. The tower has a 1/4" removable Poly screen and a polypropylene hinged-type cover with a vent overflow. An internal overflow system is to be inside in the tank and discharge behind the rear wheels. This allows air to enter the tank when dumping water.

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1.02.00 Center

THE TANK WILL CARRY A LIFETIME WARRANTY FROM ITS MANUFACTURER

SECTION 2: DIRECT FILLS AND TANK LEVEL

2.00 Street Side Direct Fill

A fill directly into the tank at the rear of the apparatus is equipped with a valve, a 30-degree elbow, bleeder valve, plug or cap holder with a tether chain.

2.00.07 Street Side 4" w/5" Storz

2.02 Tank Level Gauge

- Pressure transducer mounted on the outside of the tank in an easily accessible area. Sealed foam tanks (if so equipped) will require zero pressure vacuum vents.
- Super bright LED display viewable from 180 degrees with a visual indication at multiple accurate levels.
- Weather resistant connectors to connect to the digital display, the pressure transducer, and the apparatus power. Additional displays are easily integrated and will receive data from the same source as the Master Display; no additional transducers required.
- Tank level gauge indicates the liquid level on easy-to-read LED display.
 - 2.02.00.02 Tank level gauges automatic off, parking brake disengaged.
All tank level gauges will automatically turn off when the parking brake is disengaged and will automatically turn on when engaged.

2.02.08 One (1) Innovative Controls Soft Glo Series Water Tank Level Gauge

2.02.08.02 Installed outside the pump compartment.

2.02.08.03 Installed at the rear street side.

2.03 Spanner Wrenches

One (1) adjustable hydrant wrench and two (2) spanner wrenches with holder.

2.03.02 Installed on the curb side rear panel.

2.04 Storz Wrenches

Storz wrenches. Four (4) Storz spanner wrenches with holder

2.04.01 Installed on the street side rear panel.

SECTION 3: DUMP VALVES AND CHUTES

Newton 10" square stainless-steel Kwick-Dump Gate style (full flow) dump valves with stainless-steel flip chutes and telescopic chutes. For improved water flow, the dump valve is attached directly to the tank and not by use of a rear manifold system.

3.01 Rear Swivel Dump Valve

Swivel Dump can dump water from the street side or curb side or any point in between which meets NFPA requirements for water delivery on three sides of the vehicle. It features a telescoping extension, retractable for storage.

- 3.01.01 36" manual telescoping chute with manual dump valve.
- 3.01.01.02 Curb side handle

SECTION 4: PORTABLE TANK CARRIER

4.00 Manual Tip-down Portable Tank Carrier

One (1) manual tip-down portable tank carrier for loading/unloading of a folding water tank located above the catwalk and designed to fold down over the body side. When in the up position the tank, carrier will be secured with heavy duty locking DeStaco latches. The tank carrier is constructed of 1 1/4" 14-gauge stainless-steel square tubing.

A red "Carrier down" flashing LED warning light visible to the driver will illuminate when the portable tank carrier is not in the stowed position.

- 4.00.04 2100 gallons, curb side

4.01 Manual Carrier Enclosure Option

Portable tank carrier enclosure is enclosed on three sides and is equipped with two grab rails, except for the wind deflector. If equipped, the wind deflector option is installed on the tank carrier towards the front, and only has one grab rail.

- 4.01.01 Portable Tank Carrier with front aluminum Tread-brite wind deflector.

4.06 Portable Tank

The portable tank frame will be constructed with the requested material below. The tank liner is constructed of nylon -coated material, 23 oz. side walls and a 30 oz. floor with handles installed in the floor for ease of folding. All portable tanks will have two outlets.

- 4.06.04 2100 Gallons, Aluminum Frame, <Yellow>, 135"x 29"

SECTION 5: BODY AND COMPONENTS

Body

- The body will be enclosed on all sides and incorporate closed wheel wells and finished storage compartments.
- Stainless-steel corner guards to protect from damage on road and fire scene.
- Front lower vertical surface of body protected with aluminum Tread-brite.

Tank

- The tank is affixed to the cradle utilizing hat channel mounting brackets constructed of 1/4" thick stainless-steel. The channels are mounted beneath the center of the tank before and after the

cross members of the cradle. The channel is surrounding these members and is bolted directly to the bottom of the tank thereby securing the tank to the cradle.

- This mounting system provides a free-floating connection of the tank to the cradle which allows the chassis frame's normal movement and twist to introduce no stress upon the tank or body.

Fenders

- Fenders will be integral with the side of the body.
- Fender wells are constructed with full circular copolymer polypropylene thermoplastic inner liners for ease of cleaning and maintenance.

Materials

- The entire body is fabricated from non-corrosive, stress-relieved virgin copolymer polypropylene thermoplastic material.
- All exterior body joints and seams are extrusion welded.
- All welds will conform to DVS and AWS standards.
- All joints, seams, and welds will be tested for integrity and are certified to be free from defects.
- All joints and are 100 percent welded inside and out; no skip welding is permitted.

THE BODY WILL CARRY A LIFETIME WARRANTY FROM ITS MANUFACTURER

5.00 Fenderettes

Fenderettes are installed on the wheel wells to prevent splash and enhance appearance. The fenderettes extend approximately 1" beyond the body side and are designed to be replaced. All fasteners will not be exposed to the exterior of the fenderettes or body.

5.00.01 Chrome Fenderettes

5.01 Rub Rail - Aluminum

The bottom edge of the entire apparatus will have an aluminum rub-rail installed including the pump house, and rear step. The rub-rail is replaceable, made from solid extruded aluminum and features a reflective stripe at the rail center.

5.01.01 Red/White Stripe

5.02 Tow Eye

Attached to the rear of the chassis frame is a black powder coated steel support system that provides extra strength to the rear body with integrated tow eyes.

5.03 Cradle

An all-aluminum cradle is engineered and constructed to connect the chassis frame with the copolymer tank and body. The cradle is constructed using extruded aluminum tubing .25" thick and extruded aluminum flats .375" thick. Cradle cross members are spaced to restrict unsupported portions of the tank between cross members to a maximum of 550" squared. There are cushioned rubber extrusions placed over all tank support areas to isolate the tank from the aluminum cradle.

SECTION 6: BODY COMPARTMENTS

6.00 Street Side Compartments

- A sweep-out style compartment provided on the street side, integral to the body, constructed using white copolymer material.
- Each compartment will have an anodized aluminum roll-up door, door activated LED compartment lights, corrosion resistant vents, black Turtle Tile plastic dry decking, and floor drains.
- Compartments at wheel height or below (located ahead or behind rear wheels) are 25" deep.
- Full height compartments have stepped depth: 12" above the wheel wells and 25" at wheel height or below.
- Compartments located above the wheel wells are 12" deep.

6.00.01 Street Side Front Low Compartment

Compartment is located on the street side, ahead of the rear wheels. Approximate inside dimensions are <>" wide by 32" tall by 25" deep.

6.01 Curb Side Compartments

- A sweep-out style compartment provided on the curb side, integral to the body, constructed using white copolymer material.
- Each compartment will have an anodized aluminum roll-up door, door activated LED compartment lights, corrosion resistant vents, black Turtle Tile plastic dry decking, and floor drains.
- Compartments at wheel height or below (located ahead or behind rear wheels) are 25" deep.
- Full height compartments have stepped depth: 12" above the wheel wells and 25" at wheel height or below.
- Compartments located above the wheel wells are 12" deep.

6.01.01 Curb Side Front Low Compartment

Compartment is located on the curb side, ahead of the rear wheels. Approximate inside dimensions are <>" wide by 32" tall by 25" deep.

SECTION 7: RUNNING BOARDS, CATWALKS, AND REAR STEP

7.00 Running Boards

A 12" wide running board is located at the base of the pump house and is made from embossed aluminum tread plate and includes a replaceable extruded aluminum rub rail.

7.01 Catwalks

Catwalks are located above the street and curb side compartments, made of embossed aluminum tread plate, and bent at a 30-degree angle to provide a drip rail.

7.02 Rear Step

The rear step is NFPA compliant non-slip and made of embossed aluminum tread plate with a 7" tall kick plate. Rounded polished aluminum castings installed on the corners of the step.

SECTION 8: GRAB RAILS AND FOOTSTEPS

8.00 Grabs Rails

The grab rails are made of 1 ¼ " diameter extruded aluminum tubing with knurled finish and chrome plated stanchion brackets.

8.00.01 Rear Grab Rails

Vertical grab rail(s) provided at the rear.

8.00.01.03 One (1) Grab Rail, Curb Side

8.00.08 Hose Bed Grab Rail

One (1) horizontal grab rail located below the hose bed at the rear of the truck.

8.01 Access Steps

As per NFPA 1901 standards, all steps are a minimum of 35" square.

8.01.01 Upper-Level Hose Bed Folding Steps

There are large steps with kick-plates provided at the rear of tank for access to the hose bed area. The two upper steps are illuminated. The two lower steps are only illuminated by the two upper steps.

8.01.01.04 Folding Steps, Chrome Plated, Two (2) Steps, Curb Side

8.01.04 Lower-Level Rear Steps

Large illuminated steps provided at the rear for access to the catwalk area. The steps are a minimum of 35" square with polished kick-plates.

8.01.04.01 Chrome Plated, Folding Step, One (1), Curb Side

SECTION 9: ELECTRICAL EQUIPMENT

9.00 Multiplex Electrical System

9.00.01 Innovative Controls Multiplex System

- The apparatus is equipped with a battery disconnect "Master Switch" mounted inside the chassis cab.
- Control Display
The apparatus is equipped with a full color LCD display, with push buttons and touch screen capability with J1939 CAN Bus connections and video inputs. It is bonded for direct sunlight viewing, sealed against harsh weather conditions, and mounted flush in the center console.
- Push Button Switch Modules
The apparatus is equipped with the appropriate quantity of push button switch modules for enhanced device activation. Individual switches are backlit with symbol labels. Switch panels

are sealed against harsh weather conditions and have LED indicators. Each switch position's back light may be individually controlled allowing for the specific switch position to be used as an indicator.

- The multiplex system includes the functions of the Vehicle Data Recorder and Seat Belt Monitor.
- The multiplex system utilizes a Controller Area Network (J1939) protocol to provide multiplexed control signals for "real time" operation. The system consists of a main control module and the appropriate combination of additional module(s), Switch Input Module(s), and other I/O modules as required for each apparatus' application.

9.00.03 Bench Seat Multiplex System

- The apparatus is equipped with a bench seat and will have a push button switch panel to control the functions of the apparatus. The previously stated "Control Display" will be omitted and replaced by a push button switch panel.
- Relocation of chassis dash equipment maybe necessary such has HVAC controls, cup holders, etc. that may interfere with the occupants while in the riding position.
- Custom control boxes might be fabricated depending on the options selected.

9.01 DOT Lighting Details

- A total of nine (9) LED clearance lights and seven (7) red LED lights installed at the rear.
- Two (2) amber LED lights are installed on the front street and curb sides.
- Reflectors are installed per DOT specifications.
- A red warning light visible to the driver in the chassis cab that illuminates when a compartment door is ajar/open.
- An illuminated license plate bracket installed at rear.

9.02 Lower-Level Rear Lighting

9.02.01 Quad cluster Taillight Package

Two (2) LED Quad-Cluster combination include: red LED stop/tail, clear LED backup light, amber LED arrow type turn signal, and LED warning light, installed at the rear. Light assemblies provided in chrome plated housing.

9.02.01.02 Whelen M6 Series Quad-Cluster

9.04.01.02 Rear View Camera

9.06 Power Distribution Options

9.06.06 12V Power Strip

A 12V Battery Power, 6 position overload/short protected terminal strip will be installed in the upper front sill of the compartment unless specified otherwise.

9.06.06.09 Inside Center Console, Wired to Chassis Battery

9.06.06.10 Inside Center Console, Wired to Master Switch

SECTION 10: EMERGENCY SIREN AND LIGHTING EQUIPMENT

10.00 Apparatus Control Center

All emergency lighting, options, and accessories are controlled at a master control center in the cab.

The apparatus control center:

- Controls all warning lights and scene lights.
- Includes an "Open Door" and other optional indicator lights.
- UV700 Multiplex display – If equipped.
- Controls other optional functions if equipped. (I.E. Electric Dump Valves, Pump Shift)
- Mounted Electronics, Sirens, and Radios – If equipped.
- Features lighted identification plates on a non-glare panel face that clearly identify each switch and its function.
- Removable lid on console for maintenance and adding additional items.
- Control Centers will require that there be no seat in between the driver and passenger seats.

All warning packages are fully NFPA compliant and certified by the lighting component manufacturer to meet all requirements.

10.00.01 Center Console for Freightliner Chassis

10.01 Light Bar:

The light bar is mounted on the cab roof.

10.01.01 Whelen model Justice Series light bar

Whelen model Justice Series, Super-LED low-profile, 56" long. Covers front and front side zones. The light bar has four (4) linear corner modules with nine (9) Super-LED light heads per module, and six (6) CON3 modules with three (3) CON3 Super-LED light heads per module.

10.01.01.01 Whelen JE2NPFA Justice Series, Red

10.02 Siren:

10.02.01 Whelen Siren

Whelen Siren 200-watt, six (6) function Class A electronic siren, mounted in the chassis cab in a location convenient to the driver. The electronic siren includes full function, 17 Scan-Lock siren tones, and hard-wired microphone. The siren control is lighted for easy night operation. Cast aluminum speaker available with three (3) siren mounting locations.

10.02.01.02 Whelen 295SLSA1 siren w/ speaker flush mounted street side

10.04 Lower-Level Lights

10.04.04 Front/Rear Whelen M6 Series LED

Whelen M6 series LED lights. Front lights will be mounted on the grill of the chassis. Rear lights will be in taillight cluster with a chrome trim ring. Lights will have clear lenses.

10.04.04.02 Front/Rear Flashers, Red, Two (2) mounted on grill of chassis, Two (2) mounted on rear of body, Four (4) Total

10.05 Intersection Lights

All lights mounted 18" above the ground, and no higher than 60". One (1) positioned as far forward as possible, and one (1) positioned as close to the rear of the truck. *With three (3) lights one (1) positioned behind the cab, but in front of the rear wheels. Lights will include a bezel and have clear lenses.

10.05.03 Intersection, Red, M6 Series LED, Two (2) each side

10.06 Upper-Level Side/Rear Warning Lights

10.06.08 Whelen M9V2

Whelen M9V2 Series Combination LED Scene Light/Flasher with chrome bezel. Lights will have clear lenses.

10.06.08.02 Side/Rear, Scene/Flashers, Red, M9V2 Series, Two (2) each side of the tank in the front and rear upper corners, with two (2) on the rear of apparatus in the upper corners. (Six (6) Total)

10.07 Scene lights

Scene Lights are controlled from the control center located in the chassis cab and a One Touch switch pack located on the pump panel. Lights will include a chrome bezel.

10.07.05 Automatic Reverse Scene Wiring

Rear scene lights will be wired to illuminate when chassis is placed in reverse.

10.09 Ground Lights

10.09.01 Four (4) ground lights

There are four (4) LED ground lights installed to illuminate the area below the apparatus. Two (2) lights are installed on street and curb side below the chassis steps, and two (2) lights are installed on street and curb side below the rear step area. Grounds lights will be activated when parking brake is applied.

10.10 Accessory Lights

10.10.06 Step Lights

10.10.06.01 Four (4) Step Lights

There are four (4) LED step lights installed to illuminate the chassis steps. Two (2) lights are installed on the street and curb side below the chassis doors, one (1) per step. Two (2) lights are installed on the street and curb side below the top chassis step to

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illuminate the bottom step, one (1) per step. Step lights will be activated when parking brake is applied.

SECTION 11: PAINTING, LETTERING, STRIPING, AND SIGNS

11.00 Painting process

The entire tank, body, and components will be washed, sanded, prepped for primer, cleaned, and primed with PPG urethane primer filler. The body will be hand sanded and color match painted using a PPG Deltron base coat/clear coat paint. After paint is applied and properly cured the apparatus will be color sanded and buffed to a high gloss. The paint process is approved by PPG.

- 11.00.01 Color Match Single Tone, Safety Yellow
- 11.00.01.02 Color Matched, 1900 - 2000 gallon

10-YEAR WARRANTY ON PAINTED BODY PARTS

11.01 ID plate

There is a permanent plate located in the chassis cab with the following information:

Quantity and type of fluids used in the vehicle. This plate includes:

- Engine oil, quantity.
- Engine coolant, quantity.
- Chassis transmission fluid, quantity.
- Pump transmission fluid, quantity.
- Drive axle lubrication fluid, quantity.
- Air conditioning refrigerant, quantity.
- Air conditioning lubrication oil, quantity.
- Power steering fluid, quantity.
- Front and rear cold tire pressure.
- Number of personnel the vehicle is designed to carry located in an area visible to the driver.
- Height and length of the vehicle in feet and inches.
- Gross vehicle weight rating (GVWR) in pounds.
- A safety sign FAMA07, which warns of the importance of seat belt use, shall be visible from each seat that is intended to be occupied while the vehicle is in motion.
- A safety sign FAMA10, which warns of the need to secure items in the cab, shall be visible inside the cab.
- A safety sign FAMA15, which warns not to wear helmets while the vehicle is in motion, shall be visible from each seat that is intended to be occupied while the vehicle is in motion.
- A safety sign FAMA24, which warns personnel not to ride on the vehicle, shall be located at the rear step areas and at any cross walkways.
- Do Not Move Apparatus Light
 - A red flashing light located in the chassis cab. The light shall be illuminated automatically whenever the vehicles parking brake is not fully engaged and any of the following conditions exist:
 - Any passenger or equipment compartment door is not closed.

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- Any ladder or equipment rack is not in the stowed position.
- Stabilizer system is not in its stowed position.
- Powered light tower is not stowed.
- Any other device permanently attached to the apparatus is open, extended, or deployed in a manner that is likely to cause damage to the apparatus if the apparatus is moved.

11.05 Reflective striping

The apparatus body and chassis will have a reflective stripe on each side and the front bumper per NFPA 1901 standards.

11.05.01 (1x4) 4" wide white reflective stripe with a 1" wide white reflective stripe spaced approximately 1/2" above. Striping will be straight on the body and chassis.

11.05.01.01 Single Axle

11.05.03 Reflective tape inside chassis doors- Per NFPA 1901 standards any door designed to allow persons to enter, or exit has a minimum of 96 square inches of retro-reflective material affixed to the inside of the door.

11.06 Rear Chevron

11.06.04 Diamond Grade Pattern, Chevron 100%, w/ Shadow Flame

Per NFPA 1901 standards, 100 percent of the rear will include red and fluorescent yellow diamond grade pattern chevron retro-reflective striping installed, with each stripe a minimum of 6" wide, including an imbedded "shadow" flame outline.

SECTION 12: CORROSION PROTECTION AND MUD FLAPS

12.00 Corrosion Protection

The All-Poly Series body has several features which prevent corrosion.

- All fasteners are stainless-steel where applicable.
- All contacts of dissimilar metals are insulated with 3M products to prevent galvanic corrosion.
- Rub rails are Type II bright dip anodized.
- Tow rings are powder coated steel.
- The Poly body material eliminates the need for undercoating and sprayed on coating inside storage lockers.
- The Poly body material is non-corrosive and is frequently used for storing acids.
- The Poly body material eliminates many possibilities of dissimilar metal contact caused by galvanic reaction.

12.01 Mud Flaps

There are two mud flaps installed behind the rear wheels.

- The mud flaps are ¼ inch thick black rubber.
- The bottom of the mudflaps are fitted with chrome weights.

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SECTION 13: PUMP AND PLUMBING

13.01.09.5258 A 2 ½" tank to pump bung will be provided on the water tank for future installation of an engine driven pump in the street side front locker.

13.01.09.5259 A 2" tank fill/pump re-circulating bung will be provided on the water tank for future engine driven pump installation in the street side front locker.

SECTION 14: HOSE TRAYS, PRE-CONNECTS AND CROSS LAYS

14.13 No Hose Bed

The top of the tank will be flat, constructed of UV stable, white textured polypropylene with no side walls.

SECTION 17: CHASSIS ACCESSORIES

17.01 Hub and Lug nut covers

Stainless-steel hub and lug nut covers are installed on front and rear aluminum wheels

17.01.02 Single axle chassis.

17.01.02.02 Chassis OEM Install

17.03 Shoreline Connection, Kussmaul Pump Plus Series

One (1) Kussmaul Pump Plus, air and battery conditioner system installed.

17.03.04 Pump Plus 1000 PLC system, 15-amp, auto eject plug-in beneath the street side chassis door.

17.08 Air Horns

Two (2) Stutter Tone air horns mounted. Steering wheel horn switch will control the air horns unless specified otherwise.

17.08.00 Two (2) Air Horns installed, one (1) on each side of the hood.

17.08.00.02 Chassis OEM Install

17.08.04 One (1) foot switch located on the passenger side floor

17.08.04.02 Chassis OEM Install

17.10 Chassis Accessories

17.10.01 Tire Pressure Indicators

Tire pressure indicators installed to allow for inspection of pressure at the tire.

17.10.01.01 Tire Pressure Indicator for Single Axle Chassis

17.10.12 Engine Compartment Light, LED

A LED light will be installed in the engine compartment. The light will have at least 250 lumens and activated when the hood is open, and deactivated when the hood is shut.

17.11 Chassis Exhaust

17.11.01 Standard Chassis Exhaust Modifications

Chassis exhaust is modified to exit passenger side ahead of the rear wheels and vent outwards from the edge of the body. A heat shield will be fabricated from aluminum and installed between the body and the exhaust pipe. OEM supplied exhaust tip will be used when applicable.

17.11.01.01 Freightliner Exhaust Modifications

SECTION 18: LOOSE EQUIPMENT

Loose equipment required by NFPA not listed will be supplied by customer after delivery of the apparatus prior to being put in service.

18.08 Wheel Chocks

18.08.03 Two (2) Rubber Wheel Chocks, connected by rope, in spare compartment.

18.19 DOT Essential Kit

DOT Essential OSHA ANSI Compliant Kit includes:

- 21" Duffel Bag,
- DOT Compliant UL LISTED Fire Extinguisher 1.5 lb 5BC Fire Extinguisher. Plastic mounting brackets are included with all fire extinguishers (mounted by FD).
- DOT Compliant Set of 3 DOT Triangles in the plastic box.
- Set of 12 Electrical Fuses- 6 regular/6 Mini (spare fuses supplied by FD).
- Bulk ANSI A Weatherproof First Aid Kit with Plastic Case
 - (16) 1" x 3" Plastic Bandages, (1) 1/2" x 5 yd First Aid Tape, (10) Triple Antibiotic Ointment Packets, (10) BZK Antiseptic Towelettes, (1) CPR Mask w/ One Way Valve, (1) 4" x 4" Burn Dressing, (10) First Aid/Burn Cream Packets, 0.9 g, (1) 4" x 5" Cold Compress, (2) Sterile Eye Pads, (1) Eyewash, 1 oz, (6) Hand Sanitizer Packets, 0.9 g, (4) Nitrile Exam Gloves, (1) 2" Conforming Gauze Roll, (1) Scissors, (2) 3" x 3" Gauze Dressing Pads, (2) 5" x 9" Trauma Pads, (1) 40" x 40" x 56" Triangular Sling/Bandage.

SECTION 19: CHASSIS

19.00 Midwest Fire supplied chassis per specification attached. Brief summary below:

19.01 Customer furnished adequate chassis.

Chassis Summary			
Manufacturer	Freightliner	Cab Type (Reg, Ext, Crew)	Reg
Model	M2-106	Cab to Axle (in.)	130
Engine Manufacturer	Cummins	Wheelbase (in.)	195.9
Engine Model	L9	Front Axle Rating (Lbs.)	14.6K
Horsepower	360	Rear Axle Rating (Lbs.)	27K
Transmission Make	Allison	Paint Color Code	Safety Yellow Need Paint Code
Transmission Model	3000 EVS	Two-Tone Scheme	N/A
LED Headlights	Yes	Auxiliary Brake	Exhaust

Electric Windows	No	Rear Differential Locks	Single Full
Electric Locks	No	Air Brake System	Drum Brakes
Foot Pedal MPH	Mph 60	Cruise Control MPH	mph

***NFPA waiver required if speed exceeds NFPA limit for apparatus.**

SECTION 30: RESTRICTIONS

30.01 Maximum Height

30.01.01 No Restrictions

30.02 Maximum Length

30.02.01 No Restrictions

FINAL INSPECTION

The department will take physical possession of the truck and will receive all training on the operation of the truck at the Midwest Fire facility in Luverne, Minnesota during the final inspection/ delivery day.

DELIVERY

Transportation of the apparatus post final inspection is the responsibility of the department, please ask your representative for options.



Quote Number	00005322	Company Address	901 Commerce Road
Created Date	12/5/2022		P.O. Box 524
Expiration Date	1/5/2023		Luverne, MN 56156-0524
			US
Account Name	Mora Area Fire Department (MN)	Prepared By	Scott Boll
Contact Name	Jeremy Frahm	Email	scott@midwestfire.com
Phone	(320) 496-7148	Phone	507-690-2987
Email	smokeyj26@gmail.com		
Mailing Address	Mora, MN 55051		

Apparatus		
Product	Quote Description	Quantity
A) 1.01.02	All-Poly Series 2000 Gallon, "T" Style	1.00
A) 1.02.00	Rear Fill Tower, Center	1.00
B) 2.00.07	Direct Fill, Rear, Street Side 4" w/5" Storz Adapter	1.00
B) 2.02.00.02	Tank Level Gauges, Automatic Off, when Parking Brake is Disengaged	1.00
B) 2.02.08.02	IC, Soft Glo Series Tank Level Gauge, Outside Pump Compartment - Master	1.00
B) 2.02.08.03	IC, Soft Glo Series Tank Level Gauge, Rear Street Side	1.00
B) 2.03.02	Hydrant (1) One & (2) Two Spanner Wrenches, Curb Side Rear Panel	1.00
B) 2.04.01	Storz Spanner Wrenches, (4) Four, Street Side Rear Panel	1.00
C) 3.01.01.02	Rear Dump, SST Swivel, w/36" Tele Chute, Curb Side Handle	1.00
D) 4.00.04	Portable Tank Carrier, 2100 Gallons, Curb Side	1.00
D) 4.01.01	Portable Tank Carrier with Front Aluminum Tread-brite Wind Deflector	1.00
D) 4.06.04	Portable Tank, 2100 Gallon, Alum Frame, (See Spec for Color), 135" x 29"	1.00
F) 6.00.01	Street Side, Front Low Compartment	1.00
F) 6.01.01	Curb Side, Front Low Compartment	1.00
F) 6.970	70" Roll-Up Door	2.00
G) 7.02.03	Rear Step, 24" Deep	1.00
H) 8.00.01.03	Tank Grab Rails, (1) Vertical, Rear, Curb Side	1.00
H) 8.00.08	Grab Rail, (1) One, Rear, Below Hosebed	1.00
H) 8.01.01.04	Upper Level Hose Bed Folding Steps, Chrome Plated, Two (2) Steps, Curb Side	1.00
H) 8.01.04.01	Lower Level Rear Folding Steps, Chrome Plated, Curb Side, (1) One	1.00
I) 9.02.01.02	Quad-Cluster Tail Light Package, Whelen M6 Series	1.00
I) 9.06.06.09	12V Power Strip, Inside Center Console, Wired to Chassis Battery	1.00
I) 9.06.06.10	12V Power Strip, Inside Center Console, Wired to Master Switch	1.00
J) 10.00.01	Center Console for Freightliner Chassis	1.00
J) 10.01.01.01	Light Bar, LED, Low-Profile, Model Whelen, #JE2NFPA, Red	1.00
J) 10.02.01.02	Whelen 295SLSA1 Siren w/ Speaker Mounted flush mounted, Street Side	1.00
J) 10.04.04.02	Lower Level Lights, Front/Rear Flashers, Red Light, M6 Series LED, Four (4) Total	1.00



J) 10.05.03	Intersection Lights, M6 Series LED, Red Light, (4) Four , (2) Two Each Side	1.00
J) 10.06.08.02	Side/Rear Scene/Flasher, Red Light, M9V2R, (2) Each Side Tank, (2) Rear of Apparatus, (6) Six Total	1.00
J) 10.07.05	Automatic Reverse Scene Lighting	1.00
J) 10.09.01	Ground Lights, LED, (4) Four	1.00
J) 10.10.06.01	Step Lights, LED, (4) Four, Illuminate Chassis Steps	1.00
K) 11.00.01.02	Paint, Color Matched, Single Tone, 1900 - 2000 Gallon	1.00
K) 11.05.01.01	Reflective Striping, White, (1" x 4"), Straight on Truck & Body, Single Axle	1.00
K) 11.05.03	Reflective Striping Inside of Chassis Doors	1.00
K) 11.06.04	Rear Chevron, Diamond Grade Pattern, 100% of Rear, Red/Fluorescent Yellow, w/ Shadow Flame	1.00
N) 14.13	No Hose Bed	1.00
Q) 17.01.02.02	Hub and Lugnut Covers, Single Axle, OEM Install	1.00
Q) 17.03.04	Pump Plus 1000 System, 15-amp, auto eject plug-in beneath the street side chassis door	1.00
Q) 17.08.00.02	Air Horns installed on Each Side of the Hood, (2) Two, OEM Installed	1.00
Q) 17.08.04.02	One Foot Switch Located on the Passenger Side Floor, OEM Installed	1.00
Q) 17.10.01.01	Tire Pressure Indicators (Single Axle Chassis)	1.00
Q) 17.10.12.02	Engine Compartment Light, LED, OEM Installed	1.00
Q) 17.11.01.01	Chassis Exhaust, Standard Modifications	1.00
R) 18.08.03	Wheel Chocks, Rubber, (2) Two, Connected by Rope, in Spare Compartment	1.00
R) 18.19	DOT Essential Kit	1.00
S) 19.01	Freightliner Chassis M2 106 Cummins L9 360hp 14.6K 27K	1.00
S) 19.01	Freightliner Chassis	1.00
V) 30.01.01	Maximum Height - No Restrictions	1.00
V) 30.02.01	Maximum Length- No Restrictions	1.00
Z) NOR (1)	13.01.09.5258 A 2 ½" tank to pump bung will be provided on the water tank for future installation of an engine driven pu	1.00
Z) NOR (2)	13.01.09.5259 A 2" tank fill/pump re-circulating bung will be provided on the water tank for future engine driven pump i	1.00

Total Price

\$234,842.00



WELCOME TO MIDWEST FIRE



Building Relationships For Over 35 Years



Midwest Fire Equipment and Repair Company has been designing and manufacturing high-quality fire rescue vehicles in the United States since 1987.

We incorporate new technologies and creative design features into each truck we manufacture to ensure that it is among the most innovative, functional and safe apparatus on the market.



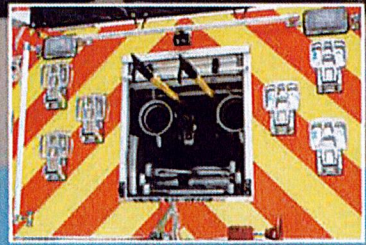
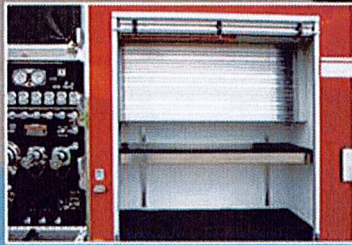
Building Relationships For Over 35 Years



We have a long tradition of working with fire departments that share our business values. We develop custom solutions to ensure our trucks meet the specific needs of each of the departments we serve.

We inspect each apparatus throughout the manufacturing process to maintain the highest level of quality and craftsmanship. We also provide service after the sale and industry leading warranties for each truck that leaves our facility.





ALL-POLY SERIES 2000

Midwest Fire Equipment & Repair Company manufactures high-quality fire apparatus to serve your community for decades. Operating with a neighborly style and Midwestern values, our skilled team of professionals work to design the most versatile, high value fire apparatus to aid firefighters in the protection of life and property.



Standard Features:

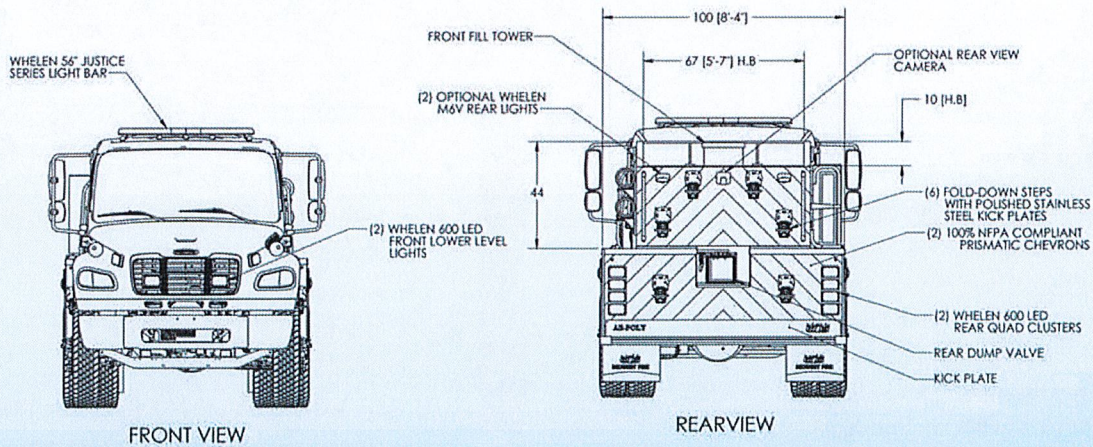
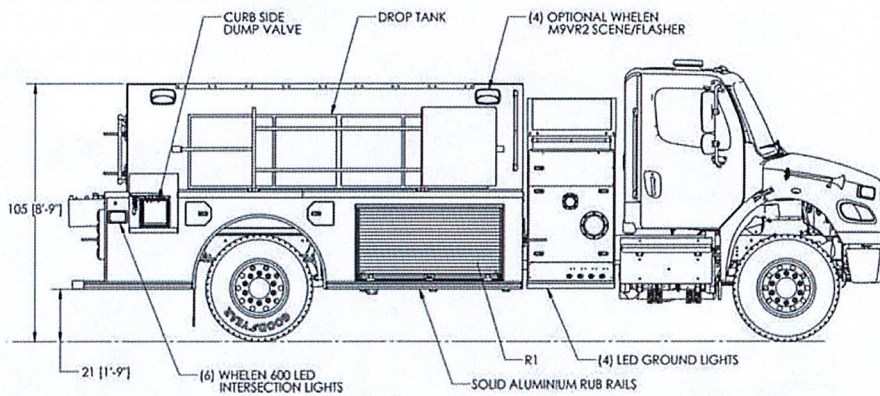
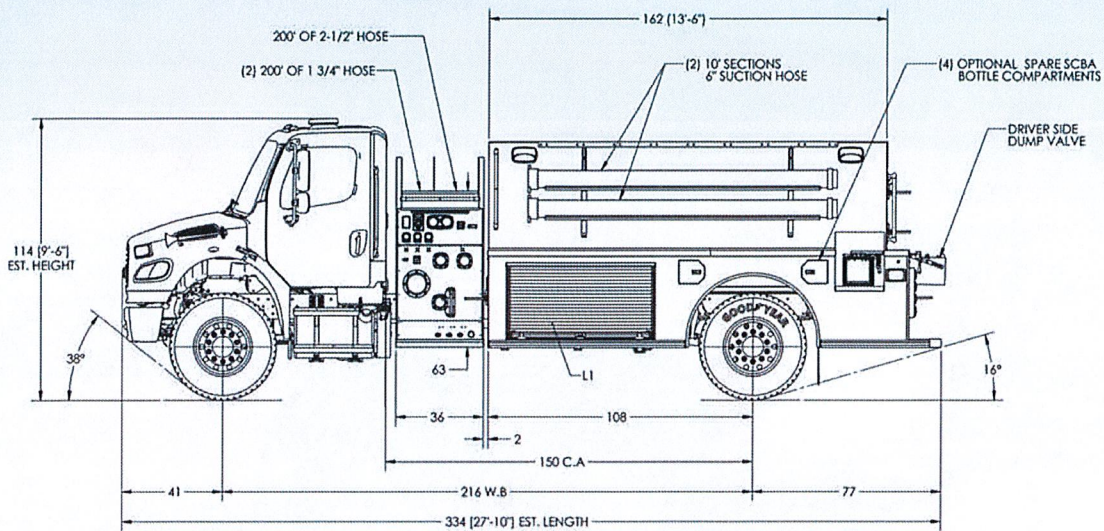
- All-Poly Body/Tank with Lifetime Warranty
- 2 1/2" - 5" Direct Tank Fill
- Stainless Steel Newton 10" Square Manual Dump Valves
- Portable Tank Carrier and Portable Tank
- All-Poly "Sweep Out" Style Compartments
- Anodized Aluminum Roll-Up Doors
- 500-1500 GPM PTO or Midship Pump
- Pump and Roll Capabilities
- 36" Pump House
- Full Width and Length Hose-Bed
- Pre-Connected Cross-Lays
- NFPA Warning, Lighting Systems, and Striping
- LED Lighted Footsteps and Compartments
- Class 1 ES-Key Electrical System

Options:

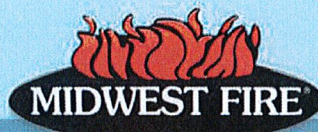
- Multiple Compartment Configurations
- Newton Electric Dump Valves
- Newton Swivel Dump Valve
- Zico Drop Tank Carrier
- Deck Gun and Remote Monitor
- Front, Rear, Side Discharge Options
- Freightliner, International, Kenworth and Peterbilt Chassis
- Lighting Accessories
- Front Bumper Extensions
- "Fold-Down" Rear Ladder
- More Customized Options Available



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MidwestFire.com • 1.800.344.2059



ALL-POLY SERIES 2000





ALL-POLY SERIES 3000

Midwest Fire Equipment & Repair Company manufactures high-quality fire apparatus to serve your community for decades. Operating with a neighborly style and Midwestern values, our skilled team of professionals work to design the most versatile, high value fire apparatus to aid firefighters in the protection of life and property.



Standard Features:

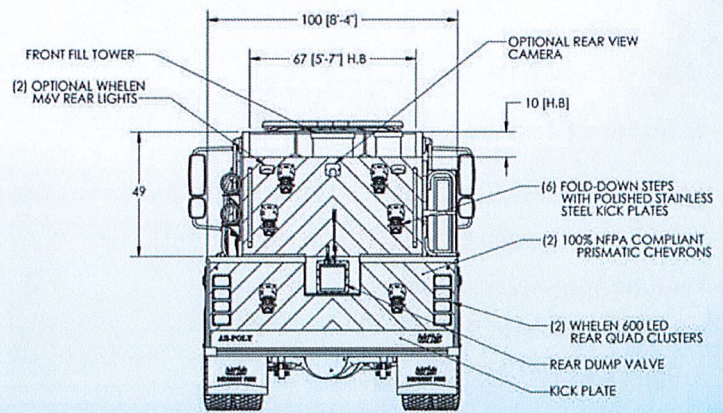
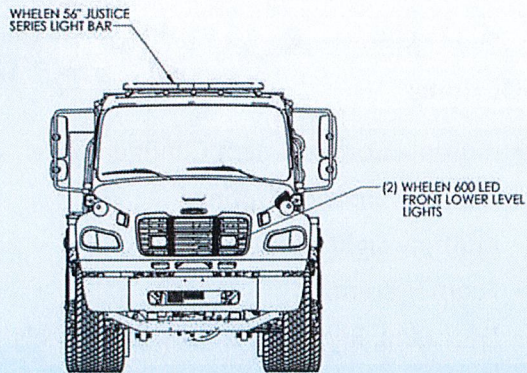
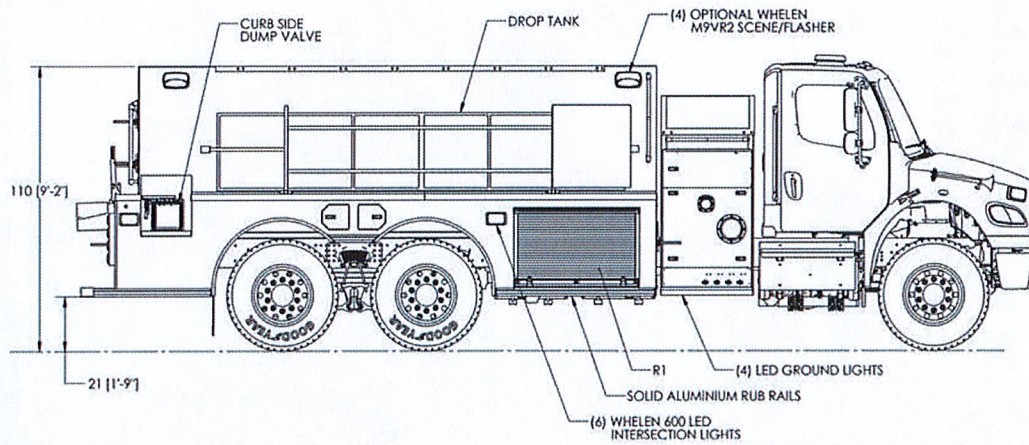
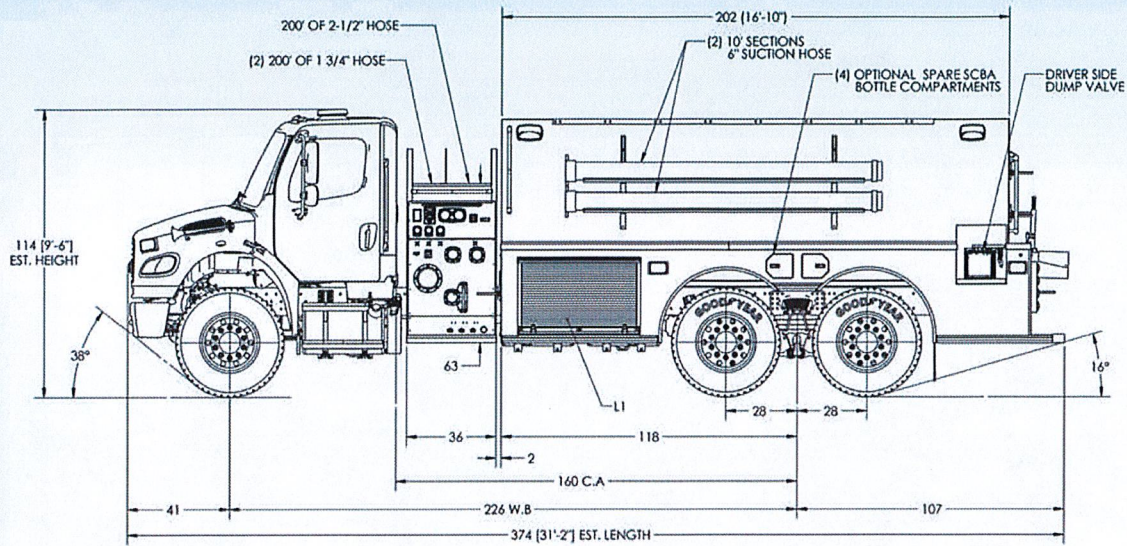
- All-Poly Body/Tank with Lifetime Warranty
- 2 ½" - 5" Direct Tank Fill
- Stainless Steel Newton 10" Square Manual Dump Valves
- Portable Tank Carrier and Portable Tank
- All-Poly "Sweep Out" Style Compartments
- Anodized Aluminum Roll-Up Doors
- 500-1500 GPM PTO or Midship Pump
- Pump and Roll Capabilities
- 36" Pump House
- Full Width and Length Hose-Bed
- Pre-Connected Cross-Lays
- NFPA Warning, Lighting Systems, and Striping
- LED Lighted Footsteps and Compartments
- Class 1 ES-Key Electrical System

Options:

- Multiple Compartment Configurations
- Multiple Shelving Options
- Newton Electric Dump Valves
- Newton Swivel Dump Valve
- Zico Drop Tank Carrier
- Deck Gun, Remote Monitor, Hose Reels
- Front, Rear, Side Discharge Options
- Freightliner, International, Kenworth and Peterbilt Chassis
- Lighting Accessories
- Front Bumper Extensions
- "Fold-Down" Rear Ladder
- More Customized Options Available



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ALL-POLY SERIES 3000



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ALL-POLY® SERIES PUMPER

Midwest Fire Equipment & Repair Company manufactures high-quality fire apparatus to serve your community for decades. Operating with a neighborly style and Midwestern values, our skilled team of professionals work to design the most versatile, high-value fire apparatus to aid firefighters in the protection of life and property.



Standard Features:

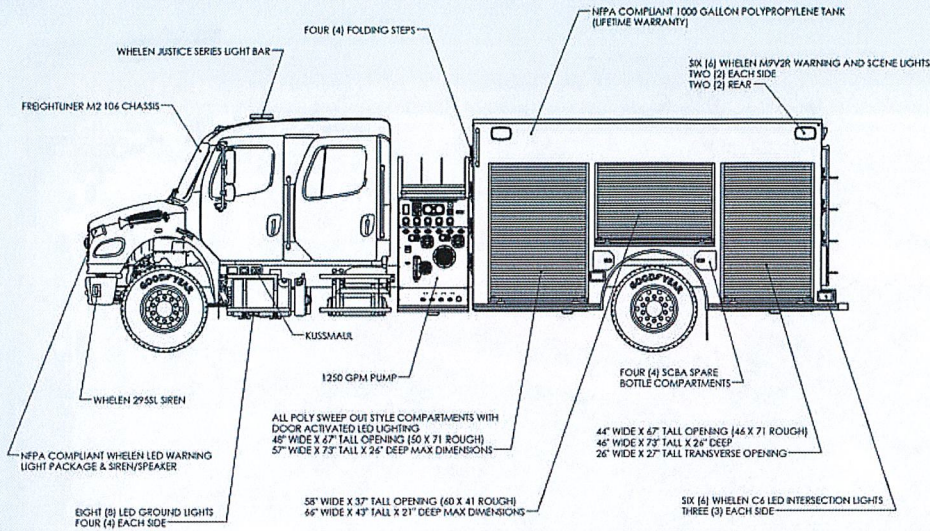
- All Poly® Body/Tank with Lifetime Warranty
- All Poly® "Sweep Out" Style Compartments
- Aluminum Roll-Up Doors
- 750-2000 GPM Pump
- Full Length Hose-Bed
- Pre-Connected Cross-Lays
- NFPA Warning Lights and Striping
- LED Lighted Footsteps and Compartments
- Through Tank Ladder/Suction/Pike Pole
- Class 1 ES-Key Electrical System
- SCBA Spare Bottle Compartments

Options:

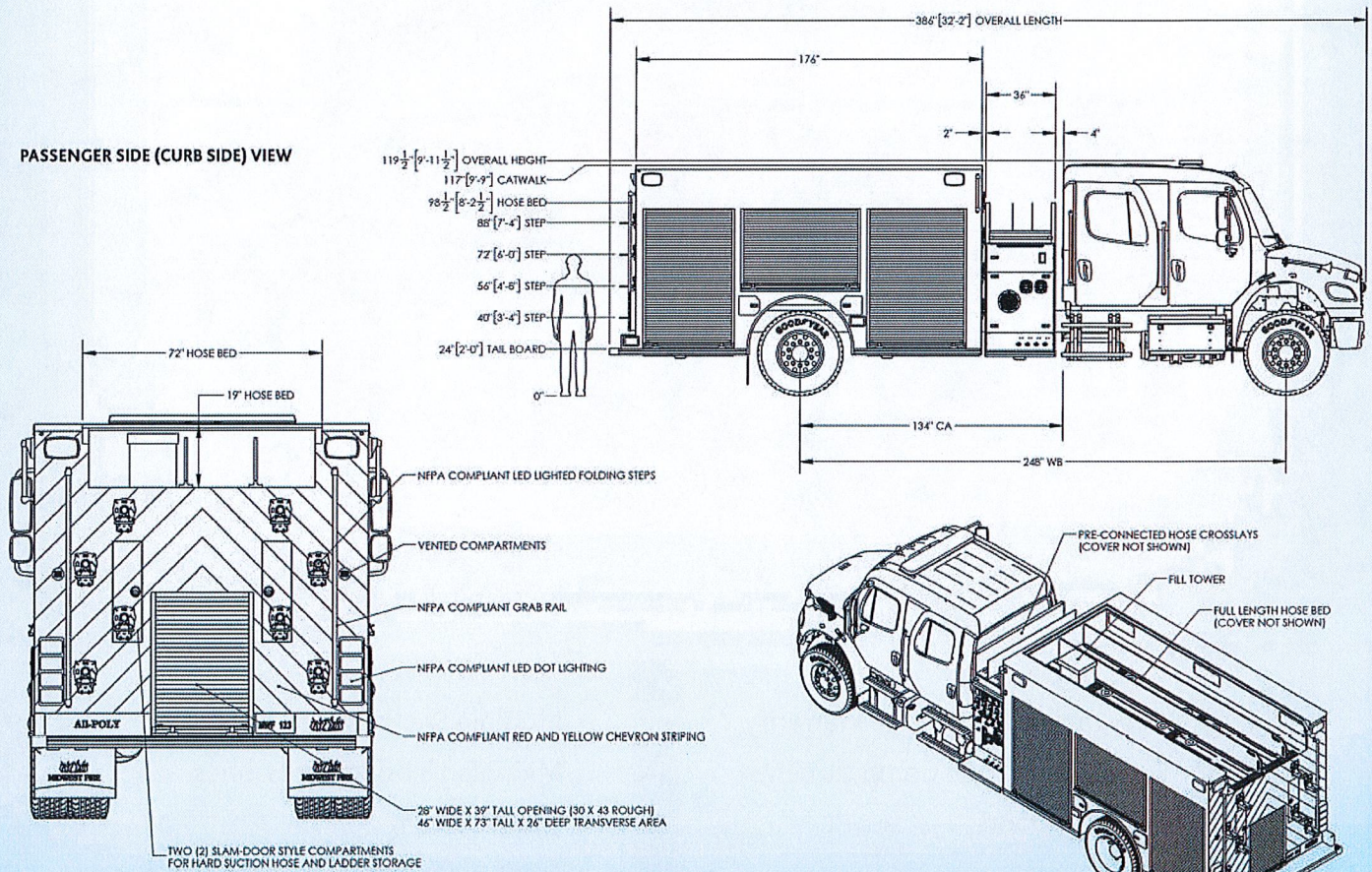
- Multiple Compartment Configurations
- Multiple Shelving Options
- Multiple Lighting Accessories
- Foam System
- Deck Gun, Remote Monitor, Hose Reels
- On-Board Generator
- Automatic Tire Chains
- Pump and Roll Capabilities
- Front Bumper Extensions
- Multiple Chassis Applications
- Multiple Customized Options Available



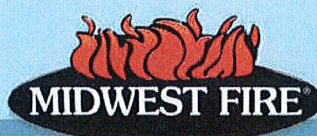
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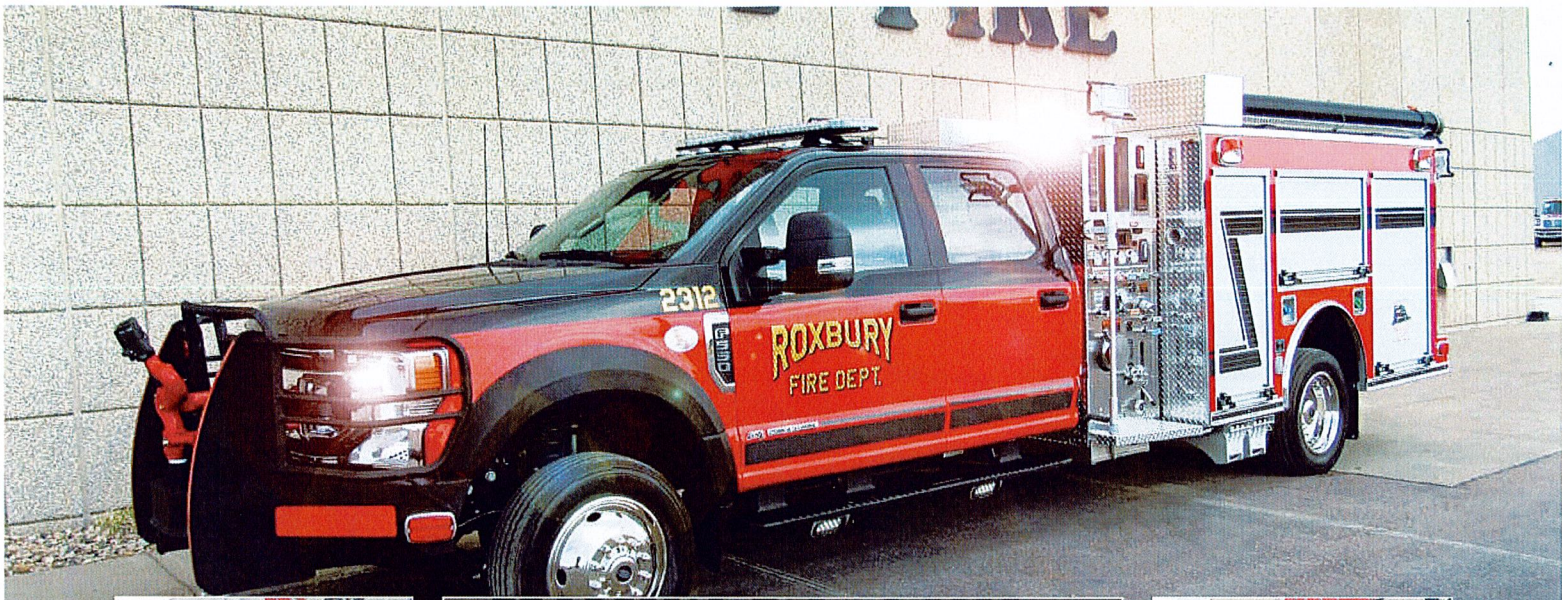
PASSENGER SIDE (CURB SIDE) VIEW



ALL-POLY® SERIES PUMPER



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ALL-POLY® SERIES MINI PUMPER

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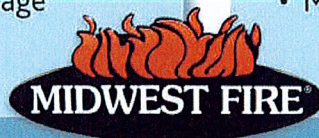


Standard Features:

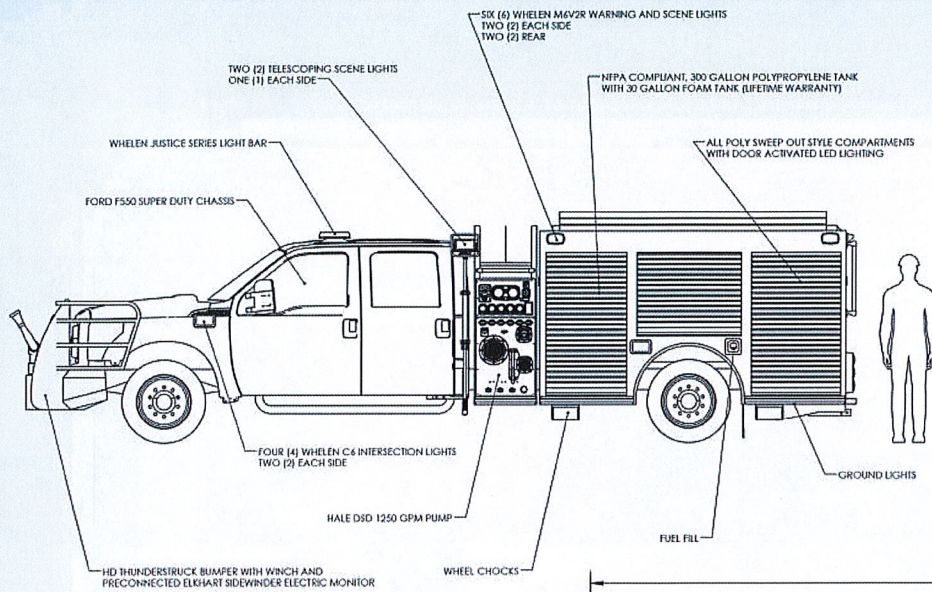
- All Poly® Body/Tank with Lifetime Warranty
- All Poly® "Sweep Out" Style Compartments
- Aluminum Roll-Up Doors
- 750-1500 GPM Pump
- Full Length Hose-Bed
- Pre-Connected Cross-Lays
- NFPA Warning Lights and Striping
- LED Lighted Footsteps and Compartments
- Overhead Ladder and Suction Storage

Options:

- Multiple Shelving Options
- Multiple Lighting Accessories
- Foam System
- Front, Rear, Side Discharge Options
- Deck Gun, Remote Monitor, Hose Reels
- On Board Generator/Power Inverter
- Front Bumper Extensions
- Coffin Compartments
- Multiple Customized Options Available

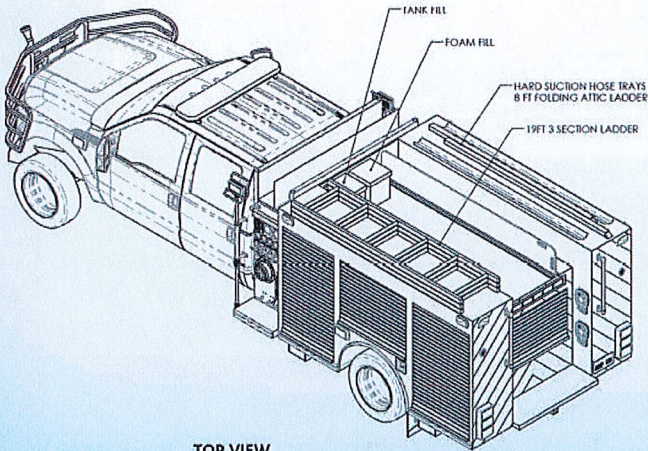
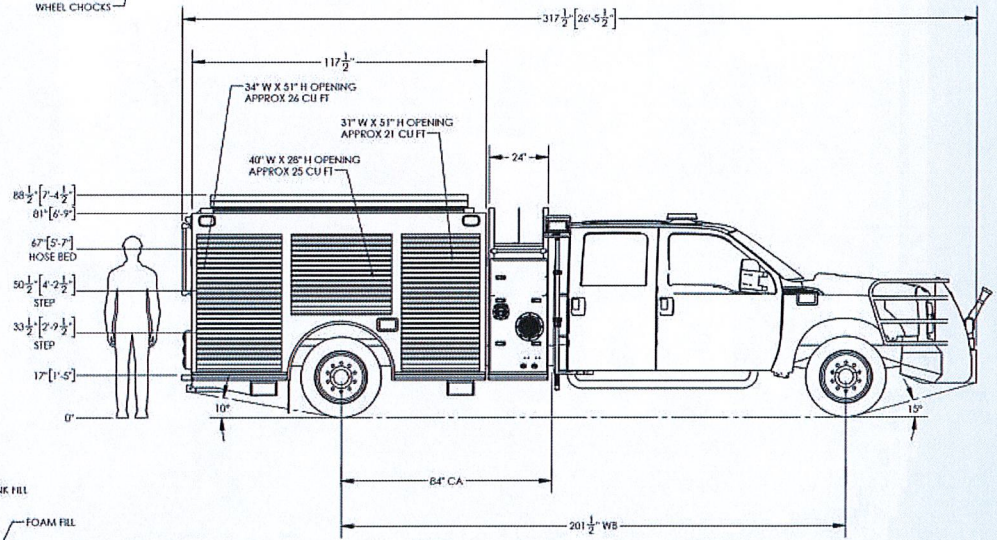


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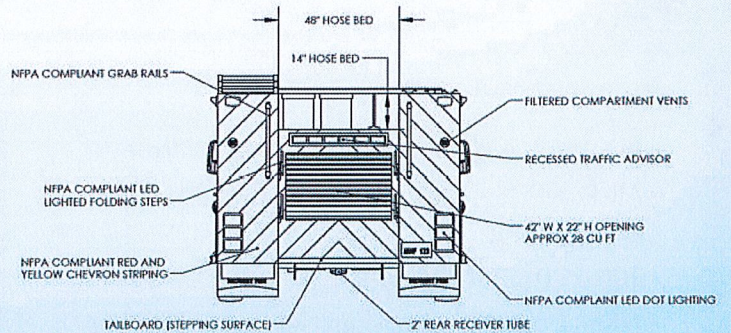


DRIVER SIDE (STREET SIDE) VIEW

PASSENGER SIDE (CURB SIDE) VIEW

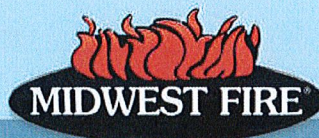


TOP VIEW



REAR VIEW

ALL-POLY® SERIES MINI PUMPER



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ALL-POLY QUICK ATTACK

Midwest Fire Equipment & Repair Company manufactures high-quality fire apparatus to serve your community for decades. Operating with a neighborly style and Midwestern values, our skilled team of professionals work to design the most versatile, high value fire apparatus to aid firefighters in the protection of life and property.



Standard Features:

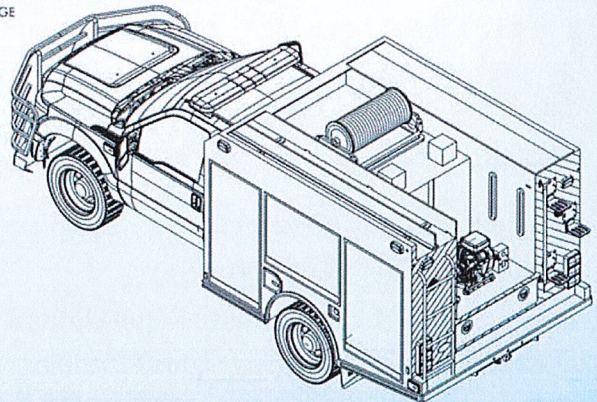
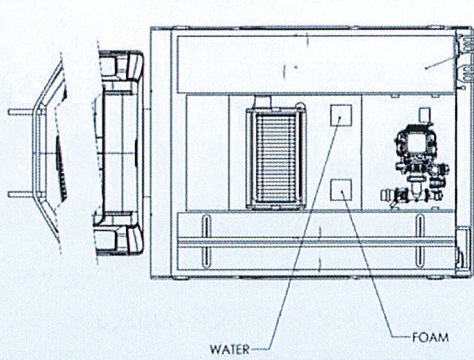
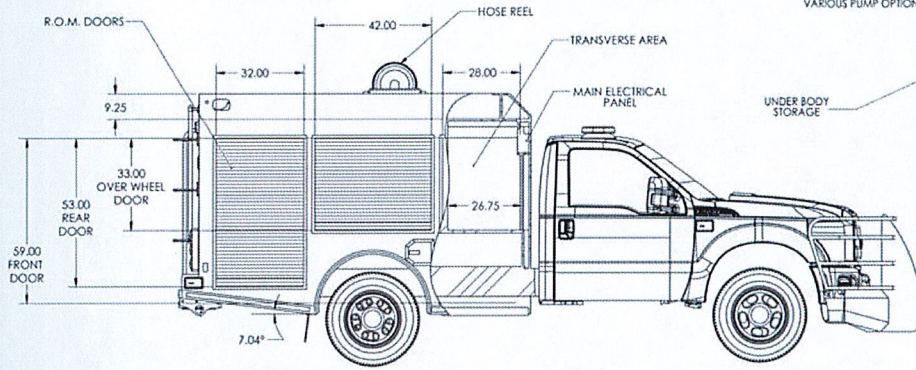
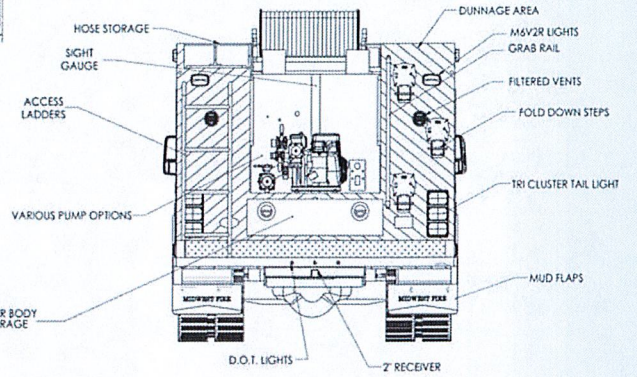
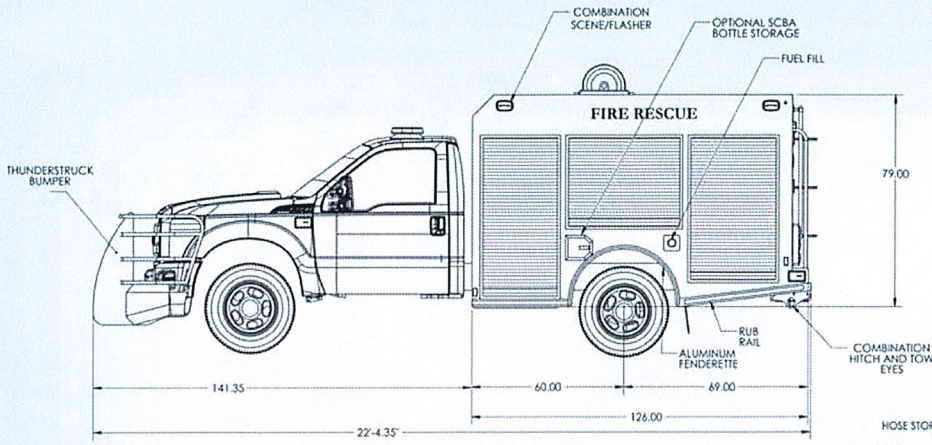
- All-Poly® Body/Tank with Lifetime Warranty
- All-Poly® "Sweep Out" Style Compartments with LED Lighting
- 100-700 GPM Engine-Driven Pump Options
- NFPA Compliant Warning Lights and Striping
- Emergency Siren & Speaker
- 150-300 Gallon Poly Tank
- Hose Reel Options
- 2" Rear Receiver Tube
- Anodized Aluminum Roll-Up Doors
- Aluminum Rub Rails

Options:

- Foam Systems Available
- Multiple Booster Reel Mounting Options
- Pre-Connected Hose Tray Options
- Poly Storage Trays
- Multiple Compartment Configurations
- Rescue Equipment Storage
- Front & Rear Winch Applications
- Remote Monitor
- Heavy-Duty Grille Guard
- Shelving & Slide-Out Tray Options
- Front & Rear Spray Bars
- Telescoping Lights
- Ford & Dodge Chassis
- More Customized Options Available



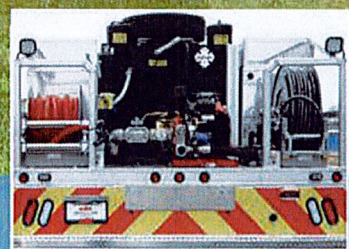
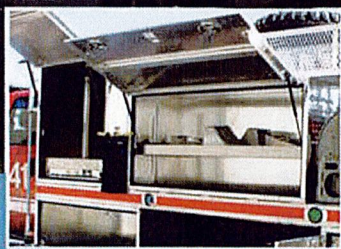
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ALL-POLY QUICK ATTACK



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BRUSH TRUCK

Midwest Fire Equipment & Repair Company manufactures high-quality fire apparatus to serve your community for decades. Operating with a neighborly style and Midwestern values, our skilled team of professionals work to design the most versatile, high value fire apparatus to aid firefighters in the protection of life and property.



Standard Features:

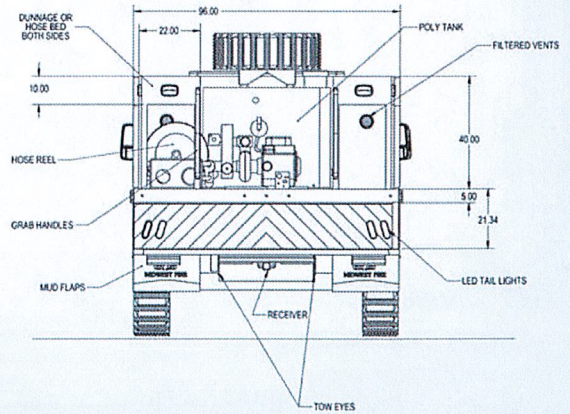
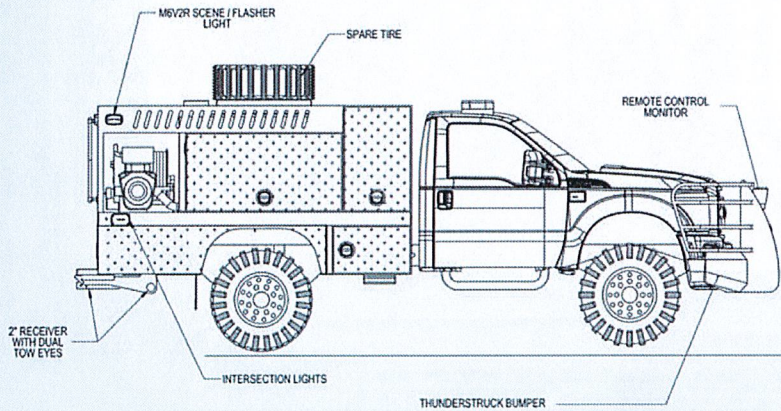
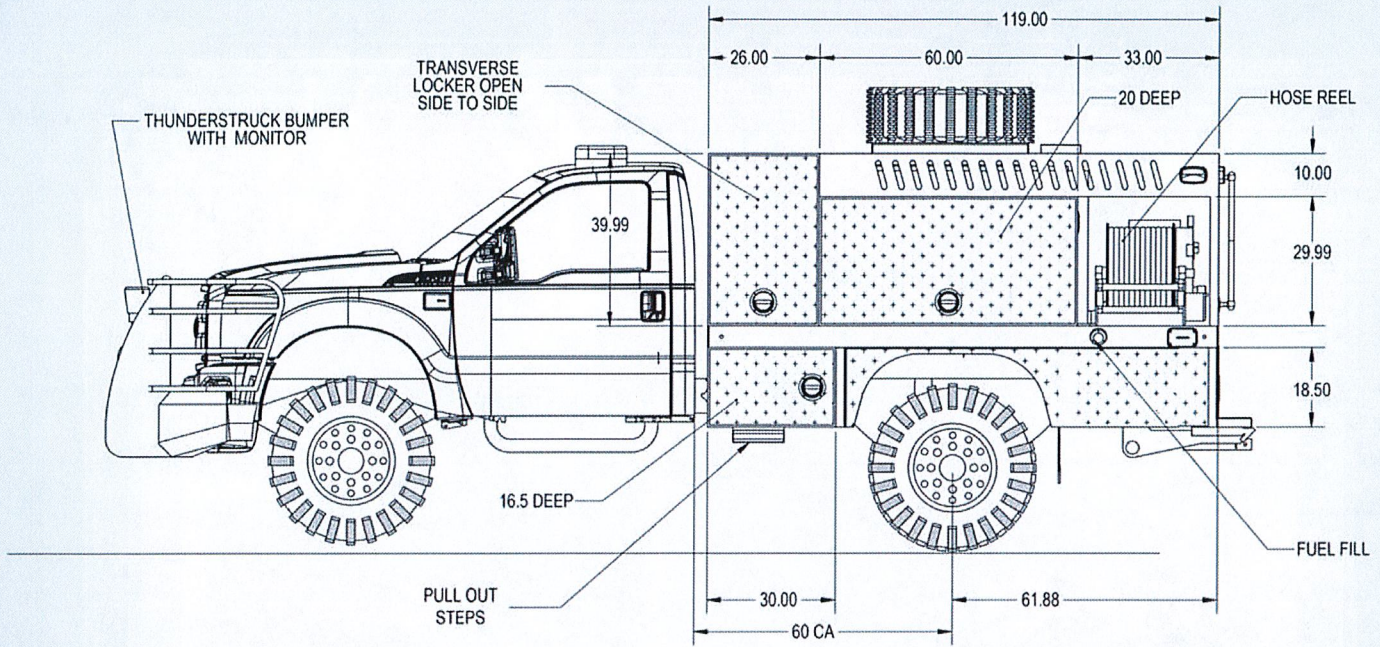
- Aluminum Body Construction
- Multiple Storage Compartments
- 100-700 GPM Engine-Driven Pump Options
- NFPA Compliant Warning Lights & Striping
- Emergency Siren & Speaker
- 150-500 Gallon Poly Tank with Optional Foam Cell
- NFPA Warning Lights and Striping
- Hose Reel Options
- Rear Receiver Hitch & Tow Ring
- Suspension Lift Kit & Super Single Tires

Options:

- Foam Systems Available
- Multiple Compartment Configurations
- Front & Rear Winch Applications
- Remote Monitor
- Heavy-Duty Grille Guard
- Shelving & Slide-Out Tray Options
- Front & Rear Spray Bars
- Scene Lighting
- Ford & Dodge Chassis
- Loose Equipment Mounting
- Multiple Customized Options Available



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BRUSH TRUCK



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ALL•POLY® TYPE 3

Midwest Fire Equipment & Repair Company manufactures high-quality fire apparatus to serve your community for decades. Operating with a neighborly style and Midwestern values, our skilled team of professionals work to design the most versatile, high value fire apparatus to aid firefighters in the protection of life and property.



Standard Features:

- All-Poly® Body & Tank with Lifetime Warranty
- 500 to 750 Gallon Poly Tank with Optional Foam Cell
- "Sweep Out" Style Compartments w/ Adjustable Shelves
- Internal Suction Hose Storage
- Side Control PTO Pump, 500 to 1500 GPM
- All-Poly® Swing Doors
- LED Lighted Footsteps and Compartments
- Full Length Hose Bed and Pre-Connected Cross Lay
- NFPA Compliant Warning Lights and Striping
- Class 1 ES-Key Multiplexing System
- Stainless Steel Plumbing

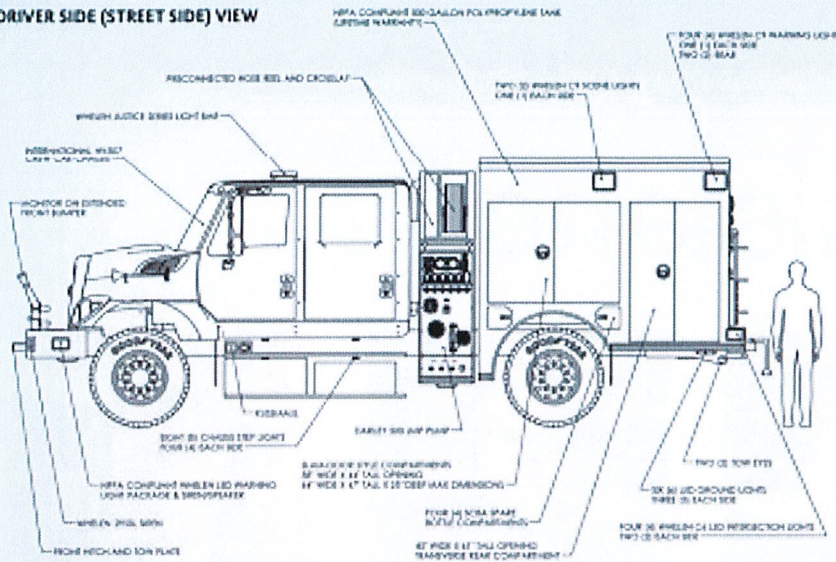
Options:

- Auxiliary Engine Driven Pump
- Ladder Storage
- Foam System
- I-Zone Interface Brackets
- Additional Hose Reel
- Permanent or Portable Winch
- Front and Rear Ground Sweeps
- Remote Monitor
- Chassis Step Storage
- Multiple Discharge Options
- Roll-Up Doors

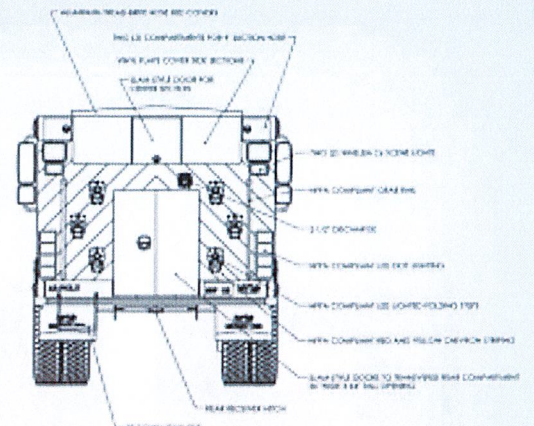


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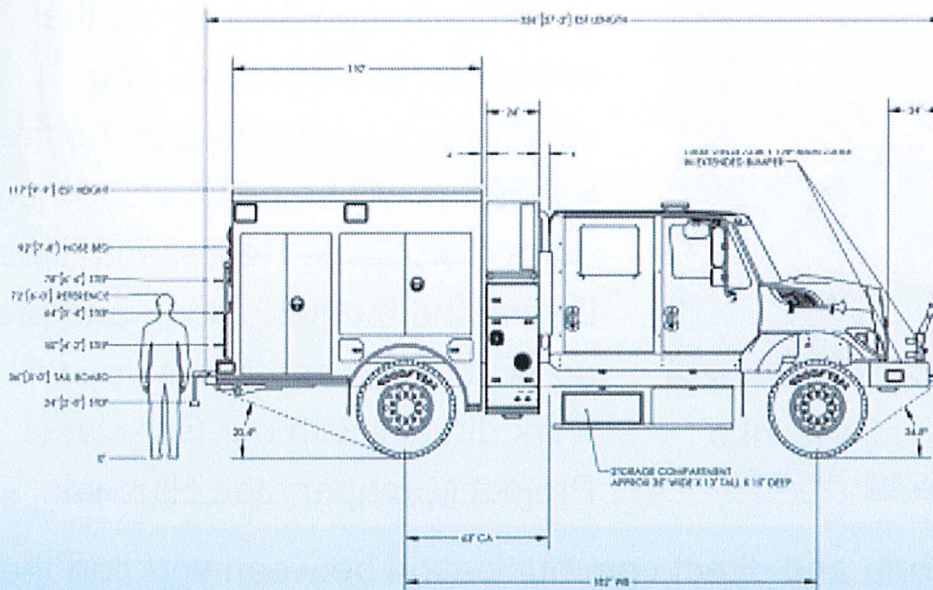
DRIVER SIDE (STREET SIDE) VIEW



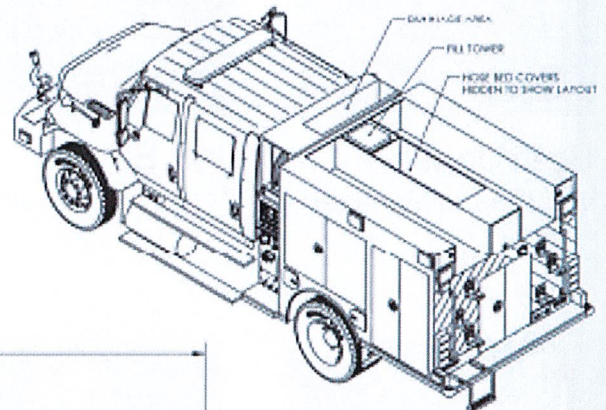
REAR VIEW



PASSENGER SIDE (CURB SIDE) VIEW



TOP VIEW



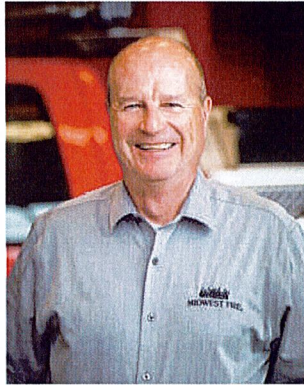
ALL-POLY® TYPE 3



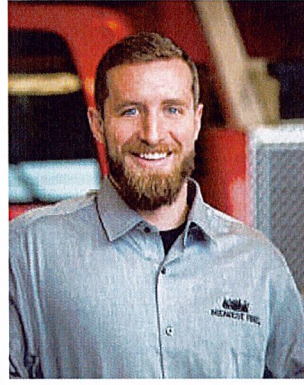
Professional Assistance



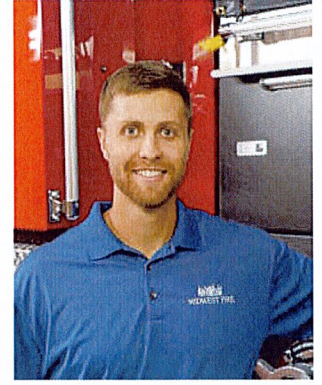
Brett Jensen
VP General Manager



Jeff Bowen
Account Representative



Joe Hlushak
Project Manager



Newt Johnson
Account Representative



Scott Boll
Account Representative



Scott Mischke
Account Representative

Communication throughout the entire process of configuring, bidding and purchasing of the fire apparatus will be between you and our expert Sales Representatives. During the manufacturing and pick-up of your fire apparatus you will work directly with our first-class Project Manager, Joe Hlushak.

Our personal, one-on-one and direct communication between you and the Midwest Fire team provides fast response and eliminates confusion and guess work. By having specific, consistent points of contact through the entire process, you can be confident that your project will be handled professionally with seamless and personal focus.



Pump Configuration Options



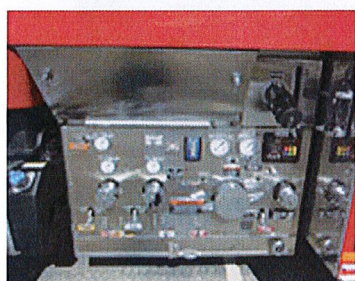
Top-Control

“Top-Control” pump with top-control pump operator panel: the pump operator's panel shall be top mounted to allow 360-degree visibility



Side-Control

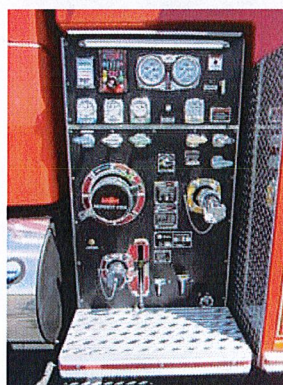
“Side-Control” pump with hose cross-lay: hose cross-lay above the pump house shall be an area for pre-connected hose cross-lays and/or hose storage



Side-Mount

Available with the Hale AP50 500 GPM or MBP 750 GPM PTO driven pump

“Side-Mounted” style pump module is the ideal solution for applications such as small compact tanker-pumpers where shorter wheelbase is required.



Notched

Available with PTO driven pumps only

“Notched” style pump house: the tank is “notched” and the pump and pump house is installed below the tank. This exclusive “notched” tank design for shorter wheelbase.

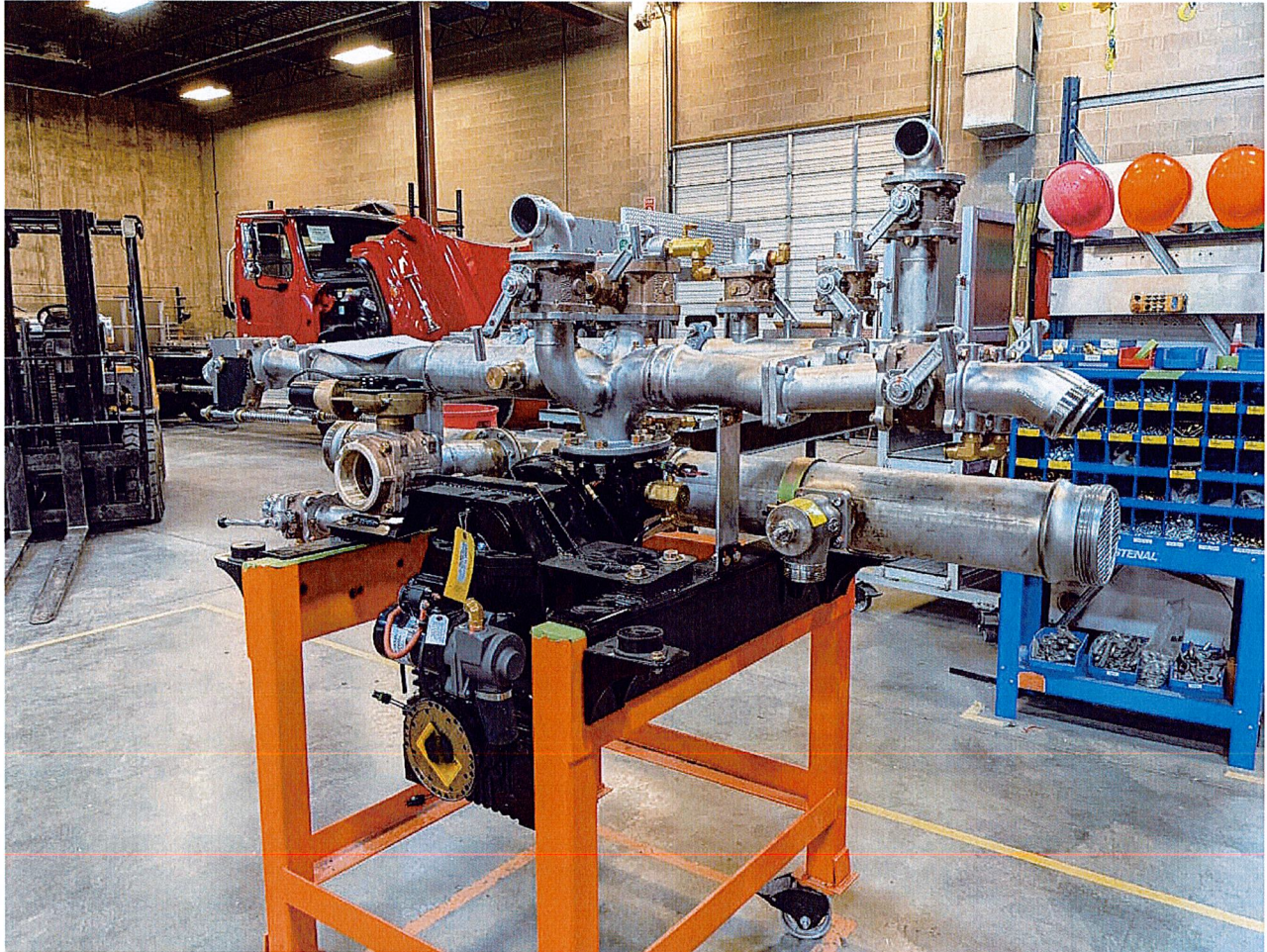


Portable

“Portable” pump permanently mounted inside locker or at the rear of a Brush Truck or All-Poly Quick Attack



Stainless Plumbing Components

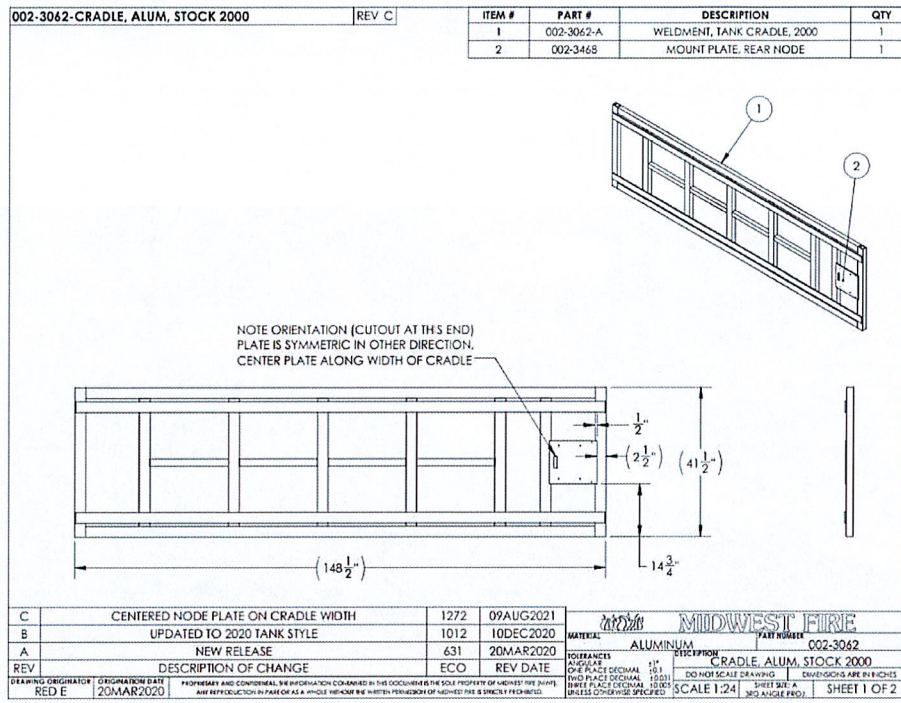


Midwest Fire trucks configured with pumps are very carefully designed for optimized performance and durability. Our Mechanical Engineers and our production team have many years of experience designing and configuring pumps. We have deep, long-standing relationships with W.S. Darley, Waterous and Hale.

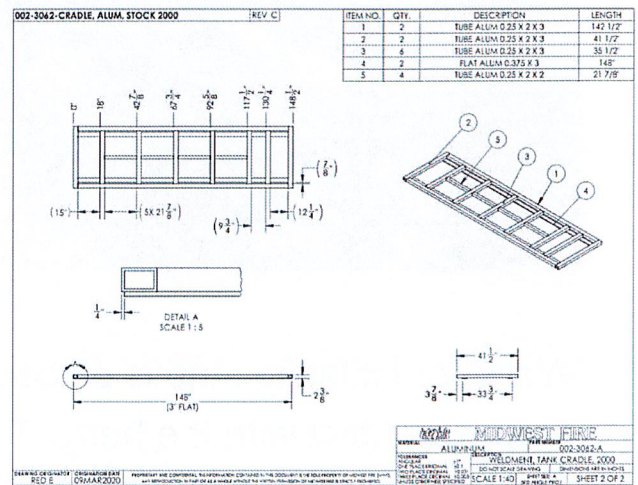
Each Midwest Fire pump is paired with matching, precisely engineered stainless steel manifolds and plumbing. This helps to deliver the best possible fire suppression performance as well as outstanding durability over the long-term.



Body & Tank Cradle



Comprehensive structural engineering and high strength components come together in the fabrication of the support assembly for each apparatus. The cradle is engineered to safely distribute weight and provide exceptional durability. The upper portion of the cradle is specifically designed to meet strict guidelines for body support as presented by the manufacturer of the body.



A critically important component of the truck, the cradle is constructed of welded tubular aluminum. The longitudinal and lateral support framework configuration is designed specifically for the type of apparatus and in support of the comprehensive weight and balance calculations for the project.



Body & Tank Cradle



A rubber isolating strip is placed on cradle framework where it makes contact with the body. This rubber foundation stabilizes, cushions and protects the body from any potential wear created by chassis twist and/or body movement.

Fabrication of the cradle is done on jigs designed specifically for the task. These jigs ensure the body is square and built to the exact dimensions required per the mechanical engineering design of the project.



PPG Certified Paint Process



The paint process takes place in our state-of-the-art paint booths according to the strict guidelines of PPG by our certified paint professionals. Each truck goes through a multi-step, multi-coat primer, base and clear coat process resulting in a beautiful, glossy, scratch-resistant surface. Each truck is meticulously buffed by hand prior to assembly to deliver the best possible PPG finish.

Midwest Fire trucks are covered by a 10-year paint warranty.



All-Poly® Body & Tank



All-Poly® body and tank design allows for best-in-class customization.

Midwest fire pioneered the use of a stress-relieved, virgin, copolymer, polypropylene in its All-Poly® Series trucks. Truck bodies constructed with this incredible material are backed with a LIFETIME warranty against leaks and corrosion. The All-Poly® Series T-style design also allows for improved safety characteristics with a lower center of gravity and meticulously engineered baffling inside the tank.

Capable of safely & efficiently delivering up to 4,000 gallons of water, All-Poly® bodies are more impact resistant than truck bodies built with steel or aluminum. Midwest Fire All-Poly® Series trucks are serving fire departments from the Equator to the Arctic Circle and everywhere in between. Hot or cold, makes no difference, the All-Poly® Series performs.



Quality Control



The Quality Management System and processes followed by the Midwest Fire team ensures that quality is manufactured into each truck. Inspections are conducted throughout the assembly processes, specifically: electrical, paint, fabrication, body set-up, body manufacture and plumbing.

When complete, each truck goes through a comprehensive final testing and inspection process. Pump performance, leak testing, gauges, lighting, road test, electrical...every component is thoroughly tested prior to presentation to the customer.



Technical Specifications & Pre-Build Meeting



From your first phone call, email, website interaction or Create-A-Spec submission, your Midwest Fire Sales Representative will work shoulder-to-shoulder with you to develop, customize & fine-tune the written specifications for your new truck.

Once you have signed the purchase agreement for the truck, a **pre-build meeting** will be scheduled with you. During this meeting you (& any other members of your team) will work with your Midwest Fire Sales Representative, our Project Manager and others to carefully review the final specification of your truck prior to the start of the manufacturing process.



LEAN ENTERPRISE & A CULTURE OF CONTINUOUS IMPROVEMENT

Over the past 10 years, the Midwest Fire team has worked hard to implement lean manufacturing processes and a culture of continuous improvement. In the manufacturing world, lean is a philosophical & methodical approach that strives to provide ever-increasing value to the customer through total employee involvement in the reduction of non-value-added activities & their associated cost (waste).

The Midwest Fire team has transformed & improved virtually every process inside the company. Companies that are successful with lean have deep understanding of the 'why' behind lean – for us this is simple. Lean allows Midwest Fire to perform at our best for our customers. This proven operating system allows us to produce exceptionally reliable trucks at very competitive prices.

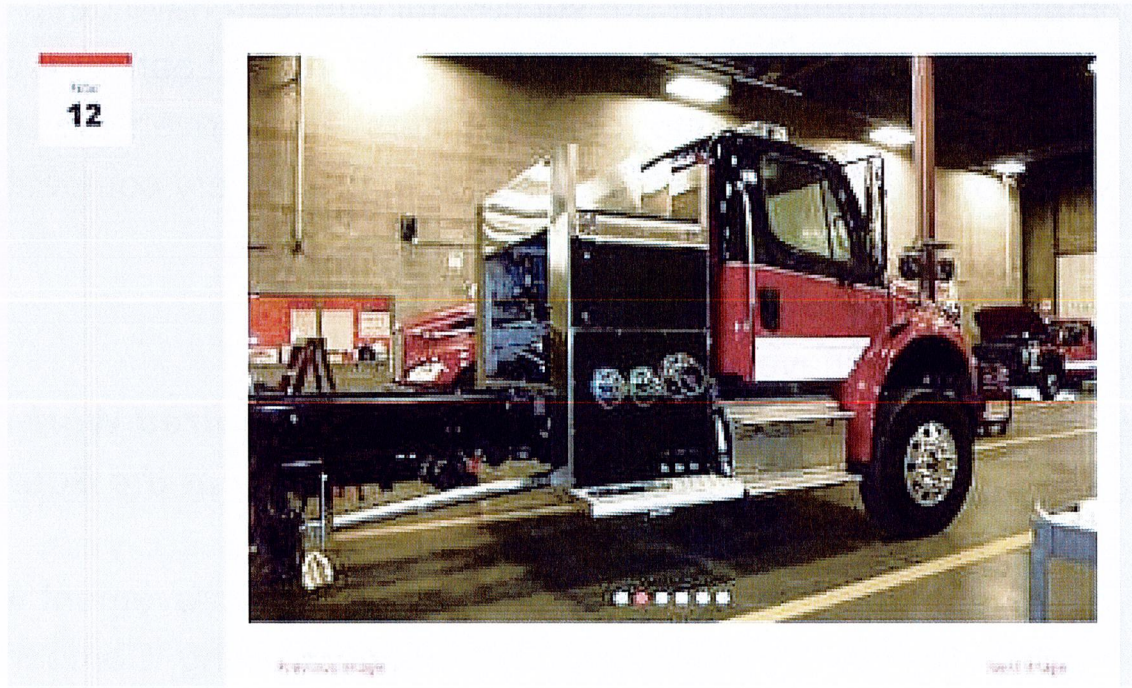
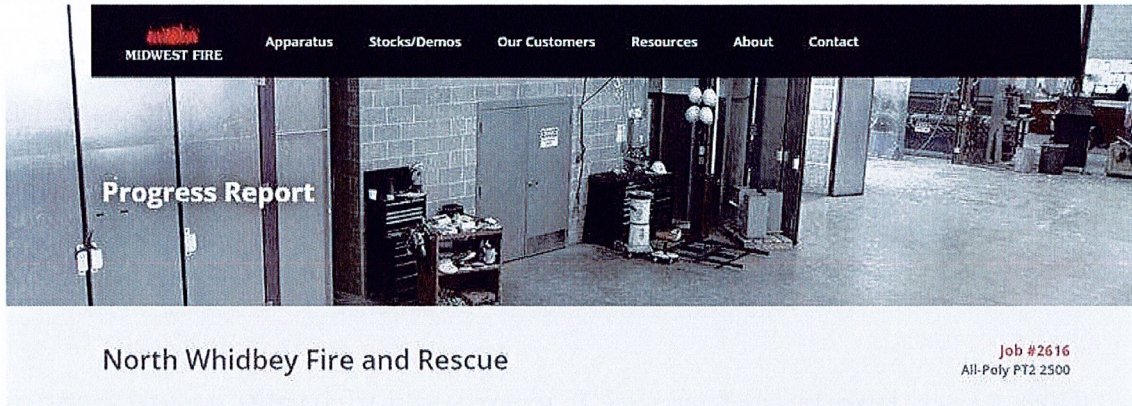
A few of the key initiatives have included:

Kanban - 5S - WeMAD (We Make A Difference) - Standardized Work - Total Productive Maintenance - Visual Workplace - Quality at the Source

The Midwest Fire team is proud of the transformation and improvement we have made by embracing and implementing lean manufacturing. Companies that successfully implement lean often describe it as being on a journey. Our lean journey has been a challenging but successful one to this point and we are excited to see where it takes us in the future. We know this, lean has helped us to become a better, stronger, faster, more nimble company that is well-positioned to & focused-on performing at a high level for its customers.



Weekly Progress Report



Once production begins on your truck, photos are posted weekly so you can follow the progress of your project.

Weekly progress reports are accessed with a personalized account.



Customer Inspection & Training



Customer training includes a review of specifications to ensure compliance. Additionally, this review ensures the fire apparatus is built and operates to the satisfaction of our customer. This process includes training in the operation of the individual components of the fire apparatus as well as the complete vehicle. It will also include a review of warranty and arrangements for service of the product once the apparatus is in your possession.



Showroom



THE SHOWROOM – Ready for the Customer!





Midwest Fire Service

We understand how important the issue of service is for you and your department. With hundreds of Midwest Fire apparatus in the field, we have over three decades of experience in providing ongoing support after delivery.

We make every effort to ensure that your new Midwest Fire apparatus leaves our manufacturing facility at 100% operating level- all chassis, apparatus, and sub-components included. Your apparatus was built with comprehensive quality control and inspected at multiple key points throughout the construction process and although we take these exhaustive steps to ensure quality and operational function, we understand that at times there's a need for service or repair of your apparatus.

Midwest Fire will work with your trusted local service center to perform the necessary repairs for your Midwest Fire truck. If you do not have a preferred service center, Midwest Fire can locate and contract with an appropriate service center to undertake the work required.

In the state of Texas, our franchised dealer Webb Apparatus LLC is available to provide mobile service for all warranty and service required.

Because you are able to call us direct, your request for service will get immediate attention. Midwest Fire makes it a priority to support our customers after delivery of their apparatus. For all inquiries regarding service or warranty, please contact General Manager Brett Jensen for immediate assistance. Our facility is open Monday-Friday, 8 am-5 pm.

Midwest Fire Equipment & Repair Company
901 Commerce Road
PO Box 524
Luverne, MN 56156

Toll Free: 1.800.344.2059 Fax 1.507.283.9142 Info@MidwestFire.com

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Proud Partnerships & Memberships

Sourcewell 

Awarded Contract



FEMA



HGACBuy
THE SMART PURCHASING SOLUTION





INTERNATIONAL 2013 2500 US GAL TANKER



2013

CAB & CHASSIS SPECIFICATIONS

STOCK # 150 154 - WATER TENDER

2013 INTERNATIONAL

4400 MODEL

312 284 KM / 194 044 MILES

SEATING CAPACITY : FOR TWO (2)

ALLISON 2500 HS AUTOMATIC TRANSMISSION -
NO PTO PROVISION

MF7 6.3L - 240HP ENGINE

AIR BRAKES

AIR RIDE SUSPENSION

LOCK DIFFERENTIAL

FRONT AXLE : 14,600 LBS

REAR AXLE : 23,000 LBS

GVWR : 37,600 LBS

FRONT POLISHED ALUMINUM WHEELS

REAR POLISHED ALUMINUM WHEELS

COMPLETE HUBS & NUTS CHROME KIT

OVERALL LENGTH : 26 FT - 312" INCHES

OVERALL HEIGHT : 9.16 FT - 110" INCHES

NEW CAB PAINT - VIPER RED

NEW BODY PAINT - VIPER RED

NEW FRONT TIRES

NEW REAR TIRES

NEW HEADLIGHTS

NEW REAR BRAKES

NEW REAR DRUMS

NEW OIL REPLACEMENT

NEW FILTERS REPLACEMENT

NEW WINDSHIELD WIPERS

NEW FRONT CHROME GRILL

CHROME BUMPER

BLACK MIRROR FINISH

CAB SUNVISOR PAINTED

AIR CONDITIONNING

POWER WINDOWS

POWER DOOR LOCKS

NEW CUSTOM ALUMINUM STEPS COVER

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TECHNICAL SHEET

2013

EMERGENCY LIGHTING/EQUIPMENT

SLIDE-IN COMPARTMENT FOR PORT-A-TANK STORAGE - FULLY ENCLOSED COMPARTMENT WITH REAR ACCESS DOOR

10" INCHES SQUARE DUMP

REAR MANUAL DUMP SYSTEM

ONE (1) 4" REAR INLET (PASSENGER SIDE)

ONE (1) 4" PRE-CONNECT (DRIVER SIDE)

REAR ANTI-SLIP ALUMINUM BUMPER

REAR ANTI-SLIP LADDER FOR TOP BODY ACCESS

REAR CHROME ANTI-SLIP FOLDING STEPS

FIRE DEPARTMENT NFPA REFLECTIVE LETTERING

REAR NFPA CHEVRONS - FIRE DEPARTMENT COLOR CHOICE

NEW KUSSMAUL AIR AUTO EJECT

NEW KUSSMAUL ELECTRIC AUTO EJECT

TWO (2) CLASS 1 WATER LEVEL MONITORING DISPLAYS

ONE (1) EMERGENCY SPEAKER

WARRANTIES OFFERED

QUEBEC GOVERNMENT SAFETY INSPECTION REPORT BEFORE DELIVERY

TRUCK COMPUTER REPORT BEFORE DELIVERY

(6) MONTHS POWERTRAIN WARRANTY :

- ENGINE
- TRANSMISSION
- DIFFERENTIAL
- ALL THAT BATHES IN OIL

LIFETIME WARRANTY ON NEW EMERGENCY LIGHTING

WHELEN EMERGENCY LIGHTING PACKAGE

NEW WHELEN HHS3206 MODULE

NEW WHELEN CANTCL6 LIGHTS/SIREN CONTROLS

CUSTOM ALUMINUM CONSOLE BETWEEN SEATS

RADIO INSTALLATION/WIRING

NEW 7" SCREEN COLOR/SOUND BACK-UP CAMERA

ONE (1) LED LIGHTBAR

ONE (1) TRAFFIC ADVISOR

TWO (2) NEW WHELEN RED STROBES - L31NFPA

EIGHT (8) NEW WHELEN 600 SERIES RED FLASHING LIGHTS

TWO (2) WHELEN BRAKE LIGHTS (REAR)

TWO (2) WHELEN TURN LIGHTS (REAR)

TWO (2) WHELEN BACK-UP LIGHTS (REAR)

EIGHT (8) LED WORKING LIGHTS

TRUCK BATTERY MASTER SWITCH

WITNESS FLASHING LIGHT FOR DOOR OPEN

LICENSE PLATE HOLDER & LIGHT

OUTSIDE COMPARTMENTS

L1 & R1

HEIGHT : 33" 1/2

LENGTH : 67"

L2 & R2

HEIGHT : 33" 1/2

LENGTH : 21" OPENING - 30" INSIDE

NEW LED LIGHTING STRIPS

NEW SLIDE-OUT TRAYS

ADJUSTABLE SHELVING

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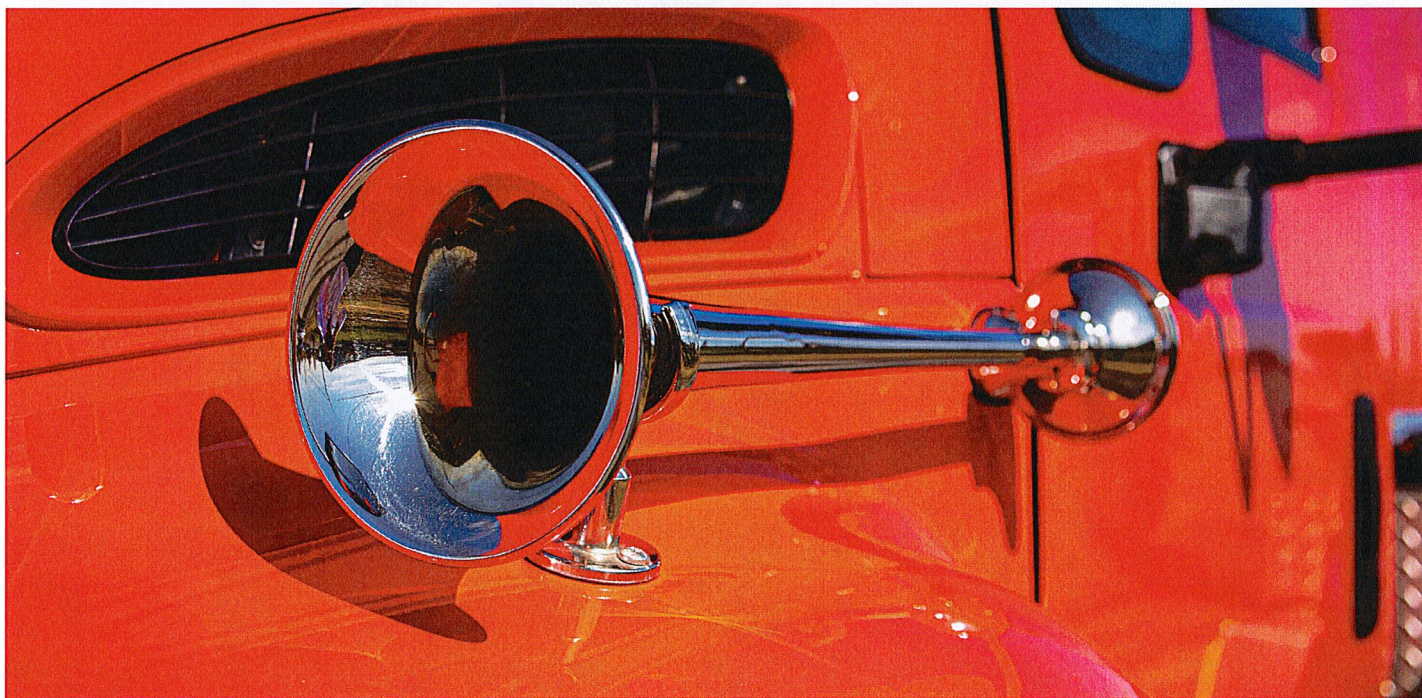
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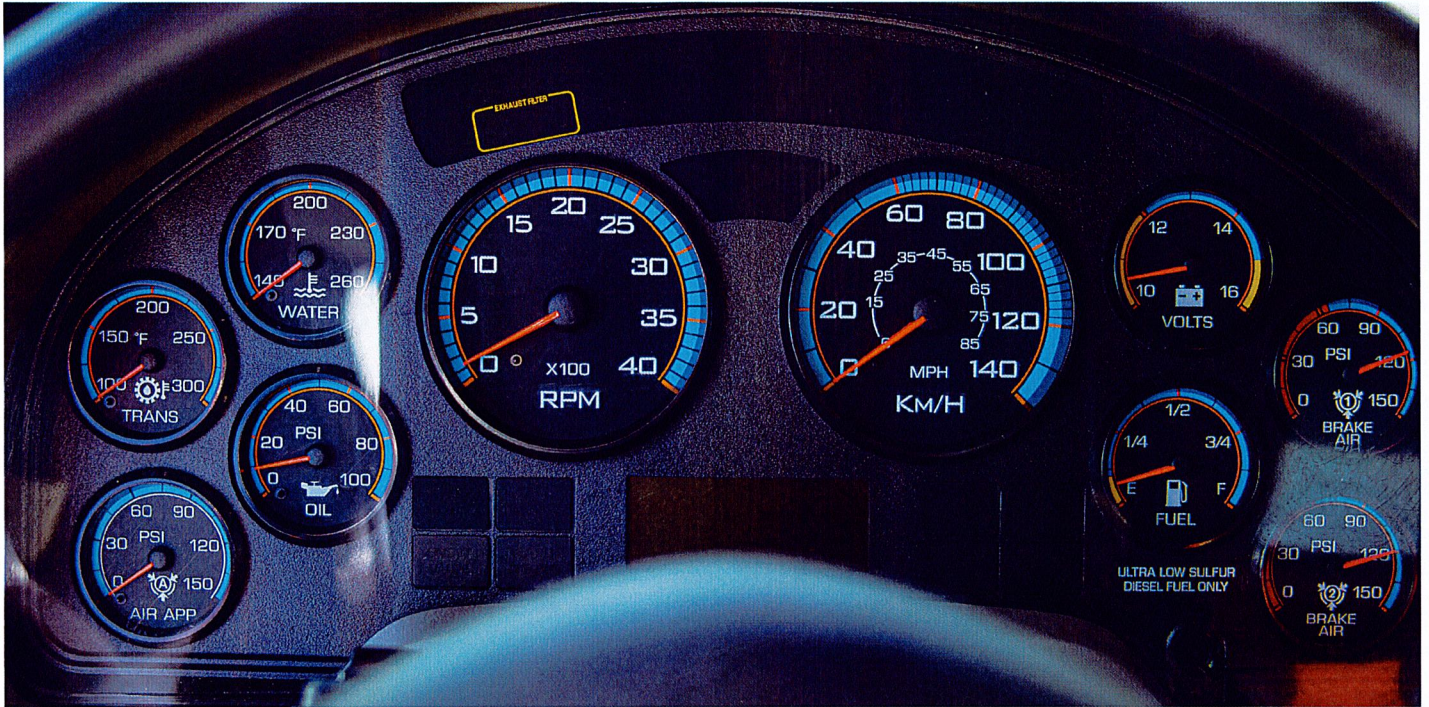
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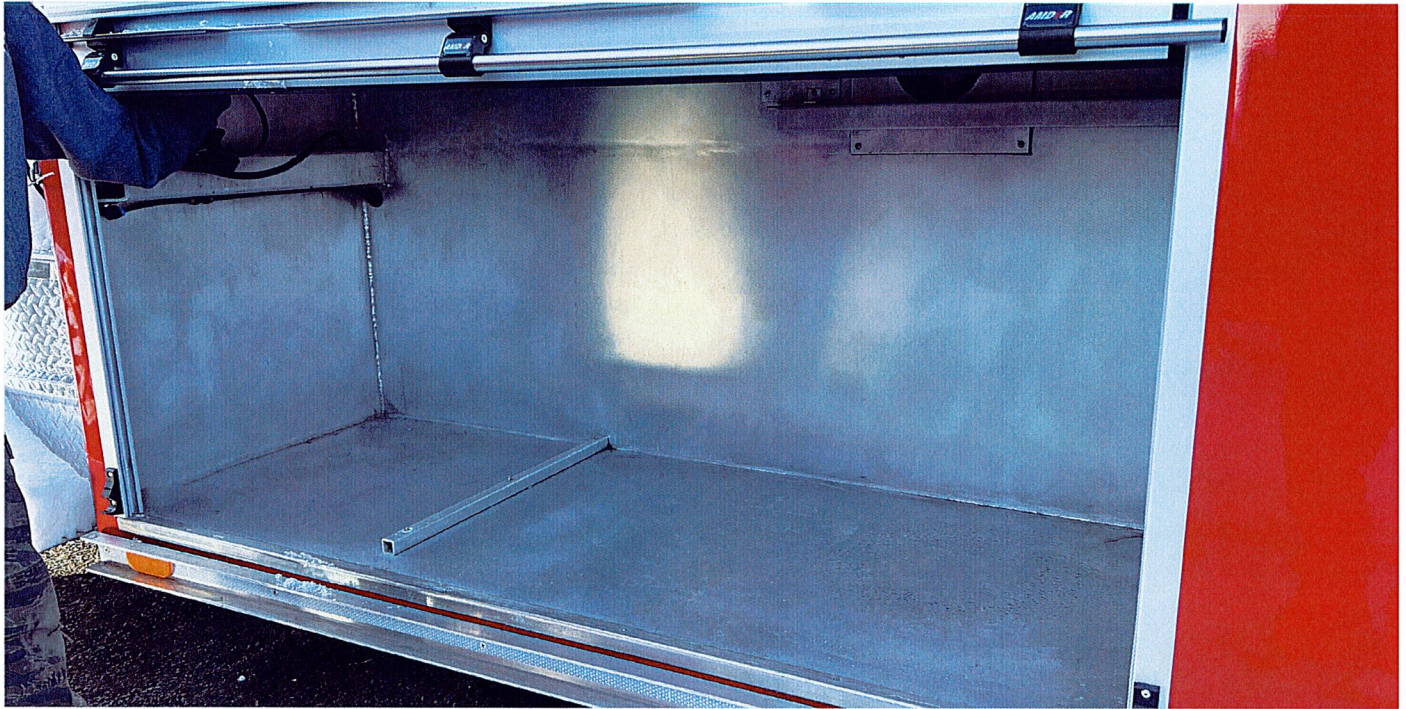
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w: Custom Fire rework of the tanker spec

message

skeeter2000t@q.com <skeeter2000t@q.com>

Fri, Dec 2, 2022 at 10:42 AM

: smokeyj26@gmail.com, nickbakke7@gmail.com, joehk03@hotmail.com, fire.chief@cityofmora.com, sled5x@gmail.com

updated pricing from Custom

Dan

On Fri, 2 Dec, 2022 at 9:09 AM, Jessie Corey <Jessie@customfire.com> wrote:

To: dan larsen

Dan: I have simplified the spec about as much as I can. The price I am getting is \$325k (would still need to go through pricing approval) . I have a few items I cannot change that are still costly. IE: The swivel/telescoping rear dump chute, Stainless steel body with stainless steel subframe and tank cradle, Power fold down drop tank compartment with new folding tank, scene lights front rear and both sides, 2.5" suction hoses with trays and Back up camera.

I have engine driven pump with the following connections

Tank to pump suction (with valve)

Tank refill from pump (with valve)

2.5" suction (with valve)

1.5" discharge (with valve)

An updated drawing is attached to show the simplified body style to help reduce costs.

If you feel we have a shot I can asked for special alterative part numbers to be created for items listed.

I hope this helps get us closer to a palatable price

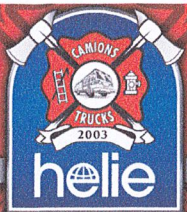
Thank you

Jessie

Direct 715-294-5825

**Mora, MN Tanker 2022-Simplified.pdf**

503K



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FIRE APPARATUS MANUFACTURERS ASSOCIATION MEMBER

HELIE FIRE TRUCKS

DATE 06/12/2022	COMPTE OUVERT / OPEN ACCOUNT NUMÉRO CLIENT / COSTUMER NUMBER	?00246 MORA.....	PAGE 1
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VENDU A - SOLD TO
MORA AREA FIRE DEPARTMENT
Jeremy Frahm
218 Railroad Ave NE
Mora MN 55051

EXPÉDIÉ + - SHIPPED TO
S A M E

320-496-7148

No ENREGISTREMENT T.P.S. G.S.T. REGISTRATION NO.	No ENREGISTREMENT T.V.P. P.S.P. REGISTRATION No.	REPR. REP.	BON DE TRAVAIL WORK ORDER	VOTRE NO COMMANDE YOUR P.O. No.		
R 143001824	1 022 420573	LEMAY JEREMI				
No PRODUIT	DESCRIPTION	PRIX UNIT. \$ UN	ESC DISC	PRIX NET NET PRICE	QUANTITÉ QUANTITY	TOTAL
.....	2013 INTERNATIONAL TANKER TRUCK	*****		120 350,00	1,00	120 350,00
.....	VIN 1HTJTSKN2DH153845			0,00	1,00	0,00
.....	USED PORTABLE RABBIT PUMP			0,00	1,00	0,00
.....	AMERICAN'S FLAG ON THE SLIDE-IN COMPARTMENT			0,00	1,00	0,00
.....	6 MONTHS POWER TRAIN WARRANTY: ENGINE, TRANSMISSION, DIFFERENTIAL, ALL THAT BATHES IN OIL			0,00	1,00	0,00
.....	LIFETIME WARRANTY ON THE NEW EMERGENCY LIGHTING			0,00	1,00	0,00
.....	TRUCK COMPUTER REPORT BEFORE DELIVERY			0,00	1,00	0,00
.....	QUEBEC GOVERNMENT SAFETY INSPECTION REPORT BEFORE DELIVERY			0,00	1,00	0,00
.....	PERFORMANCE TEST BEFORE DELIVERY			0,00	1,00	0,00
.....	US CUSTOMS PAPERWORK COMPLETED BY HELIE FIRE TRUCKS, INCLUDING FEES			0,00	1,00	0,00
.....	20% DEPOSIT REQUIRED OF THE TOTAL AMOUNT (\$119,350.00USD) \$23,870.00USD			0,00	1,00	0,00
.....	SUBTOTAL: \$120,350.00USD			0,00	1,00	0,00
.....	LETTERING AND STRIPPING CREDIT: -\$1000.00USD	1 000,00		1 000,00	-1,00	-1 000,00
.....	TOTAL OF \$119,350.00USD			0,00	1,00	0,00

ESCOMPTE / DISCOUNT	0.00
SOUS-TOTAL / SUBTOTAL	119 350.00
TRANSP	0.00
GST / TPS	0.00
TVH / HST PST / TVP	0.00
TOTAL	119 350.00
ACOMPTE / DOWNPAYMENT	0.00
BALANCE / BALANCE DUE PRIOR TO SHIPPING TO US	119 350.00

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Capital Improvement Program

City of Mora, Minnesota

MORA0 168345 | December 15, 2022



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December 15, 2022

RE: Capital Improvement Program
City of Mora, Minnesota
SEH No. MORA0 168345 4.00

Honorable Mayor and City Council
City of Mora
101 Lake Street South
Mora, MN 55051

Short Elliott Hendrickson Inc. (SEH®) is pleased to submit this report for the City's Capital Improvement Program.

The information within the report is the compilation of data and information we collected in the field and from City staff. The report presents our findings as well as some potential funding options.

Thank you for the opportunity to provide this service to the City of Mora. If you have any questions, please contact me at 612.720.5883.

Sincerely,

Greg F. Anderson, PE
City Engineer
(Lic. MN)

ah

x:\ko\m\mora0\168345\4-prelim-dsgn-rpts\cip report\cip rpt.docx

Engineers | Architects | Planners | Scientists

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

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Capital Improvement Program

City of Mora, Minnesota

SEH No. MORA0 168345

December 15, 2022

I hereby certify that this report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Greg F. Anderson, PE

Date: _____

License No.: 26859

Reviewed By: _____

Date: _____

Short Elliott Hendrickson Inc.
3535 Vadnais Center Drive
St. Paul, MN 55110-3507
651.490.2000



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Title Page
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Capital Improvement Program

Prepared for City of Mora, Minnesota

1 Purpose of A Capital Improvement Program

A Capital Improvement Program is a comprehensive document whose purpose is to list major improvements necessary and desirable to meet the needs of the community over the near future. The program is established through the compiling of project needs and requests by the various Departments, Commissions, and the City Council. The Capital Improvement Program is a valuable tool which City officials can use to rank the priority of public improvement projects and determine the level and method of financing required each year to support these projects.

The objectives of a Capital Improvements Program are to:

- Anticipate major capital improvements so that large expenditures can be budgeted over a period of several years.
- Develop a realistic list of needs which relate to the ability to finance improvements, thereby minimizing the impact on tax rates.
- Implement the goals and objectives contained in the comprehensive plan.
- Enable proper scheduling of various projects and improvements, thereby allowing adequate time for detailed design and engineering of the projects, preparation of environmental impact statements, processing of grant applications, and exploring alternative methods of financing.
- Provide an opportunity for sound coordination between City departments, various units of special and general local government, and public utilities.
- Enable the local officials to focus their attention on the needs of the entire community, and to put in perspective, pressures from special interest groups, and proponents of special projects.
- Enable the local officials to forecast and anticipate needed maintenance projects so that the public's investment in the infrastructure can be preserved.

The Capital Improvement Program includes major expenditures of public funds, beyond maintenance and operating costs, for the construction of a needed physical facility or projects. Salaries, supplies, equipment, and other overhead expenditures are considered maintenance and operational costs and are provided for in the annual budget.

2 Capital Improvement Fiscal Policy

2.1 General Policy

Mora Capital Improvement Program (CIP) reflects an assessment of the community's needs and its' ability to pay for major improvements. It is founded on the policy that reinvestment required for replacement, maintenance, or the increased efficiency of existing systems, shall have priority over investments for expansion of existing systems or the provision of new services when utilizing general obligation funding sources. The extension of new services and/or improvements shall be funded from revenues generated through impact or dedication fees.

2.2 Funding Priorities

Capital spending proposals will generally be funded on the following priority basis:

- Those projects necessary for contributing to the public health, safety and welfare.
- Those projects which will help to maintain an existing system.
- Those projects that will make an existing system more efficient.
- Those projects representing the expansion of an existing system for new service or completely new public facility or service.

2.3 Funding Principles

As a result, the following principles should govern the implementation of the recommended Capital Improvements Program:

- The City will attempt to make all capital improvements in accordance with the adopted Capital Improvements Program.
- The City will develop a multi-year plan for Capital Improvements and update it annually.
- The City will coordinate development of the Capital Improvement Program with development of the annual operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
- The City will maintain all its capital assets at a level adequate to protect the City's investment and to minimize future maintenance and replacement costs.
- The City will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to council for approval.
- The City will consider the life cycle costs and utilize the most feasible method for all capital projects.

3 Project Financing Policy

3.1 Introduction

It has been and will continue to be the policy of the City Council that when public improvements are made, which are of special benefit to certain areas, special assessments will be levied for the benefits received. The procedures used by the City are those specified by Minnesota Statutes, Chapter 429, which provide that all, or a part of the cost of the improvements, may be assessed against benefiting properties in accordance with the benefits received. The statute, however, does not provide a guide as to how these benefits are measured or how the costs are to be apportioned. It is recommended that the City adopt a formal assessment policy. Previous

projects have been assessed in similar methods, but an adopted policy will establish a consistent standard for the apportionment of special assessments.

3.2 Types Of Improvements

This policy shall relate to those public improvements allowable under Minnesota Statute 429. Generally, the improvements include: street and street lighting improvements; sanitary and water utility improvements; and storm sewer and drainage improvements.

This policy would outline how new construction, reconstruction, and major maintenance shall be financed under each type of project.

Project costs shall include: the construction costs; engineering; testing; permitting; legal; administrative; land or easement acquisition; fiscal; capitalized interest; data processing and publication fees.

3.3 Special Assessment Methods

Without an adopted assessment policy, benefiting properties generally are assessed based on the City of Mora's past assessment practices. It is recommended the City adopt a formal assessment policy to use moving forward.

3.4 Financing Options

The City of Mora has various methods and options for financing necessary road improvements. Improvements can be financed by using existing funds or reserves, by additional property taxation, by special assessments or by the establishment of a road reconstruction program.

To pay for roadway improvements the most common method employed by cities is bonding. Listed below are some typical revenue sources.

- General property taxes
- Special Property tax assessments to benefiting property (as discussed above).
- Utility rates which include capital improvement components for maintenance and replacement and improvements.

3.5 Street Reconstruction Bonds

An alternative to typical revenue sources is street reconstruction bonds

In 2002, the Legislature made a variety of changes in the powers of local governments to issue bonds and incur other forms of debt. A new subdivision 3b was added to Minnesota Statutes, Section 475.58 authorizing municipalities to issue bonds without a referendum under street reconstruction programs. Granting municipalities, the authority to issue bonds under Minnesota Statutes, Chapter 475 for street reconstruction without regard to election requirements provides the city with the opportunity of financing this type of improvement without having to specially assess at least 20% of the project costs.

The law authorizes issuance of debt obligations without an election for reconstruction of streets if the bonds are issued under a 5-year street reconstruction plan.

To qualify for the referendum exemption, the following qualifications must be met:

- The city council must approve the street reconstruction plan unanimously after a public hearing. The public hearing notice must be published in the official newspaper at least 10 days but not more than 28 days prior to the hearing.
- The plan must include the following:
 - The streets to be reconstructed
 - The estimated costs
 - Any planned reconstruction of other streets in the municipality over the next five years.
- Approval of the bond issuance must be made by a unanimous vote of the City Council.
- Issuance of the bonds is subject to referendum approval, if a petition signed by voters equal to 5% of the voters in the last general election is filed with the municipal clerk within 30 days of the public hearing.

Because these types of bonds are subject to the debt limits, even if they would be exempt under another law (e.g., because they were payable from special assessments) we recommend that the City consult their Financial Advisor, Bond Counsel, and City Attorney for analysis before contemplating or issuing this type of debt. The City of Mora has used Street Reconstruction Bonds in the past to fund street projects.

4 Existing Conditions

Information regarding the City's underground water, sanitary sewer, and storm sewer was gathered from City staff, City records, and as built plans. Areas proposed for utility reconstruction were determined from the condition, age, and history of the utility. The areas for proposed reconstruction were considered along with the pavement rating of the street to rank improvement projects. Utility reconstruction should be continually considered during pavement management projects.

4.1 Cemetery Outlet Pipe

A standalone storm water/drainage project identified during the 7th Street Project in 2012 was an outlet pipe for the storm water pond created at the north end of Oakwood Cemetery as part of the 7th Street Project. This project location is shown on page 1 of the Storm Sewer map books. The outlet pipe was included as a bid alternate on the 7th Street project, but not awarded due to the need for a permanent easement from the property owner west of the cemetery to allow the outlet pipe to reach the Snake River. To date the pond in the cemetery has not impacted much of the cemetery, but a significant amount of drainage from the new high school and associated parking lots and internal roads ultimately flows to the cemetery pond. The City should monitor the cemetery pond level and budget for the outlet pipe project to be completed prior to the cemetery pond impacting cemetery lots or the Veteran's Memorial. The estimated cost of the Cemetery Outlet Pipe is \$320,000.

4.2 Pavement Rating

To rate the condition of the roadways the Asphalt PASER Manual was used. PASER was developed to help assist municipalities with rating the condition of asphalt pavement. The manual provides a system that rates the pavement on a one to ten scale. Each rating has

appropriate management and maintenance measures. Figure 1 shows the pavement rating assigned to each section of street within the City.

For consistency purposes, the same SEH staff person performed all the street ratings. Ratings were performed on City maintained streets only. If roadways within the city limits are private, Mn/DOT, or Kanabec County roads, they are noted as such in the street rating spread sheet in Table 1.

Curb and gutter was rated on a one to three scale. A rating of three represents curb and gutter which is functioning properly with no major drainage problems. A two rating represents curb and gutter that has a few minor problems and may need spot repair. A one rating represents curb and gutter that is failing or near failure and major repair may be needed.

The City has been working on a sidewalk/trail plan for areas to “fill-in”, extensions or replacements. Existing trail locations as well as proposed trail locations are shown on Figure 2. When sidewalk project areas matched proposed street projects, those sidewalk improvement costs were included in the total project costs for found in Table 2 for each proposed project identified by this plan.

Appendix A shows the basis and typical pavement conditions associated with the PASER rating system. Table 1 and Figure 1 show the inventory and rating of the City’s roadway and curb and gutter.

4.3 Sanitary Sewer

The Sanitary Sewer map book pages at the end of this report show the City’s existing sanitary sewer system. To rate and evaluate the existing sanitary sewer system we reviewed the following conditions:

- The physical condition of the pipes.
- The capacity of the mains
- The pipe material and age (if known); and
- Known issues with the pipe by public works (i.e., frequent back-ups, known root issues, areas unable to clean/jet)

As a rule, areas with known Vitrified Clay Pipe (VCP) were included in replacement when the overlaying street pavement was found to need replacement. Through discussion with city staff areas that were of special concern such as cleaning issues/history of back-ups/etc. were noted as areas of concern on the map books. Those areas were given more attention with respect to ranking project for order of completion. The areas of concern are highlighted on the sanitary sewer map books.

When those areas corresponded with poor street pavement, those streets were included as a reconstruction project. Areas of concern that are either under streets with good pavement, not under City maintained streets or areas that are difficult to replace via open trench methods, we have prepared a list of sanitary sewer mains that could be considered for a slip lining or other trenchless repair option. Those project areas are listed below:

1. The 18-inch RCP trunk main that runs from the west ditch of TH 65 to 9th Street along the north side of Mora Lake.
2. Villa Ave from the cul-de-sac to the Birch Street ROW, then south to 4th Street.

3. The north end of Woodland Street from Fair Avenue to north cul-de-sac.
4. The existing sanitary sewer main in the Railroad Corridor from Walnut Street to Vine Street.
5. The existing sanitary sewer main in the fairgrounds.

4.4 Water System

The Water Main map books at the end of this report show the City's existing water distribution system. The existing condition of water supply, treatment, distribution, and storage facilities have been considered in this analysis. These factors were the basis for recommended capital improvements.

4.4.1 Recommended Improvements

Available fire flow rates are variable throughout the Mora distribution system. Flow will tend to be robust where static pressures are higher and large looped water mains are located nearby. In addition, proximity to water storage facilities will have a positive impact on available flow. Portions of the city with low pressures, and on dead-end or small diameter mains, will have lower fire flow availability.

By current design standards, water mains that are used for fire protection should be no smaller than 6-inches in diameter, and no smaller than 8 inches on a dead end. In general, dead-ends should be kept to a minimum. Mora currently has several 4-inch mains throughout the older parts of the water system. Low fire flow availability in these areas is an example of the effects of dead-ends and small main sizes. The City has plans to replace these mains over time in conjunction with street repairs. There are additional plans to complete loops in the water system. These system upgrades will continue to improve fire flow.

Based on the model and discussions with public work staff and the fire chief, a list of upgrades was prepared and shown in Water Main map book as well as listed below:

- Loop watermain from Sunset Lane to Villa Drive to eliminate 2 dead-ends.
- Loop water main in West Central Avenue out to West Maple Avenue, then back south to 3rd Street to improve water quality on West Central Avenue.
- Loop watermain in Locust Street between Forest Avenue and Grove Street to eliminate individual services lines that currently run down to Forest Avenue for the Locust Steet homes.
- Loop watermain in Fair Avenue between McLean Street and Park Street to improve looping in this area of the City.
- Loop water main in existing easement between West Forest Avenue and Bean Avenue to eliminate the West Forest dead-end main and provide better looping on the Bean Avenue main.
- Loop water main in Commercial Place between Little Ranches Road and Rowland Road to eliminate 2 dead ends.

4.5 Storm Sewer System

The City's existing storm sewer system is shown on the Storm Sewer map book pages at the end of this report. For the identified street reconstruction areas, storm sewer quantities and costs consistent with urban street design were included as needed in the costs prepared for the identified street improvement projects based on the pavement ratings.

The City does have a storm water utility in place that has been used to help fund drainage/storm sewer improvements included in street reconstruction projects as well as standalone drainage projects. It is recommended that the City regularly review the utility amount to make sure it provides the needed funds to address their drainage needs.

4.5.1 Cemetery Outlet Pipe

A standalone storm water/drainage project identified during the 7th Street Project in 2012 was an outlet pipe for the storm water pond created at the north end of Oakwood Cemetery as part of the 7th Street Project. This project location is shown on page 1 of the Storm Sewer map books. The outlet pipe was included as a bid alternate on the 7th Street project, but not awarded due to the need for a permanent easement from the property owner west of the cemetery to allow the outlet pipe to reach the Snake River. To date the pond in the cemetery has not impacted much of the cemetery, but a significant amount of drainage from the new high school and associated parking lots and internal roads ultimately flows to the cemetery pond. The City should monitor the cemetery pond level and budget for the outlet pipe project to be completed prior to the cemetery pond impacting cemetery lots or the Veteran's Memorial. The estimated cost of the Cemetery Outlet Pipe is \$320,000.

5 Analysis

5.1 Pavement Management Options

There are five different pavement management techniques typically considered to maintain and/or improve existing pavement conditions. The City of Mora regularly uses each of these techniques to maintain their pavement system. The five techniques are:

- Crack Sealing,
- Seal Coat,
- Crack Sealing and Seal Coat,
- Overlay, and
- Reconstruction.

Many factors were considered including condition (PASER rating) of the existing pavement, the existing stormwater system within the street section, and the condition of the sanitary sewer and/or water mains under the street section in determining the appropriate pavement management technique.

5.1.1 Crack Sealing

Crack sealing consists of injecting hot pour rubber into joints and cracks in the bituminous pavement. Sealing cracks prevents water and salts from penetrating the bituminous mat and aggregate base. Preventing water and salts penetration will extend the life of the roadway. Crack sealing is recommended on roadways with longitudinal and traverse cracking. Crack sealing is not recommended on roadways with block cracking and alligator cracking. The City currently has a crack sealing program and we recommend that be continued.

5.1.2 Seal Coat

Seal coating is a thin bituminous surface followed by cover aggregate used to protect existing bituminous surfaces. The seal coat resists water seepage, salts, and wear from exposure to the

sun, thus extending life of pavement. Seal coating also increases the esthetic properties of the pavement. Seal coating is not a solution to excessively cracking or structurally failing pavement. Seal coating is generally recommended to occur within 5-8 years of construction/reconstruction of the street pavement.

5.1.3 Crack Sealing and Seal Coat

This method combines the activities described above into a project using both techniques. This method is recommended when the combination will address existing cracks while preserving the existing bituminous surface with a seal coat.

City Public Work staff is currently working on a seal coating schedule. SEH will work with Public Works to develop a schedule of streets from this report that should be considered for crack sealing and/or seal coating to extend the useful life of the pavement. Streets candidates for crack sealing and seal coating are streets that are generally in the 6 to 8 range on the PACER table and do not have utility or stormwater issues to address.

5.1.4 Overlay

Overlay management technique consists of overlaying the existing roadway with typically a 2-inch bituminous surface. Overlaying will create a new smooth sealed surface. Overlaying will increase the structural integrity of the roadway and smooth out rutting and potholes in the roadway. Overlay will typically provide a useful life of 5 to 15 years based on existing conditions and future maintenance.

Candidates for a mill and overlay project are streets that are generally in the 4-6 rating range on the PACER table and do not have significant utility or stormwater issues to address.

5.1.5 Street Reconstruction

Reconstruction consists of complete reconstruction of the roadway. The proposed reconstruction includes a 7 to 9 ton pavement section, generally a 32-foot-wide roadway, with new concrete curb & gutter, driveway aprons, and sidewalks (as dictated by the City's sidewalk plan). The new street section generally will include 4-inch bituminous street with 8-inch crushed aggregate base. New curb and gutter will be Mn/DOT B-618. Reconstruction of the street will provide a useful life of 25+ years with proper maintenance. This reconstruction represents the typical residential roadway with no major heavy traffic.

Candidates for a full reconstruction are generally scored 3 or less on the PACER table. When considering a full pavement reconstruction, the condition of the existing sanitary sewer, water mains, and storm sewers should be reviewed. Utilities needing to be addressed or added to the street should be completed as part of the full reconstruction. This minimizes future disruption of the new pavement surface.

5.2 Major Reconstruction Projects

Combining all the findings from pavement, sanitary sewer, water main, and storm sewer condition reviews the following projects were identified and are listed according to their priority. Figure 2 shows these project areas and Table 1 at the back of this report provides the detailed corresponding costs of each proposed project area. Table 5-1 below is a summary of the projects listed in their suggested priority order and their estimated total cost:

Table 5-1 – Project List

Project	Estimated Total Project Cost
West Maple Avenue/Lake Outlet Pipe	\$1,100,000
West Forest Ave	\$2,000,000
4 th & Cedar Street Area	\$2,500,000
North Wood Street	\$2,700,000
2 nd , 3 rd and Evergreen Streets	\$1,700,000
Railroad Avenue Area	\$3,000,000
Fair Avenue	\$1,500,000
Bean Avenue	\$800,000
Summit & Acorn Lanes	\$2,500,000
Portage Avenue	\$1,900,000
Morrison Street	\$2,400,000
Watkins Street	\$3,000,000
McLean Street	\$3,100,000
Dion Avenue	\$1,000,000
Edwards Avenue	\$900,000
West Central Avenue	\$1,500,000
Edgewood Lane	\$1,050,000
Clark Street	\$2,000,000
Division Street & Frankie Lane	\$2,600,000
Lake & Vine Streets	\$3,000,000
Little Ranches Rd, Commercial Place, Rowland Road	\$900,000
Complete Industrial Park Road & Utilities	\$1,100,000
Total	\$42,250,000

5.2.1 W. Maple Avenue (Union Street to Grove Street) & Lake Outlet Pipe

This project includes the reconstruction of W. Maple Avenue from Union Street to Grove Street. Also included in this project is the proposed outlet pipe for Mora Lake. This project would be in conjunction with Kanabec County. Maple Avenue from Union Street to the Snake River is CSAH 6 and is owned and maintained by Kanabec County. The project is shown on Figure 2.

The street reconstruction portion of this project would be led and funded by Kanabec County. It would be advantageous for the City to include the replacement of the water main and sanitary sewer along with services as part of the County Project. Also included in this project is a 36-inch outlet pipe from Mora Lake to the pond next to the public works facility, just west of Grove Street. The storm sewer improvements to capture and convey the street runoff on this section of Maple Avenue would also be part of the County Project.

5.2.2 West Forest Avenue (Grove Street to west end)

This project includes the reconstruction of W. Forest Avenue from Grove Street, west down the hill to the west end near the Kanabec County History Center. Locust Street is also included in this project. The project is shown on Figure 2. Also included in this project is a water main

extension in Locust Street with the replacement of the Locust Street pavement. W. Forest Avenue had a pavement rating in this area of 3 or 4 on a scale of 1 to 10. Locust Street pavement was also rated at a 3.

Public works staff identified this area as having sanitary sewer issues due to the existing clay pipe with offset joints and numerous cracked pipe sections. The existing water main in Forest Avenue is a 6-inch Cast Iron Pipe (CIP) that has experienced several water main breaks in recent winters and is need of replacement.

There currently is no storm sewer in Forest Avenue. Drainage and rainfall flow overland out to the Forest Avenue & Grove Street Intersection on the east end. From Locust Street to the west, the drainage and rainfall flows overland down the hill to the very end of the street. New storm sewer inlets and pipe would be added on the west end to collect the runoff prior to the end of the street and better direct it off the street. Relying too much on overland flow for drainage can lead to standing water in some areas as well as washouts at the end of the street during heavy rain events. Standing water on the street can hinder traffic as well as lead to pavement deterioration.

The looping of water main in Locust Street is suggested to be included with this project. A stub into Locust Street was installed off of Grove Street as part of the Grove Street Project in 2022. Public works also recommended a water main loop between Forest Avenue and Bean Avenue in an existing drainage & utility easement. This loop would help with water quality and pressure in this portion of the City.

The estimated cost for this project is \$1,680,000 for the street project, \$190,000 for the water main loop in Locust Street, and \$130,000 for the water main loop between Forest and Bean Avenues for a total project cost of \$2,000,000.

5.2.3 4th Street & Cedar Street

This project includes the reconstruction of 4th Street, east of Wood Street N., Cedar Street north of 4th Street as well as 1st and 2nd Streets between Grove Street and Park Street. The block of Park Street between 1st and 2nd Streets north of Library Park is also included. The project is shown on Figure 2. Most of the streets included in this project area had a pavement rating of 3 or 4, with two blocks rating a 6 on a scale of 1 to 10.

Public works staff identified the 4th and Cedar Streets as having sanitary sewer issues due to the existing clay pipe with offset joints and numerous cracked pipe sections. The existing water main in the project area is a 4-inch CIP that has experienced several water main breaks in recent winters and is need of replacement. The water main in Cedar Street is not looped nor is the water main in the 1st St, Park St, 2nd St loop north of Library Park.

Currently 4th and Cedar Streets do not have curb and gutter. The only storm sewer in these streets is a culvert at the intersection of the two streets that drainage towards Mora Lake. The drainage in the rest of the project streets is overland flow with a set of catch basins and an outlet to Mora Lake in the intersection of Park Street and 2nd Street.

This project would be a full street and utility reconstruction project. The blocks of 1st and 2nd Streets between Grove and Wood could be pavement only projects. The estimated total cost for this entire project is \$2,500,000.

5.2.4 North Wood Street

This project includes the reconstruction of North Wood Street from Maple Avenue to 7th Street. This project has been discussed as part of the bike trail grant request into MnDOT. The pavement is in good shape as it was overlaid in 2021 in anticipation of the Grove Street Project in 2022 and the new high school opening in 2023 leading to increased traffic on Wood Street. The project is shown on Figure 2. Most of Wood Street rated an 8 with the block along Library Park rating as a 6 on a scale of 1 to 10.

Wood Street jogs in the existing right-of-way (ROW) between 4th and 7th Streets. The east side of Wood Street is very close to being out of the ROW on the north end. This can be seen as it does not line up with the section of Wood Street north of 7th Street. If the City moves ahead with the bike trail project, the west curb line of wood Street will need to be replaced and this section of Wood Street will need to be shifted to be centered in the ROW. Public works has also noted concerns with the street pavement and storm sewer along Mora Lake.

Public works staff identified the Wood Street sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The existing water main in the project area is a 6-inch CIP. It has not had that has experienced significant water main breaks, but since it is CIP it is recommended to replace it as part of the street project. The water main in Cedar Street is not looped nor is the water main in the 1st St, Park St, 2nd St loop north of Library Park.

Currently the only storm sewer in Wood Street is catch basins and an outlet to Mora Lake just north of 2nd Street. Most of the drainage flows overland on Wood Street to either the storm sewer at 2nd Street or to the north or south end where storm sewer exists in 7th Street and Maple Avenue.

This project would be a full street and utility reconstruction project. In addition to the jog in the ROW, Wood Street has blocks of varying width. The estimated total cost for this entire project is \$2,700,000. This cost includes the cost for a 10-foot bike trail. Should the City receive MnDOT funding for the bike trail, that would be in the amount of \$360,000 and would be available in 2027/2028 for use.

5.2.5 2nd, 3rd, and Evergreen Streets

This project includes the reconstruction of 3rd Street from Maple Avenue (CSAH 6) to Grove Street. 2nd Street from Maple Avenue to Evergreen Street and Evergreen Street. The project is shown on Figure 2. The project streets in this area rated from 3 to 5 on a scale of 1 to 10.

Public works staff identified 3rd and 2nd Streets as having sanitary sewer issues due to the existing clay pipe with offset joints and numerous cracked pipe sections. The existing water main in the project area believed to be a 6-inch CIP. While this water main has not been noted to have issues with water main breaks since it is CIP it is recommended to replace it as part of the street project.

Evergreen Street has an existing storm sewer system that collects drainage from 3rd Street as well as 2nd Street and conveys it to the north ditch of Maple Avenue near the DNR building where the water flows to the existing pond east of the DNR building. The storm sewer system runs through the existing easement on the section of Evergreen Street between 2nd and 3rd Streets that was removed. There are no known issues with the storm sewer system.

This project would be a full street & utility reconstruction project. The estimated total project cost is \$1,700,000.

5.2.6 Railroad Avenue Area

This project includes Railroad Avenue from Grove Street to Vine Street. Between Park Street and Lake Street, Railroad Avenue has a north and south section. Also included in this project is the section of Wood Street between Maple Avenue and Forest Avenue. The project is shown on Figure 2. The project streets in this area rated from 5 to 7 on a scale of 1 to 10.

This section of Railroad Avenue does not have sanitary sewer or water running its entire length. There is some sanitary sewer in north Railroad Avenue between Union and Vine Streets and in the block between Grove and Wood Streets. Public works did note root issues in the sanitary sewer between Grove and Wood Streets as this main is clay pipe where root intrusion is a common issue. The real impetus of this project is the existing storm sewer under north and south Railroad Avenue. It is significantly undersized for the drainage area it serves.

A drainage study completed for the City in 2018 identified this storm sewer system as being significantly undersized. During significant rain events this system becomes backed up causing storm water to run overland from the area near city hall and the north end of Union Street, south toward the Paradise Theater, sometimes entering the theater, then west on Hersey Avenue towards Grove Street where it contributes to the street ponding on South Grove Street near Bean Avenue. A new storm sewer system in the Railroad Avenue corridor along with upsizing the storm sewer outlets in Lake and Vine Streets at Mora Lake will alleviate these flooding issues.

This project would be a full street reconstruction with a new storm sewer system. This project might be an opportunity to make boulevard improvements in the downtown area as there currently is a green space and parking areas along Railroad Avenue between Park and Lake Streets. The estimated total project cost is \$3,000,000.

5.2.7 Fair Avenue

This project includes the reconstruction of Fair Avenue from Park Street to Clark Street. The project is shown on Figure 2. The street pavement in these sections of Fair Avenue rated a 5 or 6 on a scale of 1 to 10.

The only block of Fair Avenue in the project area with sanitary sewer is between Park and Union Streets. This section of sewer main is likely clay. In the rest of the project area the sanitary sewer crosses Fair Avenue at the cross streets. Public works did identify a new water main in Fair Avenue to improve looping for maintenance, reliability and fire protection in this portion of the City. A new 8-inch water main would be installed from Clark Street to Park Street to provide the desired looping.

Fair Avenue has storm sewer in the east and west block of the project area. The rest of the project area relies on overland flow to convey drainage to the nearest storm sewer system. The existing storm sewer sections in Fair Avenue will likely be replaced as part of the project.

This project would be a full street reconstruction with a new water main and storm sewer. The sanitary sewer will also be replaced as part of the project. The estimated total project cost for this project is \$1,500,000.

5.2.8 Bean Avenue

This project includes the reconstruction of Bean Avenue from Grove Street to the west end near the Kanabec County History Center. The project is shown on Figure 2. The street pavement in these sections of Bean Avenue rated a 6 on a scale of 1 to 10.

According to public works the existing sanitary sewer main in Bean Avenue is Poly Vinyl Chloride (PVC). That would not need to be replaced. With the sanitary sewer being PVC, we would anticipate the water main to be Ductile Iron Pipe (DIP) which also would not need to be replaced unless there are known issues which we are not aware of. The impetus of this project is storm sewer.

As mentioned in the Railroad Avenue Project discussion, the low point in Grove Street South, just south of the Bean Avenue intersection experiences street flooding on significant rain events. Bean Avenue only has storm sewer currently at the intersection with Riverside Street and at the west end near the history center parking lot. This project would install a new storm sewer main from near Grove Street all the way to the west end of Bean Avenue. A new outlet/discharge structure would be installed near the history center and a connection to the existing storm sewer main in Grove Street would be included in the project.

This project would be a full street reconstruction with new storm sewer. The existing sanitary sewer and water main would remain in place unless conflicts with the new storm sewer or issues were found in the field. The estimated total project cost for this project is \$800,000.

5.2.9 Summit and Acorn Lanes

This project includes the reconstruction of Summit and Acorn Lanes between Portage Avenue and Carol Avenue. Also included in the project is Carol Avenue between Summit Lane and the Frontage Road. The project is shown on Figure 2. The street pavement on the sections these project streets rated a 6 on a scale of 1 to 10.

The sanitary sewer main and water main pipe materials in this area are not known. Public works did note there are no known issues with those mains.

Due to the topography of the project area, most of the drainage is conveyed overland to either the existing storm sewer system in Portage Avenue or the existing catch basins and outlet to the MnDOT ditch near the Dairy Queen off of Carol Avenue.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$2,500,000.

5.2.10 Portage Avenue

This project includes the reconstruction of Portage Avenue from Howe Avenue to the Frontage Road near Mora Chevrolet. The project is shown on Figure 2. The street pavement on these sections of Portage Avenue rated a 4 or 5 on a scale of 1 to 10. Portage Avenue received a significant amount of traffic due to its proximity to Coborn's Grocery Store and access to TH 65.

While the pipe material type for the sanitary sewer and water mains is not known for sure, given the age of the street it is anticipated that they are clay and CIP respectively. Therefore it is anticipated that they would be replaced as part of this project.

Portage Avenue has a storm sewer system between Summit Lane and Frankie Lane. This system carries a significant amount of drainage given the topography of the neighborhood making Portage the low point. The storm sewer system would be replaced as part of this project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$1,900,000.

5.2.11 McLean Street

This project includes the reconstruction of McLean Street from Howe Avenue to the Frontage Road near Kwik Trip. The project is shown on Figure 2. The street pavement on these sections of McLean Street rated from 4 to 6 on a scale of 1 to 10. McLean Avenue received a significant amount of traffic due to its proximity to Kwik Trip and access to TH 65.

Public works staff identified the McLean Street sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The existing water main in the project area is 4-inch and 6-inch CIP. Public works did not note that this main has experienced significant water main breaks, but since it is CIP, it is recommended to replace it as part of the street project.

McLean Street has storm sewer at the intersections of all the side streets in the project area. There is a storm sewer main in the block between Dion and Fair Avenues. The storm sewer mains in McLean Street will be replaced as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$2,400,000.

5.2.12 Watkins Street

This project includes the reconstruction of Watkins Street from Howe Avenue to the Ford Street near Kwik Trip. Also included in this project is Howe Avenue between Union Street and McLean Street as well as the block of Lake Street between Howe Avenue and Forest Avenue. The project is shown on Figure 2. The street pavement on these street sections rated from 4 to 7 on a scale of 1 to 10.

Public works staff identified the Watkins Street sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The existing water main in the project area is 4-inch and 6-inch CIP. Public works did not note that this main has experienced significant water main breaks, but since it is CIP, it is recommended to replace it as part of the street project.

Watkins Street has storm sewer at the intersections with most of the side streets in the project area. There is a storm sewer main in the blocks between Howe and Dion Avenues. The block of Lake Street also has storm sewer that drains a portion of Forest Avenue. In the intersection of Watkins and Dion, there are two options for the downstream discharge. The storm sewer mains in Watkins Street will be replaced as part of the project and some rerouting of the storm sewer will be addressed as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$3,000,000.

5.2.13 Morrison Street

This project includes the reconstruction of Morrison Street from Howe Avenue to the Frontage Road. Also included in this project is Howe Avenue between Clark Street and McLean Street as well as the block of Vine Street between Howe Avenue and Forest Avenue. The project is shown on Figure 2. The street pavement on these sections rated from 4 to 6 on a scale of 1 to 10. The south block of Morrison Street from Fair Avenue to the Frontage Road is gravel. One of the few gravel roads left in the City.

Public works staff identified the Morrison Street sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The existing water main in the project area is 4-inch and 6-inch CIP. Public works did not note that this main has experienced significant water main breaks, but since it is CIP, it is recommended to replace it as part of the street project.

Morrison Street has storm sewer at the intersections of all the side streets in the project area. There is a storm sewer main in the block between Dion and Fair Avenues. The gravel section of Morrison Street, south of Fair Avenue, still has ditches that will need to be addressed as part of the project. The storm sewer mains in rest of Morrison Street will be replaced as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$3,100,000.

5.2.14 Dion Street

This project includes the reconstruction of Dion Street from Clark Street to Union Street. The project is shown on Figure 2. The street pavement on these sections of Dion Street rated mostly a 4 with one block rating a 6 on a scale of 1 to 10.

Public works staff identified the Dion Street sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, tree roots, flat sections, and numerous cracked pipe sections. There is no existing water main in Dion Street. The water main crossing Dion Street at the cross streets. With the proposed water main extension in Fair Avenue, there wouldn't appear to be a need for the extension of water main in Dion Street.

Dion Street has an existing storm sewer system in all blocks of the project area. The Dion Street storm sewer provides drainage for portions of Morrison and Clark Streets due to the topography of the neighborhood. The connection of the Dion Street storm sewer with the storm sewer in Watkins Street was discussed under the Watkins Street Project section. Since the Dion Street storm sewer drains to the Watkins storm sewer, it makes sense to complete the Watkins Street project prior to Dion Street. The storm sewer system in Dion Street will be replaced as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$1,000,000.

5.2.15 Edwards Avenue

This project includes the reconstruction of Edwards Avenue from Clark Street to Union Street. The project is shown on Figure 2. The street pavement on these sections of Edwards Avenue rated from 4 to 7 on a scale of 1 to 10.

Edwards Avenue does not have sanitary sewer main in it. The sanitary sewer mains cross Edwards Avenue at the side streets. There is water main in Edwards Avenue between McLean and Union Streets. While public works did not note specific issues with this water main, given the age of this water main, it is recommended that this water main be replaced as part of the project. With existing water main in Howe Avenue one block north, there wouldn't appear to be a need for the extension of water main in Dion Street between McLean Street and Clark Street.

Watkins Avenue has an existing storm sewer system in all blocks of the project area. The Watkins Avenue storm sewer provides drainage for portions of Morrison and Clark Streets due to the topography of the neighborhood. The connection of the Edwards Avenue storm sewer with the storm sewer in Watkins Street was discussed under the Watkins Street Project section. Since the Edwards Avenue storm sewer drains to the Watkins storm sewer, it makes sense to complete the Watkins Street project prior to Edwards Avenue. The storm sewer system in Edwards Avenue will be replaced as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$900,000.

5.2.16 West Central Avenue

This project includes the reconstruction of West Central Avenue from Grove Street to Maple Avenue (CSAH 6). The project is shown on Figure 2. The street pavement on West Central Avenue rated a 6 on a scale of 1 to 10. West Central Avenue is currently a rural section road meaning it does not have curb & gutter or storm sewer.

The existing sanitary sewer only covers the east end of W. Central Avenue, from Grove Street to entrance to the Meadow Ridge Apartments. Similarly, the water main only extends part way on W. Central from Grove Street heading west. There are a couple parcels on the west end of Central Avenue that may need city utilities in the future. But with Oakwood Cemetery on the north side of W. Central Avenue, extending sanitary sewer may not be needed. Public works suggests extending the water main in W. Central Avenue all the way to Maple Avenue (CSAH 6), then back south to 3rd Street to provide a looped condition, improving water quality, maintenance and fire flow in this portion of the City.

West Central Avenue is currently a rural section road, meaning it has ditches the help collect and convey drainage. The estimated costs in this report assume that the street become an urban section with concrete curb & gutter and storm sewer.

The Meadow Ridge Apartment Building, just south of West Central Avenue, drains to a landlocked drainage pond between Central Avenue and 3rd Street. This project may be an opportunity to install an outlet for this pond in Central Avenue that drains to the ditch along Maple Avenue and ultimately towards Snake River.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$1,500,000. The looping of the water main along Maple Avenue and back to 3rd Street is estimated at \$150,000 and is included in the total project cost.

5.2.17 Edgewood Lane

This project includes the reconstruction of Edgewood Lane from Portage Avenue to Division Street. The project is shown on Figure 2. The street pavement on Edgewood Lane rated a 6 on a scale of 1 to 10.

Edgewood Lane has sanitary sewer and water main in it. Public works did not note any issues with the sanitary sewer. This sanitary sewer carries most of the City's flow from areas generally east of TH 65 and south of TH 23. Public works did note issues with the existing water main in Edgewood Lane. It is anticipated that both the sewer and water main would be replaced as part of this project.

Currently Edgewood Lane does not have a storm sewer in it. Drainage flows either north to Portage Avenue or south to Division Street where it's collected into existing storm sewer systems.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$1,050,000.

5.2.18 Clark Street

This project includes the reconstruction of Clark Street from Forest Avenue to the Frontage Road. The project is shown on Figure 2. The street pavement on these street sections rated a 7 on a scale of 1 to 10.

Public works staff identified the Clark sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The existing water main in the project area is 4-inch and 6-inch CIP. Public works did not note that this main has experienced significant water main breaks, but since it is CIP, it is recommended to replace it as part of the street project. It is anticipated that this section of water main is likely to have lead water services to some of the homes given the age of the housing stock. Lead services should be replaced as part of the project. As part of the City project, letters to the homeowners with lead services will be noticed that they should replace the main from the shut off to their water meter.

Clark Street does not have storm sewer in it. Drainage flows overland on Clark Street, then typically a block west to existing storm sewer systems. There is a storm sewer in the south block of Clark that drains into the MnDOT ditch along TH 65. It is anticipated that this main will be replaced and other flat areas reviewed for possible new storm sewer as part of the project.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$2,000,000.

5.2.19 Division Street and Frankie Lane

This project includes the reconstruction of Clark Street from Forest Avenue to the Frontage Road. The project is shown on Figure 2. The street pavement on these street sections rated from a 4 to a 7 on a scale of 1 to 10.

The existing sanitary sewer main in Division Street receives all the flow from the Edgewood Mobile Home Park. Public works staff identified the Clark sanitary sewer main with numerous issues due to the existing clay pipe with offset joints, flat sections, and numerous cracked pipe sections. The currently is not existing water main in Division Street or Frankie Lane, south of

Portage Avenue. There is a 6-inch water main in the block of Frankie Lane between the Frontage Road and Portage Avenue. It is assumed that water main is CIP in material and would be replaced as part of the project. It is also assumed that new water main would be installed in Division Street and the rest of Frankie Lane as part of this project. Currently the water system in Edgewood Mobile Home Park is private.

There is storm sewer in Division Street at the intersection with Valley Lane. This system extends in Valley Lane all the way to Portage Avenue and is the outlet for the Portage Avenue storm sewer system. A portion of this storm sewer system lies under Frankie Lane, just south of Portage Lane. The north block of Frankie Lane, along Coborn's Grocery Store relies on overland flow to direct drainage south into the above existing storm sewer system. It is anticipated that all of this storm sewer system would be replaced and possible a retention area needed along the south side of Division Street as part of this project.

This project would be a full street and utility reconstruction project. Given this project's proximity to the Edgewood Mobile Home Park, any improvements or significant changes to the mobile home park would likely trigger this project. The estimated total project cost for this project is \$2,600,000.

5.2.20 Lake and Vine Streets

This project includes the reconstruction of Lake and Vines Streets between Forest Avenue and Mora Lake. The project is shown on Figure 2. The street pavement on these sections of Edwards Avenue rated from 5 to 7 on a scale of 1 to 10.

Public works staff did not identify issues with the existing sanitary sewer mains in these streets but is anticipated that these are clay mains that should be replaced with the project. The existing water main in the project area is 4-inch and 6-inch CIP with a 12-inch raw water line in Vine Street near the fire hall that carries well water from well number 5 behind the firehall to water treatment plant. Public works did not note that this main has experienced significant water main breaks, but since it is CIP, it is recommended to replace it as part of the street project

Lake Street has an existing storm sewer system from Railroad Avenue that collects drainage near the area around city hall and carries it to Mora Lake. Similarly, Vine Street as a storm sewer main in its north block that discharges into Mora Lake. Public works as noted issues with these outlets due to the steep grade on the pipe and the pipe material wearing out. As noted in the Railroad Avenue Project discussion the downtown area needs additional storm water capacity. As part of this project, the new storm sewer mains would be sized to accommodate additional flow for larger storm events.

This project would be a full street and utility reconstruction project. The estimated total project cost for this project is \$3,000,000.

5.2.21 Little Ranches Road, Commercial Plan and Rowland Road

This project includes the paving of Little Ranches Road, Commercial Place and Rowland Road. The project is shown on Figure 2. These roads are currently gravel and paving them has been previously discussed by the city. Also included in this project would be the installation of an 8-inch water main in Commercial Place to connect the existing dead-end water mains in Little Ranches and Rowland Roads.

This estimated total project cost for this project is \$900,000.

5.2.22 Industrial Park Phase 2

This project includes the installation of sanitary sewer and water main and construction of Industrial Road N, in the platted ROW of Phase 2 of the Industrial Park. The new water main would potentially extend to Industrial Park Boulevard to connect to the dead-end water main in Industrial Park Boulevard. The new street would be rural with ditches to match the existing sections of Industrial Road N.

The actual scope of this project is dependent on the potential development in Phase 2 of the park. If installed per the existing plat, the sanitary sewer and road would only extend far enough east to serve all the currently platted lots.

The estimated total project cost for this project is \$1,100,000.

5.3 Minor Projects

5.3.1 Mill and Overlay Projects

In addition to the major reconstruction projects, there are other streets that need to be reconstructed, but utilities in these streets are in good shape and has adequate capacity to handle current and future flows. These streets also have existing storm sewer systems.

In these streets, milling of existing pavement and adding curb and gutter, as needed, together with repaving can improve the status of these streets. Table 2 below and Figure 1 show the cost and locations of these streets.

Table 5-2 – Mill & Overlay Project List

Project	Cost
Industrial Road	\$850,000
Ford Ave, White Pine Ct, Westwood Circle	\$160,000
Villa Drive Neighborhood	\$250,000
Pine & Spruce Streets	\$105,000
Westside Streets	\$450,000
Oslin Road & Valhalla Circle	\$350,000
Total	\$2,165,000

The estimated costs for the mill and overlay project areas is \$2,165,000. Table 1 at the end of this report provides a breakdown of the estimated costs for these projects.

5.3.2 Sanitary Sewer and Trenchless Repair

In addition to the previous major and minor street construction, there are some streets that are in good condition, but the sewer pipes need some attention. The pipes may have some cracks or separated joints and trenchless repair can be the most economical way to take care of these problems without having to disturb a good to excellent street surface. These repairs can be accomplished by means of slip lining of sanitary sewer pipes; this will extend the life of the sanitary sewer system until it is time to reconstruct these streets. These repair areas were listed

in Section 4.2. Their estimated costs are broken out in Table 1, with the total cost to line these areas estimated to be \$1,500,000.

5.4 Conclusion

We recommend that the City consult their financial advisor, bond counsel, attorney and the citizens of the community to confirm and refine the Capital Improvement Plan scope, schedule and finance plan.

Please note that the cost estimates, phasing, and schedule are intended to be used for planning and budgeting purposes. The construction costs were based on 2022 bid prices. A Feasibility Report/Engineering Report should be completed before design and bidding of projects as they are authorized.

Periodically the estimated project costs for the projects identified in this CIP should be reviewed and adjusted based on the Construction Cost Index (CCI) to keep the estimated project costs current for budgeting and planning purposes.

Tables

Table 1 – Detailed Cost Estimates

Description	FACILITYID	STREETCONC	Beginning Street	End Street	Pavement Rating	Length (Ft)	WM year	WM size	WM Cost	San cost	Storm Cost	Street Cost	Sidewalk Y/N	Sidewalk Cost	C&G Y/N	C&G Cost	Street Width	Total Cost
FOREST AVE W	211	FOREST AVE W	WEST END	LOCUST ST	4	971			\$203,910	\$262,170	\$203,910	\$189,345 N		\$0 Y		\$72,825	34	\$932,160
	107	FOREST AVE W	LOCUST ST	S GROVE ST	3	567			\$119,070	\$153,090	\$119,070	\$110,565 N		\$0 Y		\$42,525	36	\$544,320
	52	LOCUST ST	FOREST AVE W	S GROST ST	3	904			\$189,840	\$0	\$0	\$176,280 N		\$0 N		\$0	14	\$366,120
WM EXTENSION BETWEEN FOREST AVE W & BEAN AVE	N/A	N/A	FOREST AVE W	BEAN AVE	N/A	605			\$127,050	\$0	\$0	\$0		\$0		\$0		\$127,050
Total Project Cost																		\$1,969,650
4TH ST	164	4TH ST	WOOD ST		3	370			\$77,700	\$99,900	\$77,700	\$72,150 N		\$0 Y		\$27,750	37	\$355,200
	216	4TH ST		CEDAR ST	3	283			\$59,430	\$76,410	\$59,430	\$55,185 N		\$0 Y		\$21,225	23	\$271,680
	227	CEDAR ST	4TH ST	NORTH END	5	213			\$44,730	\$57,510	\$44,730	\$41,535 N		\$0 N		\$0	23	\$188,505
	77	N PARK ST	1ST ST	2ND ST	4	307			\$64,470	\$82,890	\$64,470	\$59,865 N		\$0 Y		\$23,025	26	\$294,720
	82	1ST ST	N GROVE ST	WOOD ST	6	378			\$79,380	\$102,060	\$79,380	\$73,710 N		\$0 Y		\$28,350	23	\$362,880
	221	1ST ST	WOOD ST	N PARK ST	3	334			\$70,140	\$90,180	\$70,140	\$65,130 N		\$0 Y		\$25,050	26	\$320,640
	119	2ND ST	N GROVE ST	WOOD ST	5	381			\$80,010	\$102,870	\$80,010	\$74,295 N		\$0 Y		\$28,575	28	\$365,760
	17	2ND ST	WOOD ST	N PARK ST	6	329			\$69,090	\$88,830	\$69,090	\$64,155 N		\$0 Y		\$24,675		\$315,840
	Total Project Cost																	
N WOOD ST	228	N WOOD ST	W MAPLE AVE	1ST ST	6	376			\$78,960	\$101,520	\$78,960	\$73,320 WEST SIDE		\$8,460 Y		\$28,200	50	\$369,420
	144	N WOOD ST	1ST ST	2ND ST	8	345			\$72,450	\$93,150	\$72,450	\$67,275 WEST SIDE		\$7,763 Y		\$25,875	37	\$338,963
	237	N WOOD ST	2ND ST	4TH ST	8	739			\$155,190	\$199,530	\$155,190	\$144,105 WEST SIDE		\$16,628 Y		\$55,425	37	\$726,068
	137	N WOOD ST	4TH ST		8	596			\$125,160	\$160,920	\$125,160	\$116,220 N		\$0 Y		\$44,700	38	\$572,160
	66	N WOOD ST		7TH ST	8	302			\$63,420	\$81,540	\$63,420	\$58,890 N		\$0 Y		\$22,650	38	\$289,920
Total Project Cost																		\$2,296,530
2ND ST, 3RD ST	233	2ND ST	W MAPLE AVE	EVERGREEN ST	6	567			\$119,070	\$153,090	\$119,070	\$110,565 N		\$0 Y		\$42,525	32	\$544,320
	84	3RD ST	W MAPLE AVE		4	698			\$146,580	\$188,460	\$146,580	\$136,110 N		\$0 Y		\$52,350	30	\$670,080
	208	3RD ST		N GROVE ST	5	432			\$90,720	\$116,640	\$90,720	\$84,240 N		\$0 Y		\$32,400	30	\$414,720
Total Project Cost																		\$1,629,120
RAILROAD AVE	39	NW RAILROAD AVE	N GROVE ST	N WOOD ST	7	385			\$80,850	\$103,950	\$103,950	\$75,075 N		\$0 NORTH SIDE		\$14,438	32	\$378,263
	73	NW RAILROAD AVE	N WOOD ST	N PARK ST	7	379			\$79,590	\$102,330	\$102,330	\$73,905 NORTH SIDE		\$8,528 NORTH SIDE		\$14,213	34	\$380,895
	169	NW RAILROAD AVE	N PARK ST	N UNION ST	7	386			\$81,060	\$104,220	\$104,220	\$75,270 NORTH SIDE		\$8,685 Y		\$28,950	58	\$402,405
	130	NE RAILROAD AVE	N UNION ST	N LAKE ST	5	380			\$79,800	\$102,600	\$102,600	\$74,100 NORTH SIDE		\$8,550 Y		\$28,500	54	\$396,150
	158	NE RAILROAD AVE	N LAKE ST	N VINE ST	6	382			\$80,220	\$103,140	\$103,140	\$74,490 N		\$0 NORTH SIDE		\$14,325	34	\$375,315
	239	RAILROAD AVE SE	S PARK ST	S UNION ST	6	386			\$81,060	\$104,220	\$81,060	\$75,270 SOUTH SIDE		\$8,685 Y		\$28,950	54	\$379,245
	60	RAILROAD AVE SE	S UNION ST	S LAKE ST	6	383			\$80,430	\$103,410	\$80,430	\$74,685 SOUTH SIDE		\$8,618 Y		\$28,725	47	\$376,298
	45	N WOOD ST	W MAPLE AVE	NW RAILROAD AVE	6	363			\$76,230	\$98,010	\$76,230	\$70,785 N		\$0 Y		\$27,225	37	\$348,480
	153	S WOOD ST	NW RAILROAD AVE	FOREST AVE W	6	457			\$95,970	\$123,390	\$95,970	\$89,115 N		\$0 Y		\$34,275	40	\$438,720
	Total Project Cost																	
FAIR AVE	29	FAIR AVE	WEST END	RIVERSIDE ST	6	467			\$0	\$0	\$0	\$35,025 N		\$0 Y		\$35,025	38	\$70,050
	99	FAIR AVE	RIVERSIDE ST	WOODLAND ST	6	391			\$0	\$0	\$0	\$29,325 N		\$0 Y		\$29,325	38	\$58,650
	125	FAIR AVE	WOODLAND ST	S GROVE ST	5	494			\$0	\$0	\$0	\$37,050 N		\$0 Y		\$37,050	37	\$74,100
	171	FAIR AVE	S GROVE ST	S WOOD ST	5	386			\$0	\$0	\$0	\$28,950 N		\$0 Y		\$28,950	38	\$57,900
	100	FAIR AVE	S WOOD ST	S PARK ST	5	370			\$0	\$0	\$0	\$27,750 N		\$0 Y		\$27,750	38	\$55,500
	219	FAIR AVE	S PARK ST	S UNION ST	5	385			\$0	\$0	\$0	\$28,875 N		\$0 Y		\$28,875	38	\$57,750
	242	FAIR AVE	S UNION ST	WATKINS ST	6	332			\$0	\$0	\$0	\$24,900 N		\$0 Y		\$24,900	37	\$49,800
	193	FAIR AVE	WATKINS ST	McLEAN ST	6	322			\$0	\$0	\$0	\$24,150 N		\$0 Y		\$24,150	37	\$48,300
	113	FAIR AVE	McLEAN ST	MORRISON ST	6	308			\$0	\$0	\$0	\$23,100 N		\$0 Y		\$23,100	37	\$46,200
	165	FAIR AVE	MORRISON ST	CLARK ST	6	327			\$0	\$0	\$0	\$24,525 N		\$0 Y		\$24,525	37	\$49,050
Total Project Cost																		\$567,300
BEAN AVE	90	BEAN AVE	WEST END	RIVERSIDE ST	6	551					\$148,770	\$107,445 N		\$0 Y		\$41,325	29	\$297,540
	55	BEAN AVE	RIVERSIDE ST	S GROVE ST	6	881					\$237,870	\$171,795 N		\$0 Y		\$66,075	36	\$475,740
Total Project Cost																		\$773,280
SUMMIT & ACORN	30	SUMMIT LN	PORTAGE AVE	CAROL AVE	6	943			\$198,030	\$254,610	\$198,030	\$183,885 N		\$0 Y		\$70,725	37	\$905,280
	120	SUMMIT LN	CAROL AVE	NORTH END	6	79			\$16,590	\$21,330	\$16,590	\$15,405 N		\$0 Y		\$5,925	37	\$75,840
	16	ACORN LN	PORTAGE AVE	COBORN'S ENT	6	485			\$101,850	\$130,950	\$101,850	\$94,575 N		\$0 Y		\$36,375	37	\$465,600
	155	ACORN LN	COBORN'S ENT	CAROL AVE	6	455			\$95,550	\$122,850	\$95,550	\$88,725 N		\$0 Y		\$34,125	37	\$436,800
	160	PINE GROVE ST	SOUTHEAST END	SOUTHWEST END	1	264			\$55,440	\$71,280	\$55,440	\$51,480 N		\$0 N		\$0	18	\$233,640
	185	CAROL AVE	SUBWAY	ACORN LN	5	68			\$14,280	\$18,360	\$14,280	\$13,260 N		\$0 Y		\$5,100	46	\$65,280
	61	CAROL AVE	ACORN LN	SUMMIT LN	6	408			\$85,680	\$110,160	\$85,680	\$79,560 N		\$0 Y		\$30,600	37	\$391,680
Total Project Cost																		\$2,574,120
PORTAGE AVE	190	PORTAGE AVE	SERVICE DR	EDGEWOOD LN	5	320			\$67,200	\$86,400	\$67,200	\$62,400 N		\$0 Y		\$24,000	38	\$307,200
	133	PORTAGE AVE	EDGEWOOD LN	FRANKIE LN	5	171			\$35,910	\$46,170	\$35,910	\$33,345 N		\$0 Y		\$12,825	38	\$164,160
	275	PORTAGE AVE	FRANKIE LN	MORA REGENCY A	4	252			\$52,920	\$68,040	\$52,920	\$49,140 N		\$0 Y		\$18,900	37	\$241,920
	276	PORTAGE AVE	MORA REGENCY A	ACORN LN	4	122			\$25,620	\$32,940	\$25,620	\$23,790 N		\$0 Y		\$9,150	37	\$117,120
	278	PORTAGE AVE	ACORN LN	MORA REGENCY B	4	271			\$56,910	\$73,170	\$56,910	\$52,845 N		\$0 Y		\$20,325	37	\$260,160
	277	PORTAGE AVE	MORA REGENCY B	SUMMIT LN	4	114			\$23,940	\$30,780	\$23,940	\$22,230 N		\$0 Y		\$8,550	37	\$109,440

	271	PORTAGE AVE	SUMMIT LN	MORA REGENCY C	5	270	\$56,700	\$72,900	\$56,700	\$52,650 N	\$0 Y	\$20,250	37	\$259,200
	268	PORTAGE AVE	MORA REGENCY C	S WALNUT ST	5	271	\$56,910	\$73,170	\$56,910	\$52,845 N	\$0 Y	\$20,325	37	\$260,160
											\$0			
											\$0	Total Project Cost		\$1,719,360
MORRISON ST	58	MORRISON ST	FRONTAGE ROAD	FAIR AVE	0 (GRAVEL)	613	\$128,730	\$165,510	\$128,730	\$119,535 N	\$0 N	\$0		\$542,505
	142	MORRISON ST	FAIR AVE	DION AVE	6	566	\$118,860	\$152,820	\$118,860	\$110,370 N	\$0 Y	\$42,450	38	\$543,360
	223	MORRISON ST	DION AVE	EDWARDS AVE	6	473	\$99,330	\$127,710	\$99,330	\$92,235 Y	\$21,285 Y	\$35,475	38	\$475,365
	184	MORRISON ST	EDWARDS AVE	HOWE AVE	6	476	\$99,960	\$128,520	\$99,960	\$92,820 N	\$0 Y	\$35,700	38	\$456,960
	62	HOWE AVE	McLEAN ST	S VINE ST	5	114	\$23,940	\$30,780	\$23,940	\$22,230 N	\$0 Y	\$8,550	43	\$109,440
	103	HOWE AVE	S VINE ST	MORRISON ST	5	202	\$42,420	\$54,540	\$42,420	\$39,390 N	\$0 Y	\$15,150	37	\$193,920
	104	HOWE AVE	MORRISON ST	CLARK ST	4	322	\$67,620	\$86,940	\$67,620	\$62,790 N	\$0 Y	\$24,150	37	\$309,120
	70	S VINE ST	HOWE AVE	FOREST AVE E	5	290	\$60,900	\$78,300	\$60,900	\$56,550 N	\$0 Y	\$21,750	43	\$278,400
											\$0	Total Project Cost		\$2,909,070
WATKINS ST	134	WATKINS ST	FORD AVE	FAIR AVE	4	540	\$113,400	\$145,800	\$113,400	\$105,300 EAST SIDE	\$12,150 Y	\$40,500	37	\$530,550
	53	WATKINS ST	FAIR AVE	DION AVE	6	562	\$118,020	\$151,740	\$118,020	\$109,590 N	\$0 Y	\$42,150	37	\$539,520
	201	WATKINS ST	DION AVE	EDWARDS AVE	7	471	\$98,910	\$127,170	\$98,910	\$91,845 N	\$0 Y	\$35,325	37	\$452,160
	97	WATKINS ST	EDWARDS AVE	HOWE AVE	6	464	\$97,440	\$125,280	\$97,440	\$90,480 N	\$0 Y	\$34,800	37	\$445,440
	192	HOWE AVE	S UNION ST	WATKINS ST	3	341	\$71,610	\$92,070	\$71,610	\$66,495 N	\$0 Y	\$25,575	37	\$327,360
	191	HOWE AVE	WATKINS ST	S LAKE ST	5	50	\$10,500	\$13,500	\$10,500	\$9,750 N	\$0 Y	\$3,750	37	\$48,000
	65	HOWE AVE	S LAE ST	McLEAN ST	5	262	\$55,020	\$70,740	\$55,020	\$51,090 NORTH SIDE	\$5,895 Y	\$19,650	43	\$257,415
	206	S LAKE ST	HOWE AVE	FOREST AVE E	7	286	\$60,060	\$77,220	\$60,060	\$55,770 Y	\$12,870 Y	\$21,450	44	\$287,430
											\$0	Total Project Cost		\$2,887,875
McLEAN STREET	108	McLEAN ST	FRONTAGE ROAD	FAIR AVE	6	858	\$180,180	\$231,660	\$180,180	\$167,310 N	\$0 Y	\$64,350	37	\$823,680
	121	McLEAN ST	FAIR AVE	DION AVE	5	568	\$119,280	\$153,360	\$119,280	\$110,760 N	\$0 Y	\$42,600	37	\$545,280
	209	McLEAN ST	DION AVE	EDWARDS AVE	4	471	\$98,910	\$127,170	\$98,910	\$91,845 N	\$0 Y	\$35,325	37	\$452,160
	150	McLEAN ST	EDWARDS AVE	HOWE AVE	5	479	\$100,590	\$129,330	\$100,590	\$93,405 Y	\$21,555 Y	\$35,925	37	\$481,395
											\$0	Total Project Cost		\$2,302,515
DION AVE	199	DION AVE	S UNION ST	WATKINS ST	6	337		\$90,990	\$70,770	\$65,715 Y	\$15,165 Y	\$25,275	37	\$267,915
	168	DION AVE	WATKINS ST	McLEAN ST	7	168		\$45,360	\$35,280	\$32,760 N	\$0 Y	\$12,600	37	\$126,000
	96	DION AVE	McLEAN ST	MORRISON ST	4	313		\$84,510	\$65,730	\$61,035 N	\$0 Y	\$23,475	37	\$234,750
	67	DION AVE	MORRISON ST	CLARK ST	4	318		\$85,860	\$66,780	\$62,010 N	\$0 Y	\$23,850	37	\$238,500
											\$0	Total Project Cost		\$867,165
EDWARDS AVE	220	EDWARDS AVE	S UNION ST	WATKINS ST	7	340	\$71,400		\$71,400	\$66,300 N	\$0 Y	\$25,500	37	\$234,600
	212	EDWARDS AVE	WATKINS ST	McLEAN ST	5	316	\$66,360		\$66,360	\$61,620 N	\$0 Y	\$23,700	37	\$218,040
	229	EDWARDS AVE	McLEAN ST	MORRISON ST	5	316			\$66,360	\$61,620 N	\$0 Y	\$23,700	37	\$151,680
	102	EDWARDS AVE	MORRISON ST	CLARK ST	4	313			\$65,730	\$61,035 N	\$0 Y	\$23,475	37	\$150,240
											\$0	Total Project Cost		\$754,560
WEST CENTRAL AVE	195	W CENTRAL AVE	W MAPLE AVE	N GROVE ST	6	1375	\$288,750	\$371,250	\$288,750	\$268,125 N	\$0 Y	\$103,125	32	\$1,320,000
WATERMAIN	N/A	W MAPLE AVE	W CENTRAL ST	3RD ST		664	\$139,440	\$0	\$0	\$0 N	\$0 N	\$0		\$139,440
											\$0	Total Project Cost		\$1,459,440
EDGEWOOD LANE	115	EDGEWOOD LN	DIVISION ST	PORTAGE AVE	6	1082	\$227,220	\$292,140	\$227,220	\$210,990 N	\$0 Y	\$81,150	37	\$1,038,720
											\$0	Total Project Cost		\$1,038,720
CLARK ST	117	CLARK ST	FRONTAGE ROAD	FAIR AVE	7	147	\$30,870	\$39,690	\$30,870	\$28,665 N	\$0 Y	\$11,025	37	\$141,120
	76	CLARK ST	FAIR AVE	DION AVE	7	559	\$117,390	\$150,930	\$117,390	\$109,005 N	\$0 Y	\$41,925	37	\$536,640
	154	CLARK ST	DION AVE	EDWARDS AVE	7	474	\$99,540	\$127,980	\$99,540	\$92,430 N	\$0 Y	\$35,550	37	\$455,040
	94	CLARK ST	EDWARDS AVE	WELIA ENT	7	300	\$63,000	\$81,000	\$63,000	\$58,500 EAST SIDE	\$6,750 Y	\$22,500	37	\$294,750
	151	CLARK ST	WELIA ENT	HOWE AVE	7	168	\$35,280	\$45,360	\$35,280	\$32,760 EAST SIDE	\$3,780 Y	\$12,600	37	\$165,060
	31	CLARK ST	HOWE AVE	FOREST AVE E	7	346	\$72,660	\$93,420	\$72,660	\$67,470 N	\$0 Y	\$25,950	37	\$332,160
											\$0	Total Project Cost		\$1,924,770
DIV ST & FRANKIE LN	186	DIVISION ST	FRONTAGE ST	EDGEWOOD LN	7	179	\$37,590	\$48,330	\$48,330	\$34,905 N	\$0 N	\$0	28	\$169,155
	225	DIVISION ST	EDGEWOOD LN	ARTHUR LN	4	195	\$40,950	\$52,650	\$52,650	\$38,025 N	\$0 N	\$0	23	\$184,275
	129	DIVISION ST	ARTHUR LN	VALLEY LN	4	182	\$38,220	\$49,140	\$49,140	\$35,490 N	\$0 N	\$0	23	\$171,990
	14	DIVISION ST	VALLEY LN	MALMGREN LN	4	500	\$105,000	\$135,000	\$135,000	\$97,500 N	\$0 N	\$0	30	\$472,500
	86	DIVISION ST	MALMGREN LN	KRISTI LN	5	200	\$42,000	\$54,000	\$54,000	\$39,000 N	\$0 N	\$0	21	\$189,000
	21	DIVISION ST	KRISTI LN	FRANKIE LN	5	190	\$39,900	\$51,300	\$51,300	\$37,050 N	\$0 N	\$0	21	\$179,550
	19	FRANKIE LN	DIVISION ST	KENWOOD LN	7	130	\$27,300	\$35,100	\$35,100	\$25,350 N	\$0 N	\$0	21	\$122,850
	202	FRANKIE LN	KENWOOD LN	KRISTI LN	4	159	\$33,390	\$42,930	\$42,930	\$31,005 N	\$0 N	\$0	21	\$150,255
	13	FRANKIE LN	KRISTI LN	MALMGREN LN	4	319	\$66,990	\$86,130	\$86,130	\$62,205 N	\$0 N	\$0	21	\$301,455
	270	FRANKIE LN	MALMGREN LN	MORA REGENCY H	5	112	\$23,520	\$30,240	\$30,240	\$21,840 N	\$0 N	\$0	21	\$105,840
	269	FRANKIE LN	MORA REGENCY H	VALLEY LN	3	193	\$40,530	\$52,110	\$52,110	\$37,635 N	\$0 N	\$0	21	\$182,385
	174	FRANKIE LN	VALLEY LN	ARTHUR LN (EXT)	3	266	\$55,860	\$71,820	\$71,820	\$51,870 N	\$0 N	\$0	21	\$251,370
	138	FRANKIE LN	ARTHUR LN (EXT)	PORTAGE AVE	4	121	\$25,410	\$32,670	\$32,670	\$23,595 N	\$0 N	\$0	21	\$114,345
											\$0	Total Project Cost		\$2,594,970
LAKE & VINE ST	116	S LAKE ST	FOREST AVE E	RAILROAD AVE SE	7	353	\$74,130	\$95,310	\$74,130	\$68,835 Y	\$15,885 Y	\$26,475	54	\$354,765
	175	S LAKE ST	RAILROAD AVE SE	RAILROAD AVE NE	7	123	\$25,830	\$33,210	\$25,830	\$23,985 Y	\$5,535 Y	\$9,225	54	\$123,615
	187	N LAKE ST	RAILROAD AVE NE	E MAPLE AVE	7	353	\$74,130	\$95,310	\$74,130	\$68,835 Y	\$15,885 Y	\$26,475	49	\$354,765

Figures

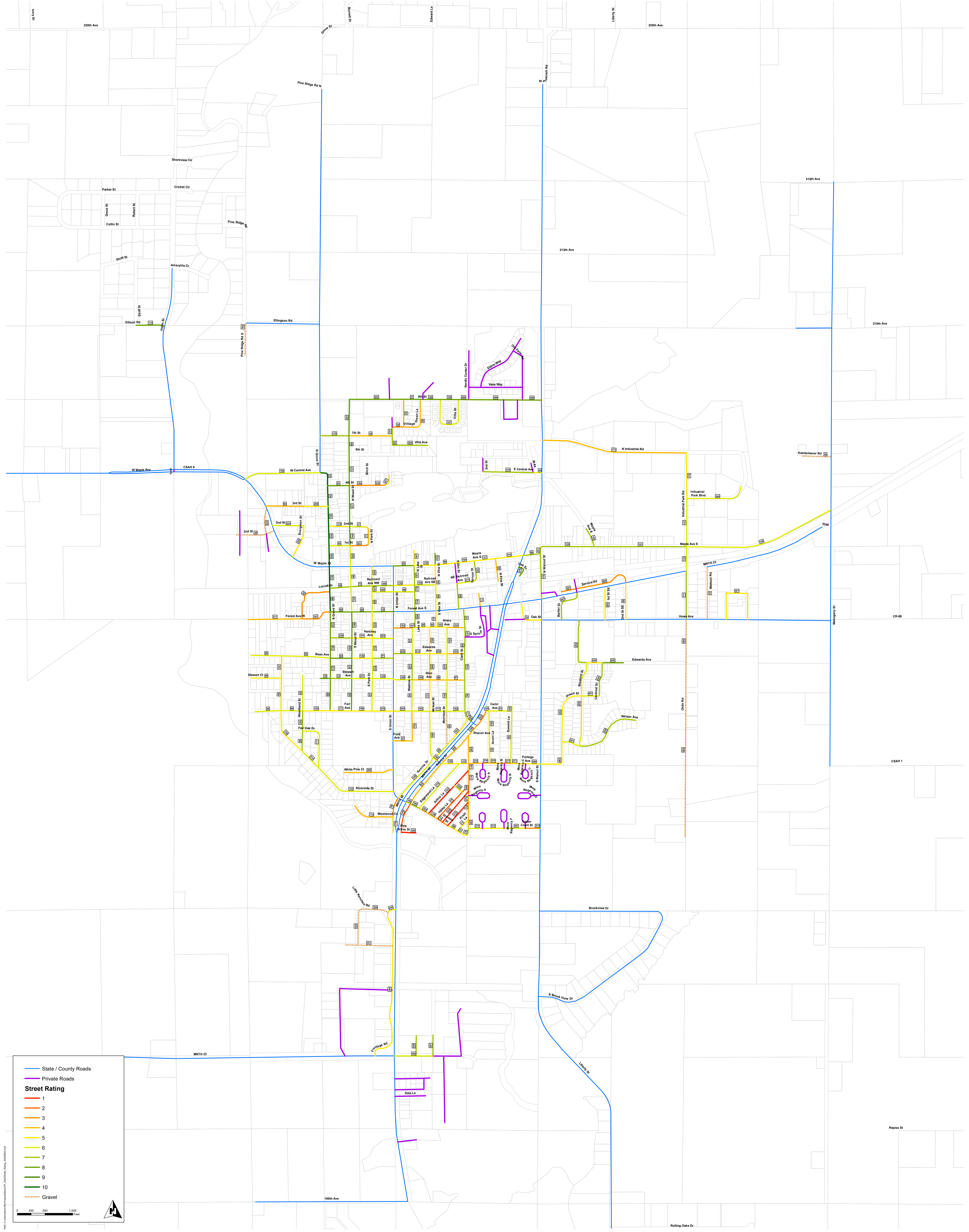
Street Rating (one page)

Project Streets (one page)

Sanitary Sewer Utilities (15 pages)

Storm Sewer Utilities (10 pages)

Water Utilities (10 pages)



Print Date: 11/15/2022



STREET RATING Mora, Minnesota

FIGURE 1

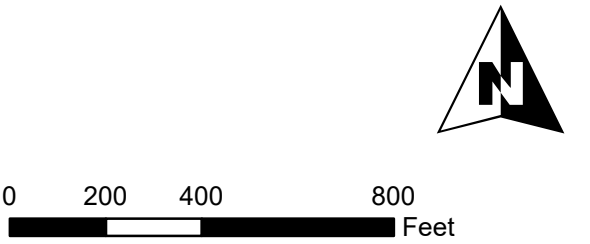
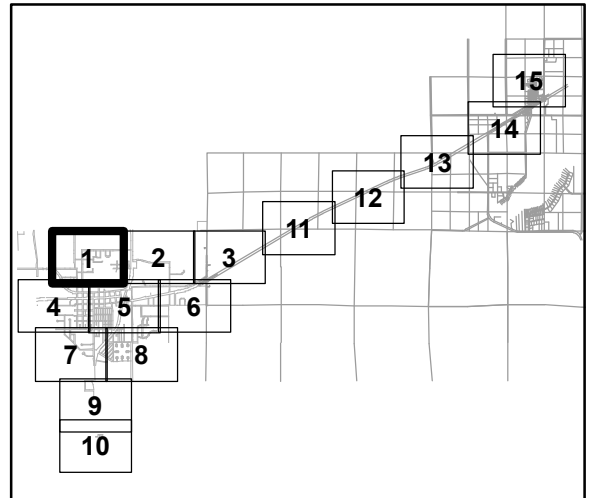
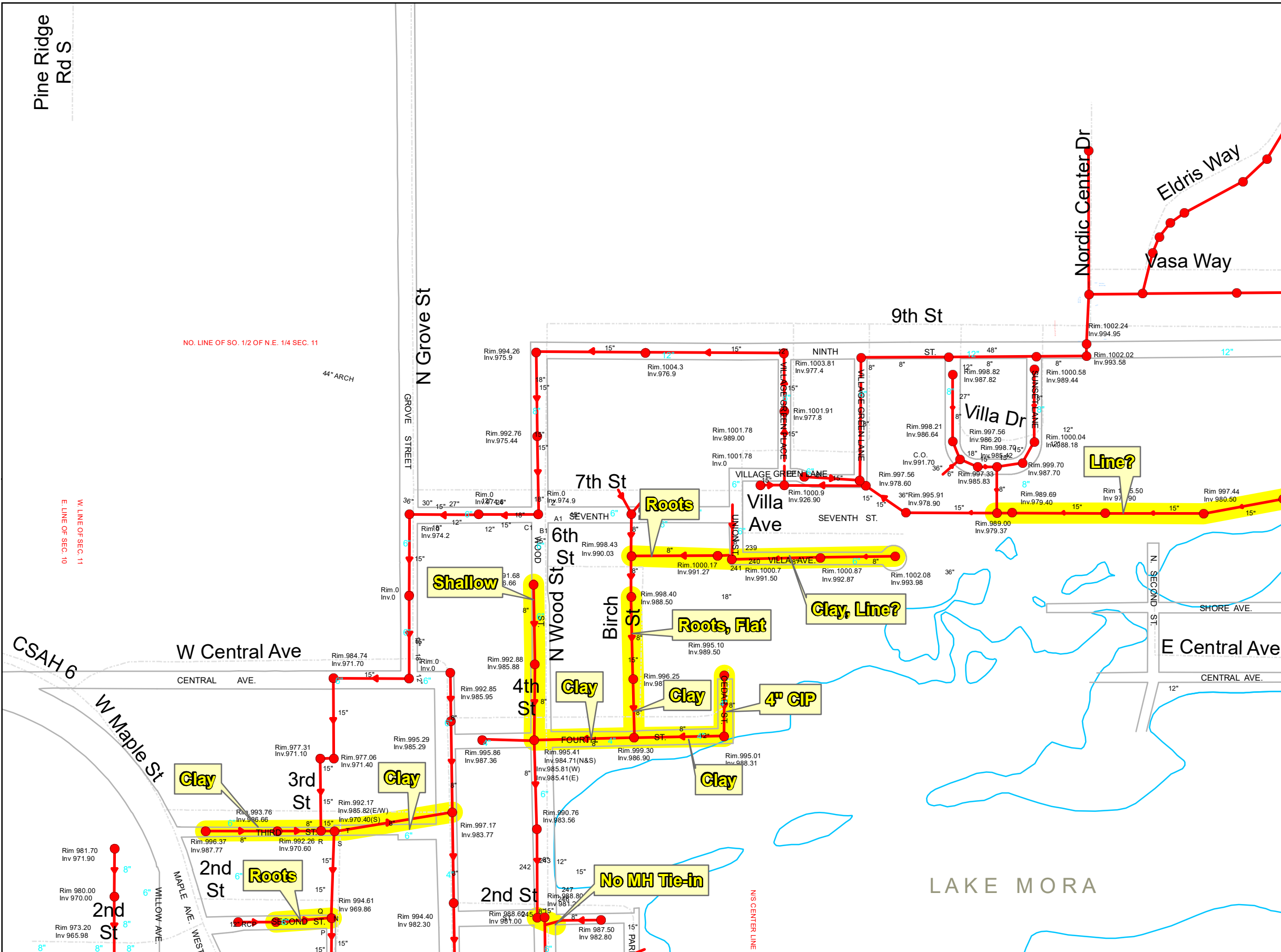
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Pine Ridge Rd S

Legend

- Manhole
- Liftstation
- ▼ Cleanout and Air Release Valve
- Sanitary Line
- Sanitary Forcemain
- Airport
- Curb
- Lotline
- ROW
- Trails
- Road
- Water
- Sanitary Issues

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Map by: SRH
Projection: Kanabec CC
Source: SEH Inc and City of Mora

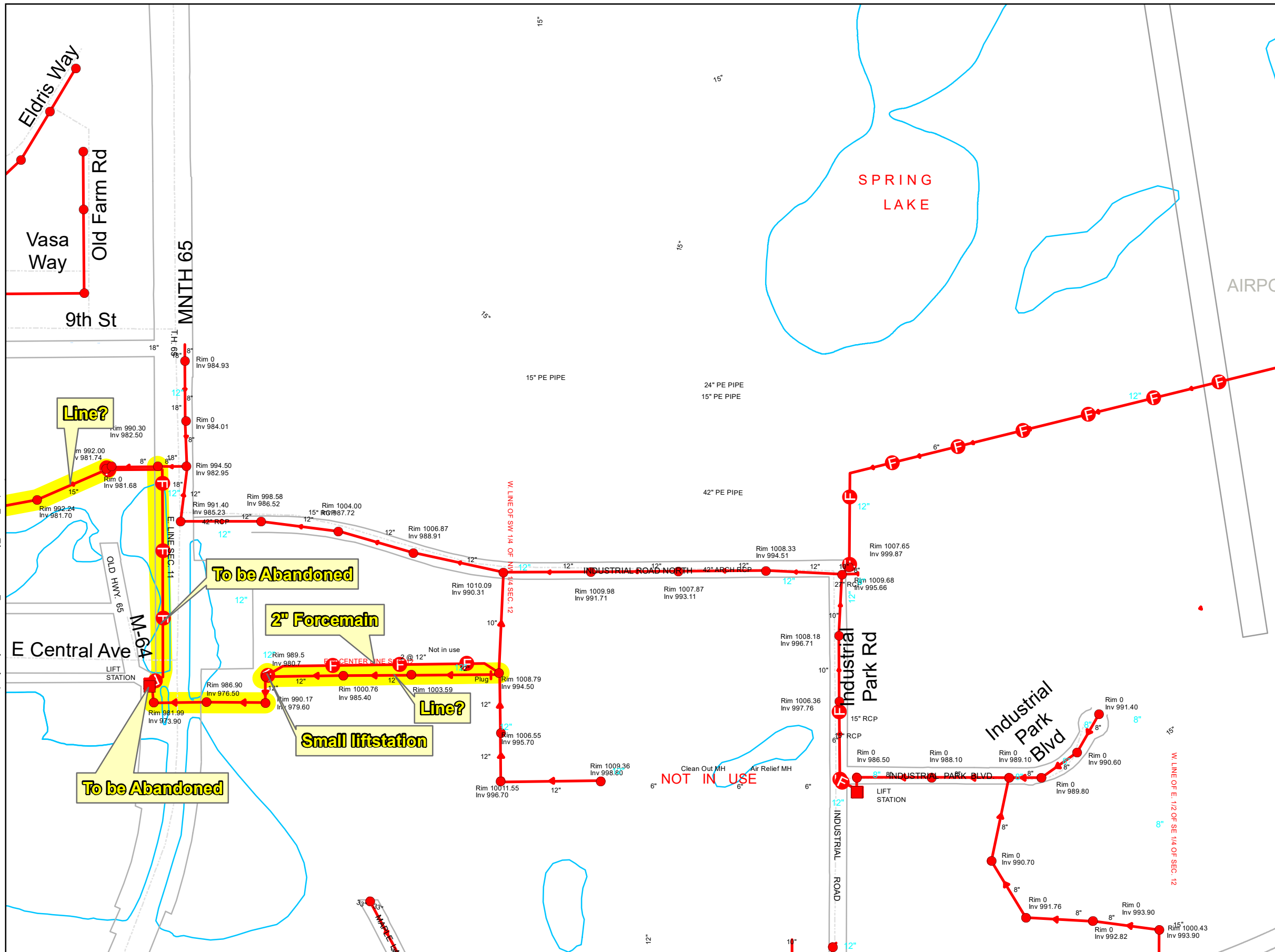
SANITARY SEWER UTILITIES

Mora, Minnesota

Sanitary Sewer
Map Book

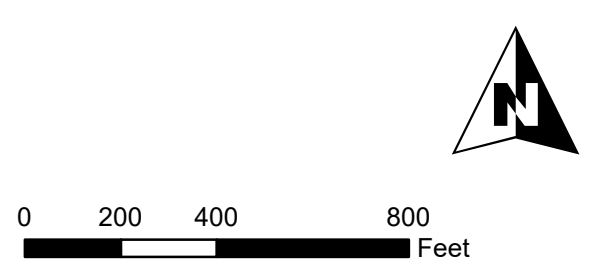
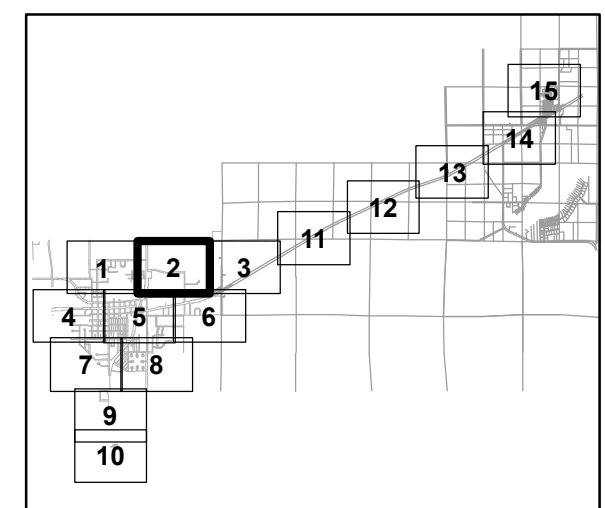
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Legend

- Manhole
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- ▼ Cleanout and Air Release Valve
- Sanitary Line
- Sanitary Forcemain
- Airport
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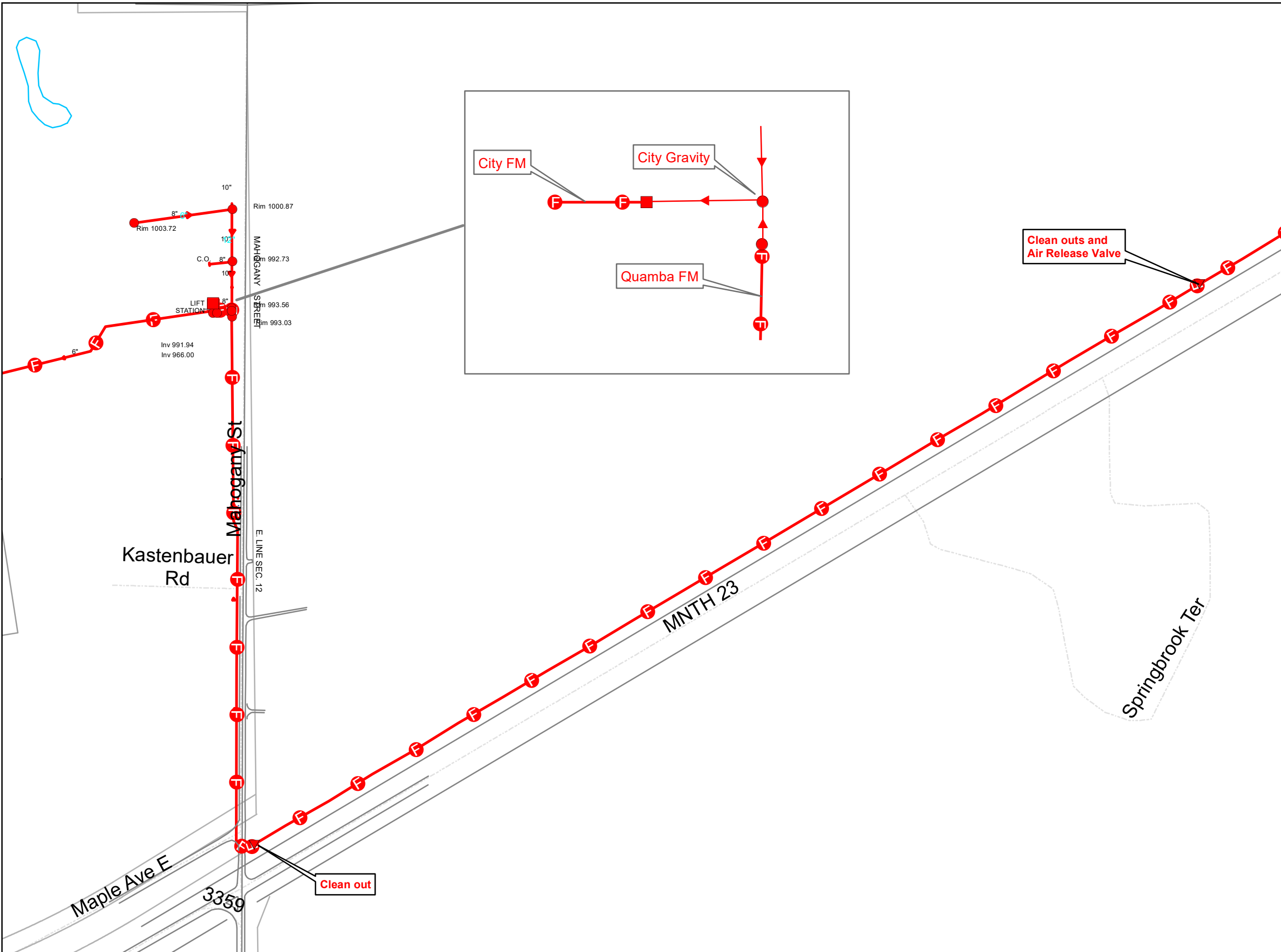
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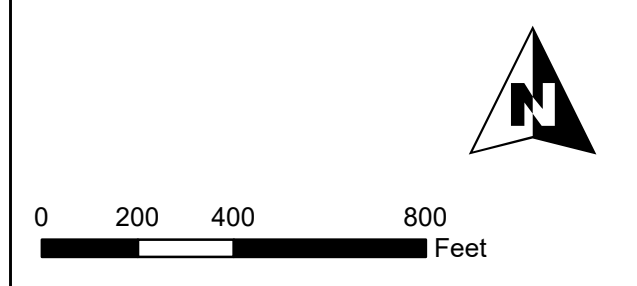
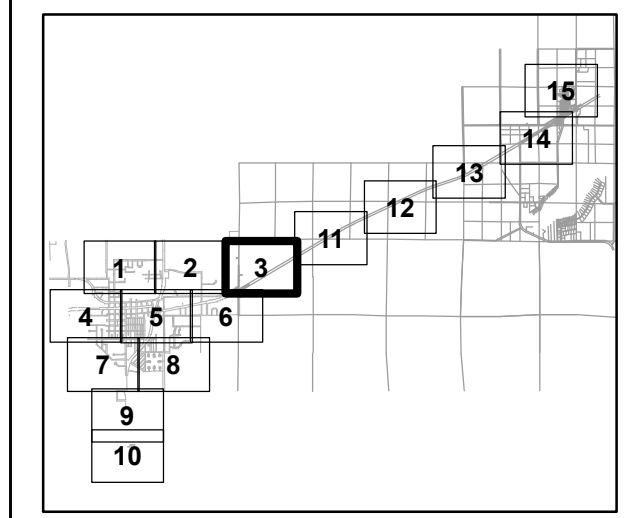
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Legend

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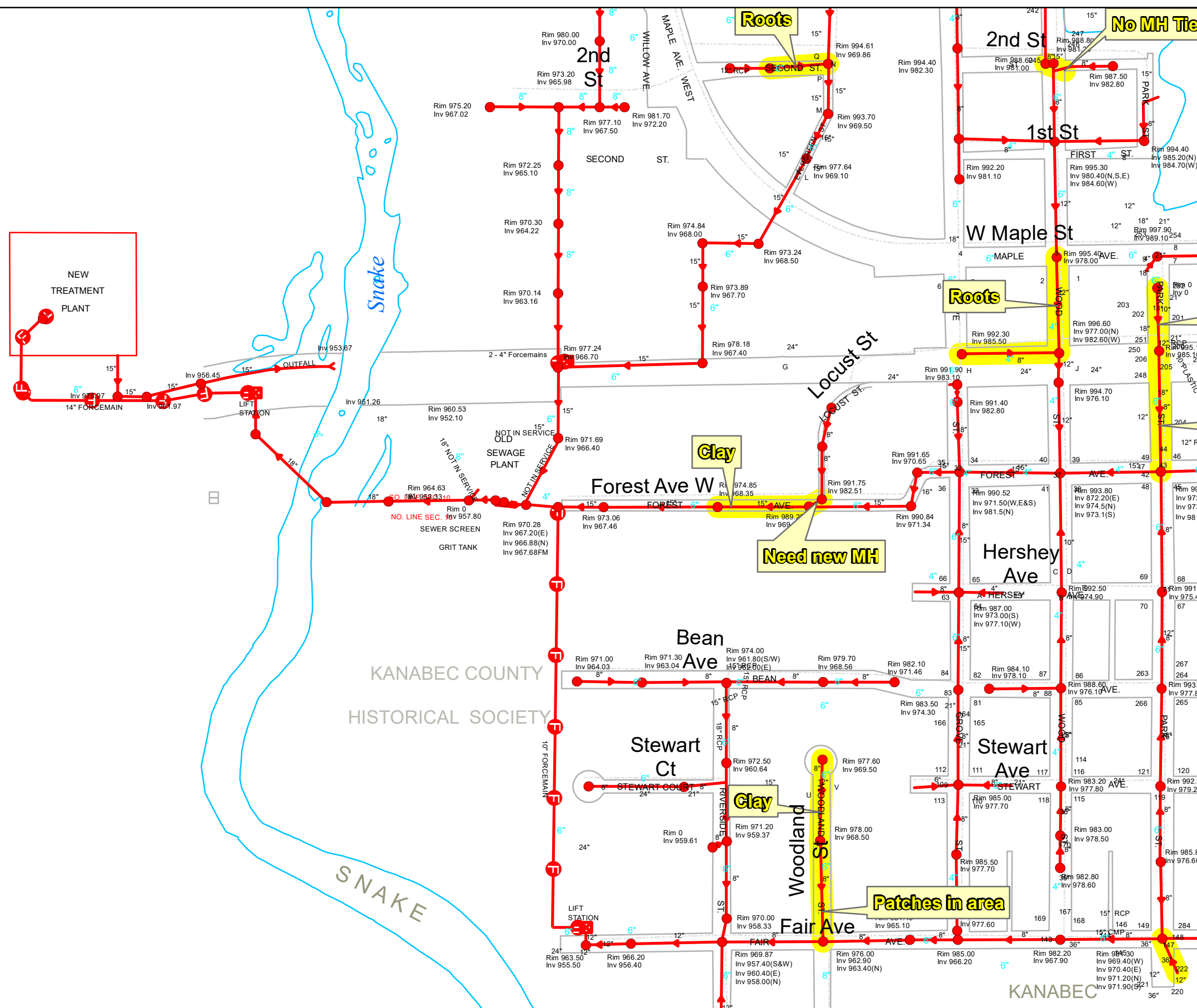
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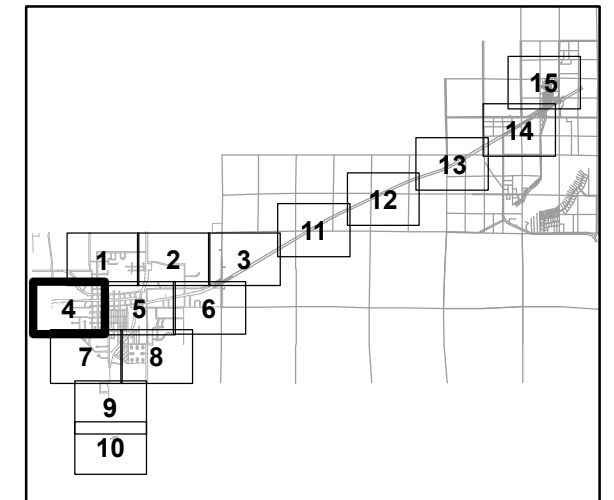
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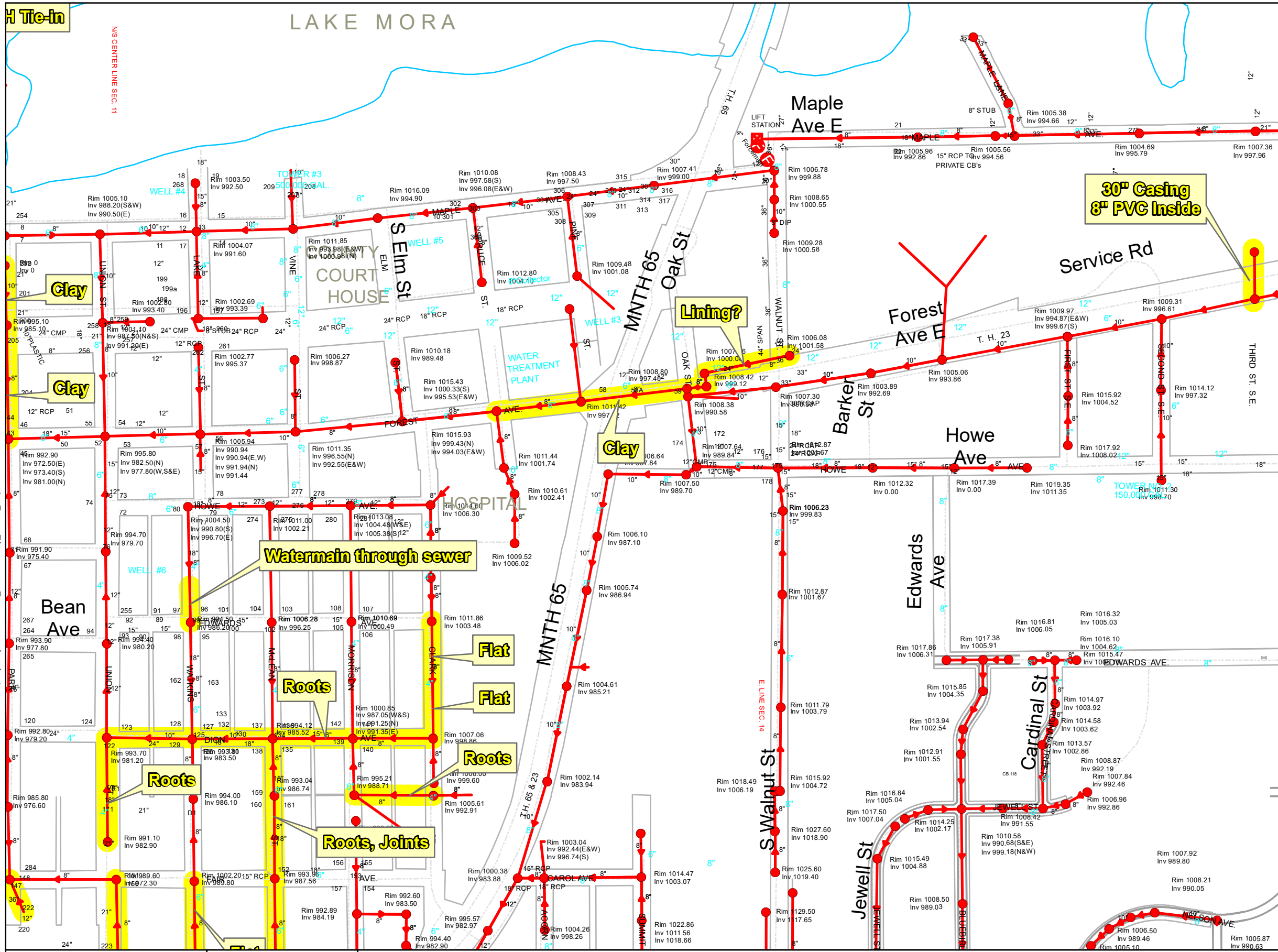
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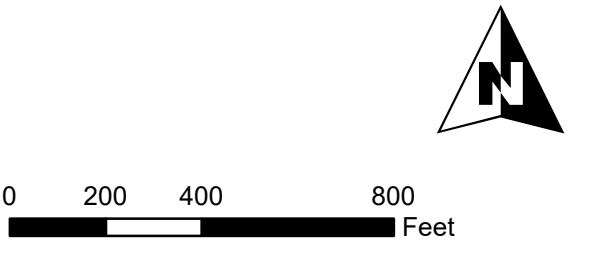
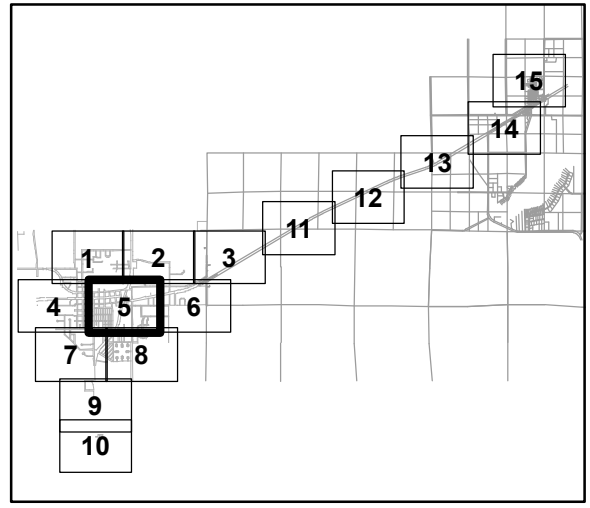
SANITARY SEWER UTILITIES

Mora, Minnesota




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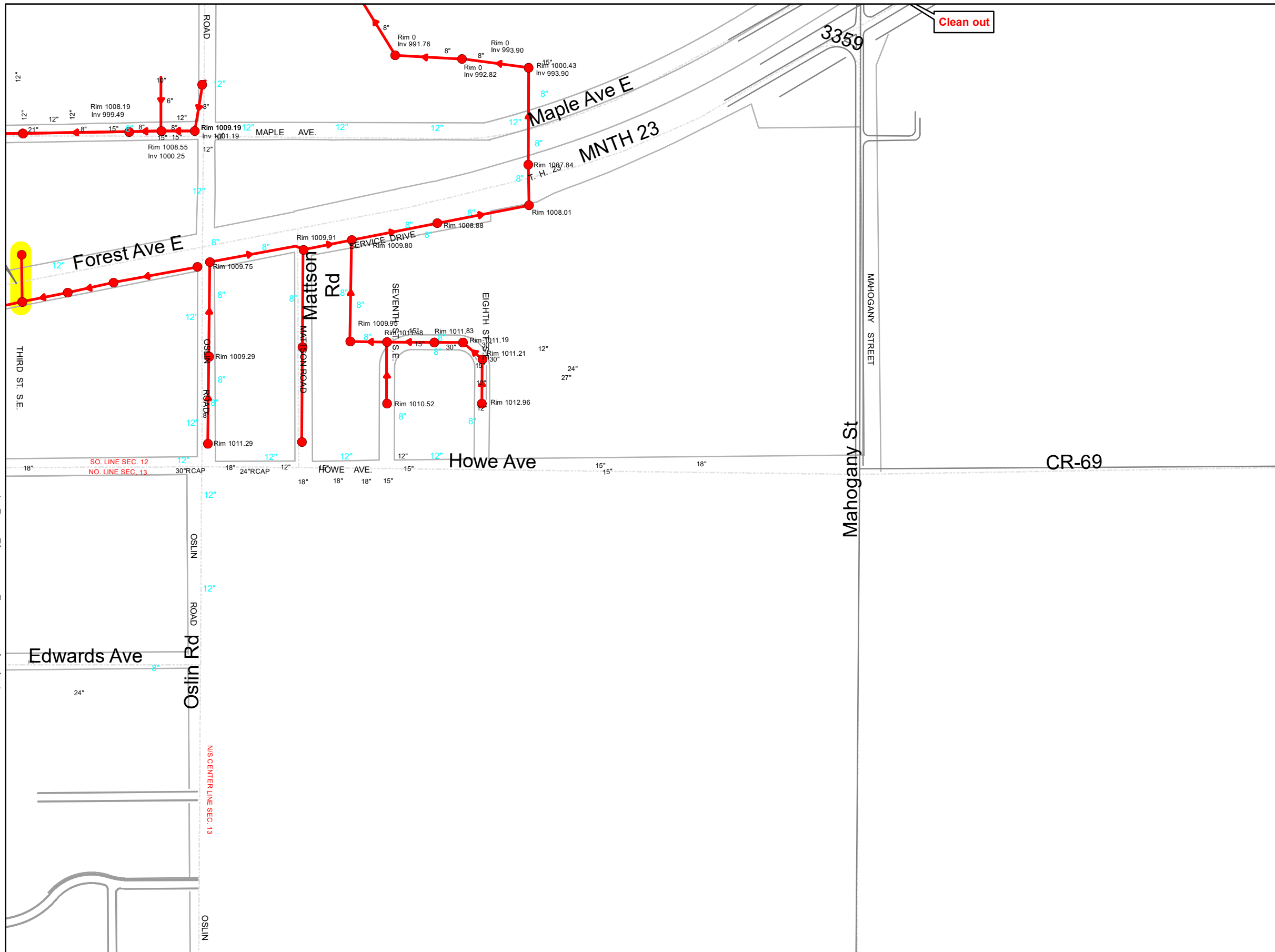
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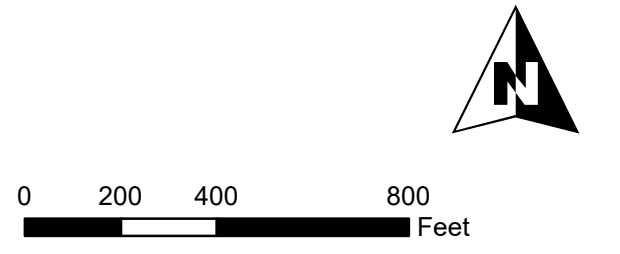
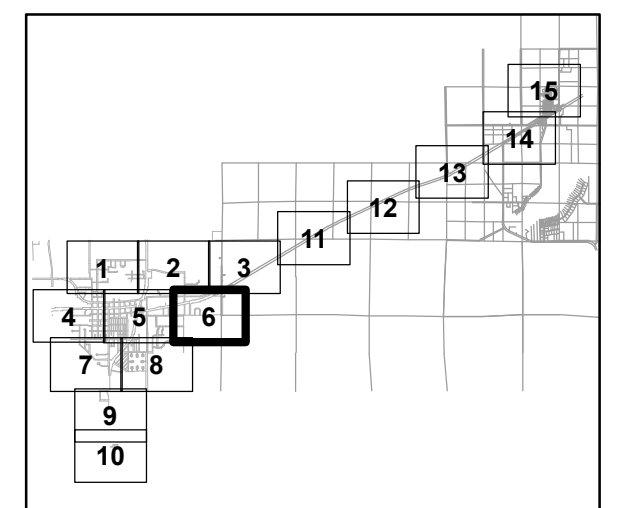
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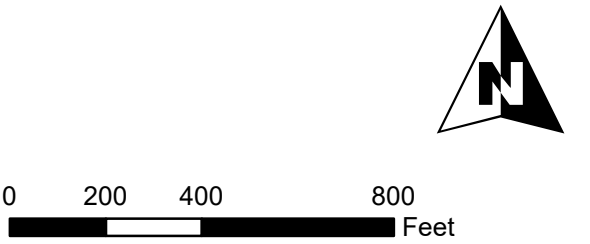
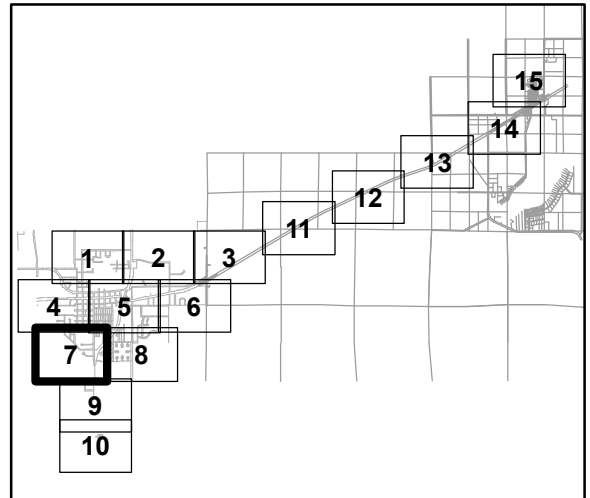
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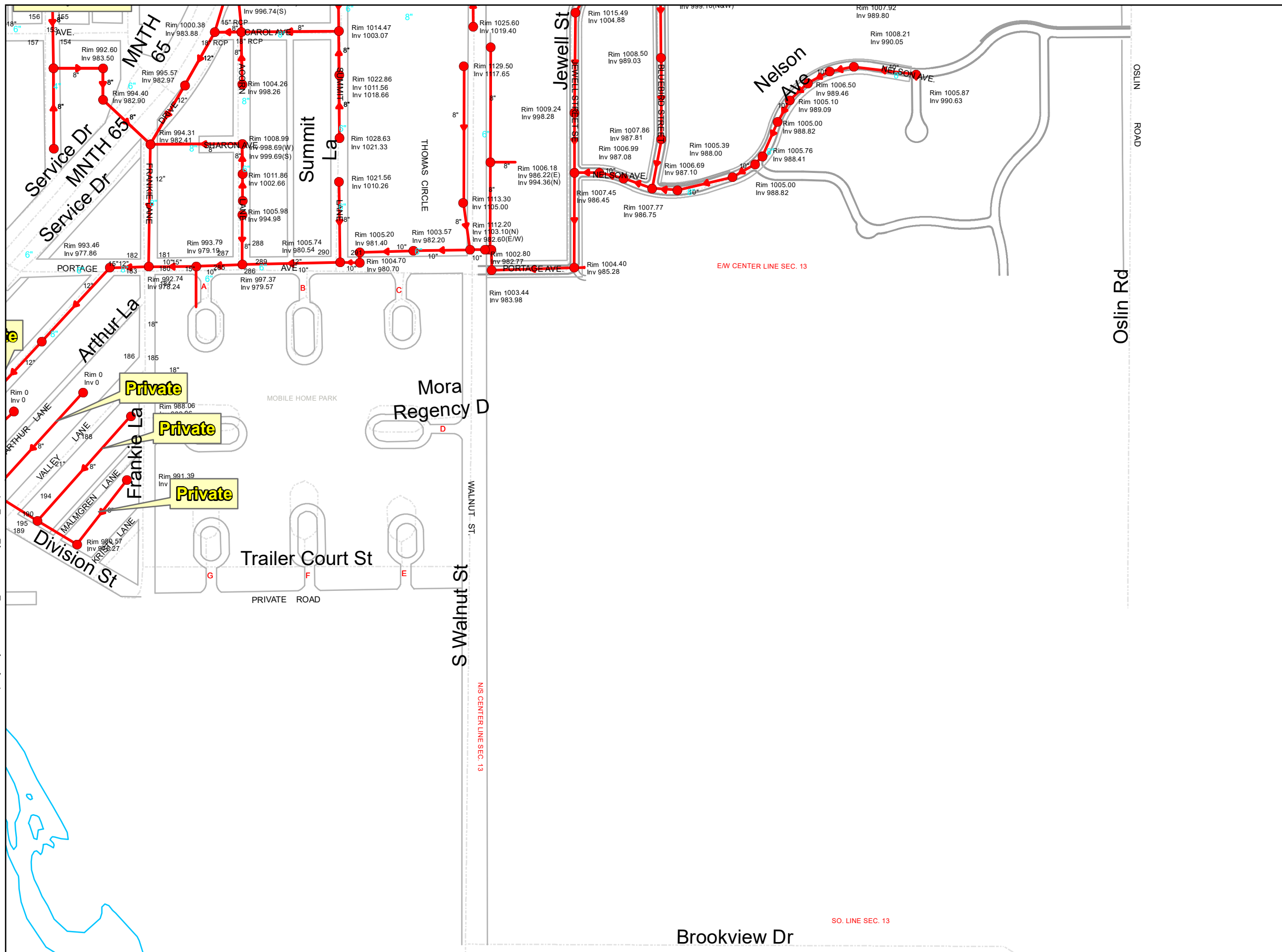
SANITARY SEWER UTILITIES

Mora, Minnesota

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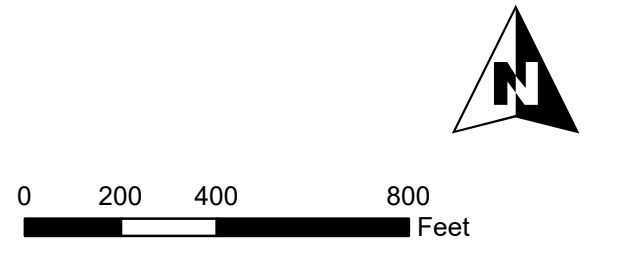
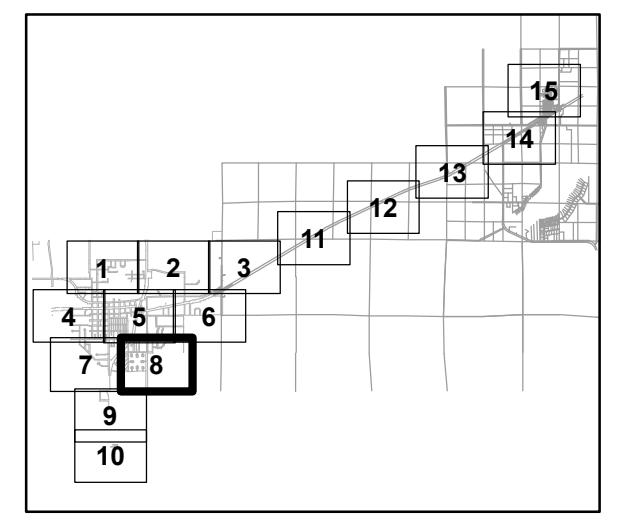
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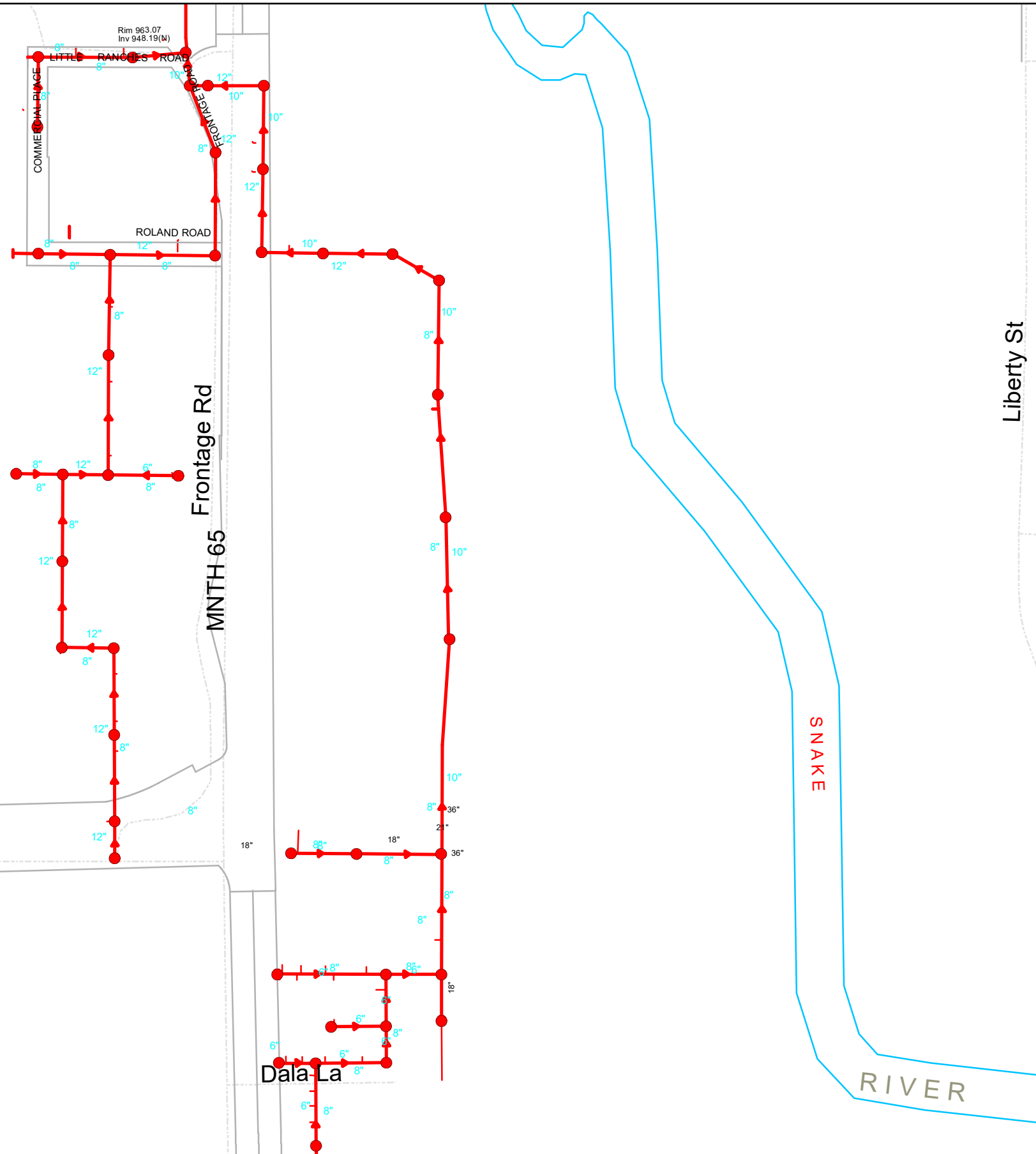
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Mora, Minnesota

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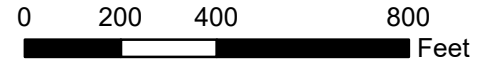
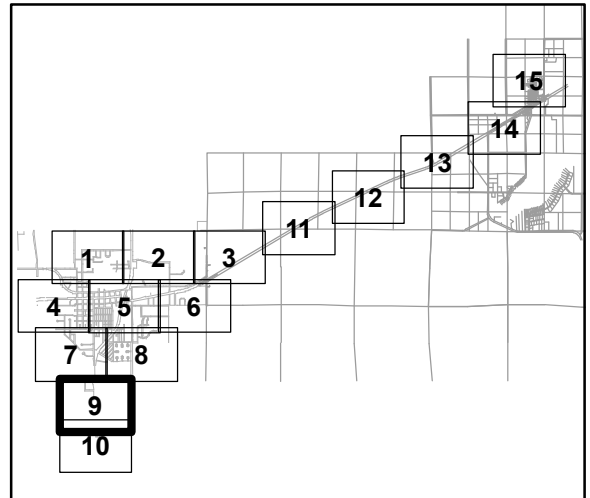
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SO. LINE SEC. 14



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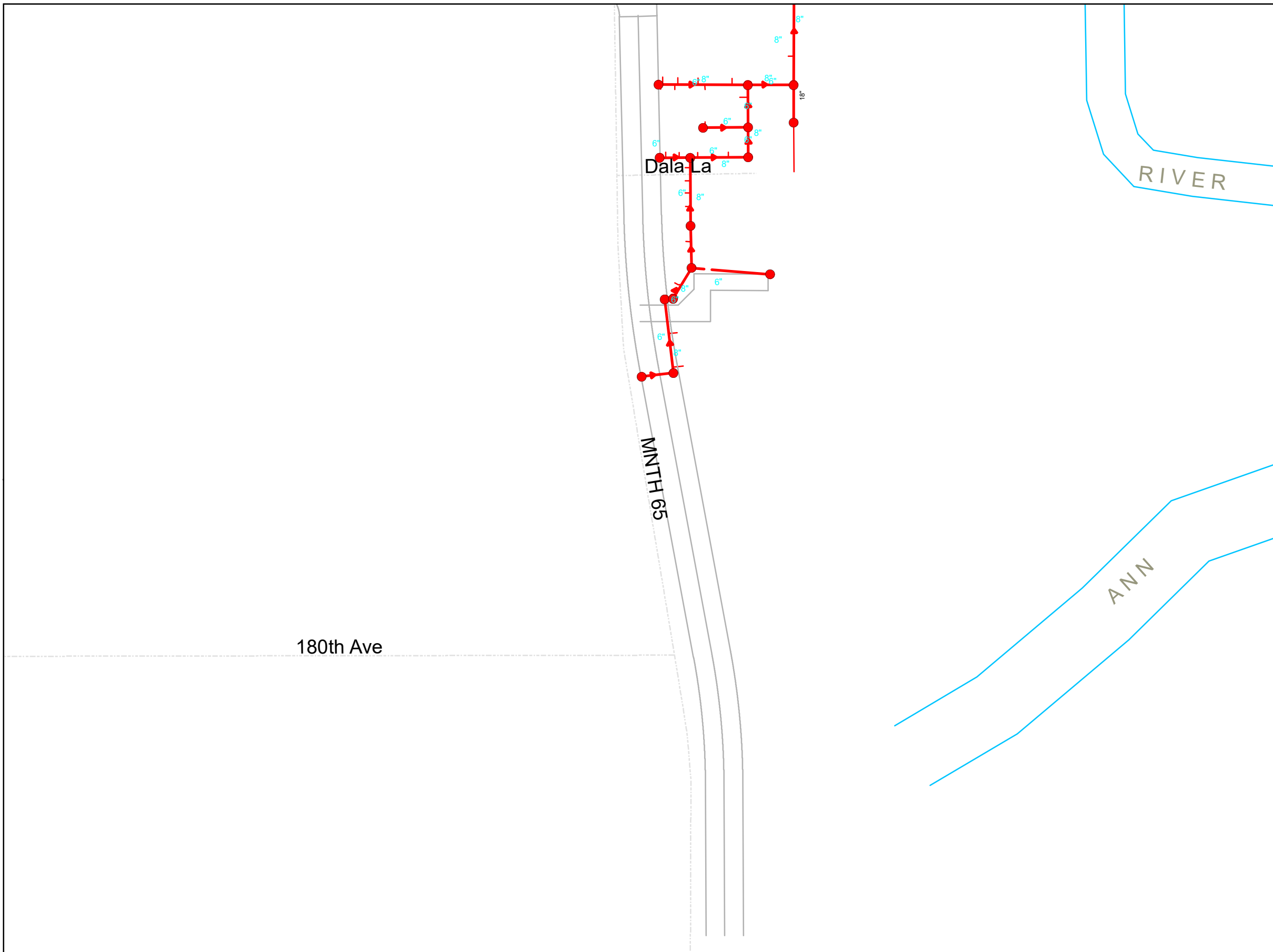
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Mora, Minnesota

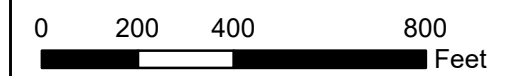
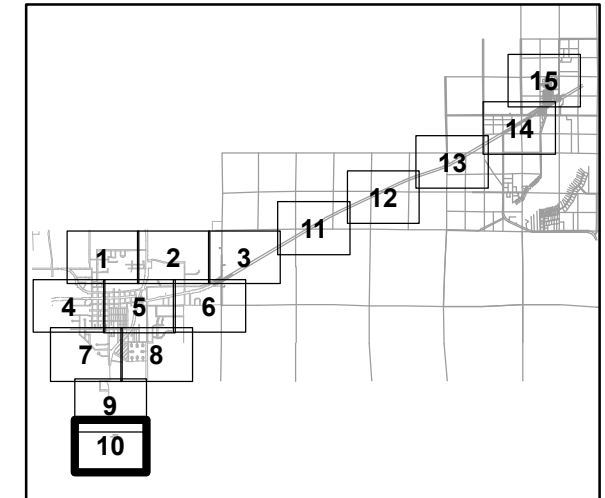
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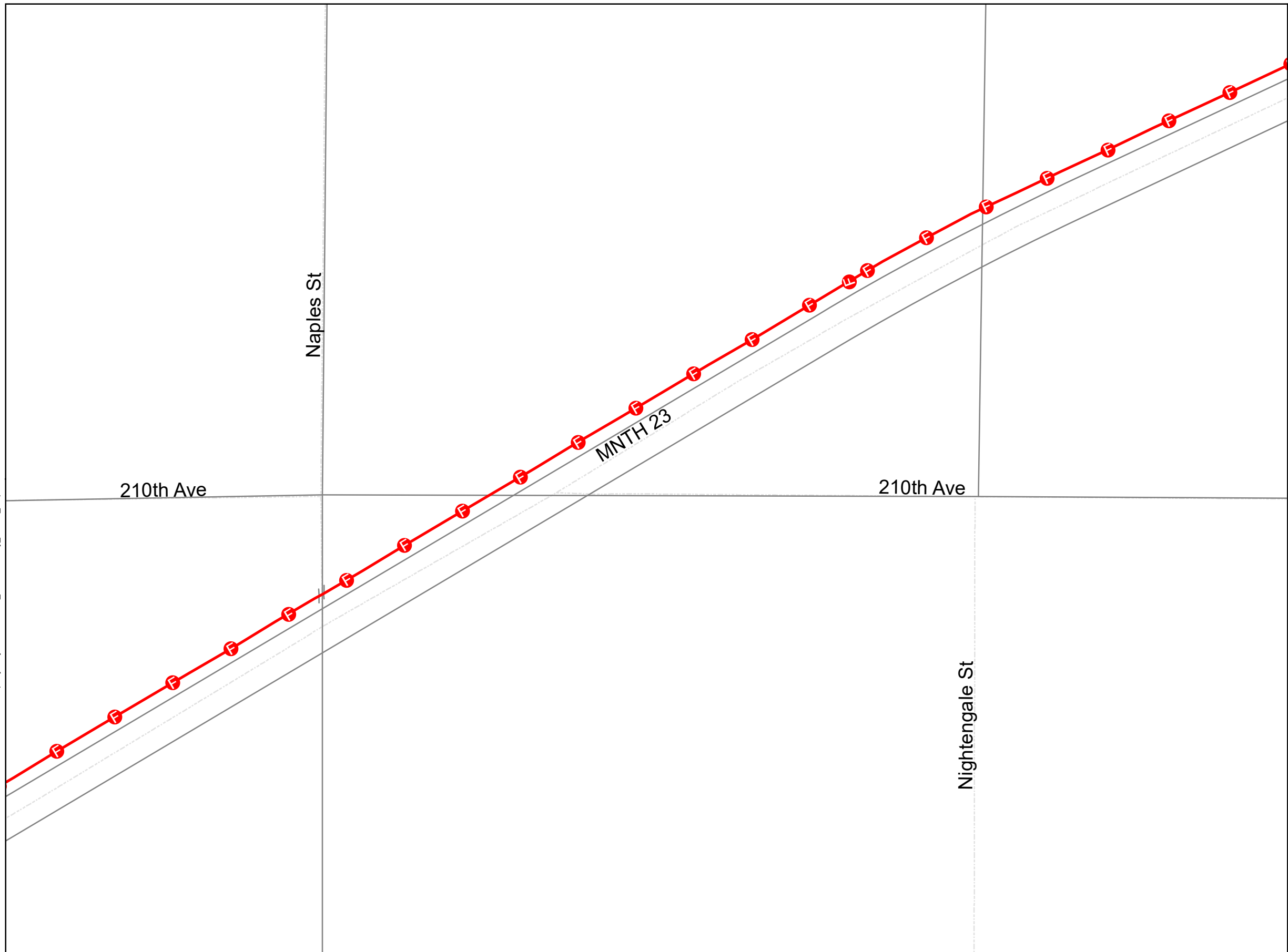
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Mora, Minnesota

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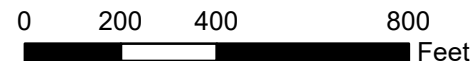
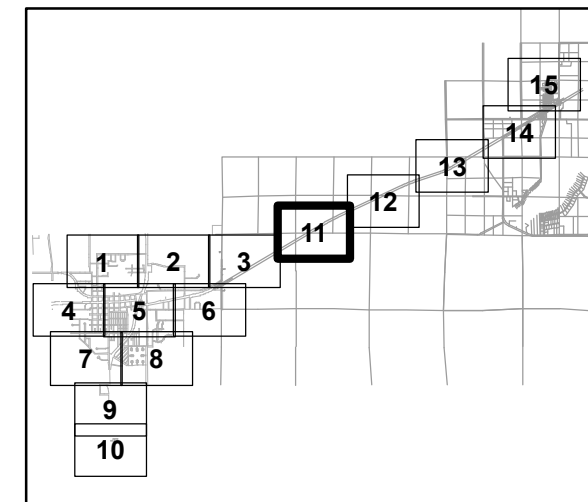
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Legend

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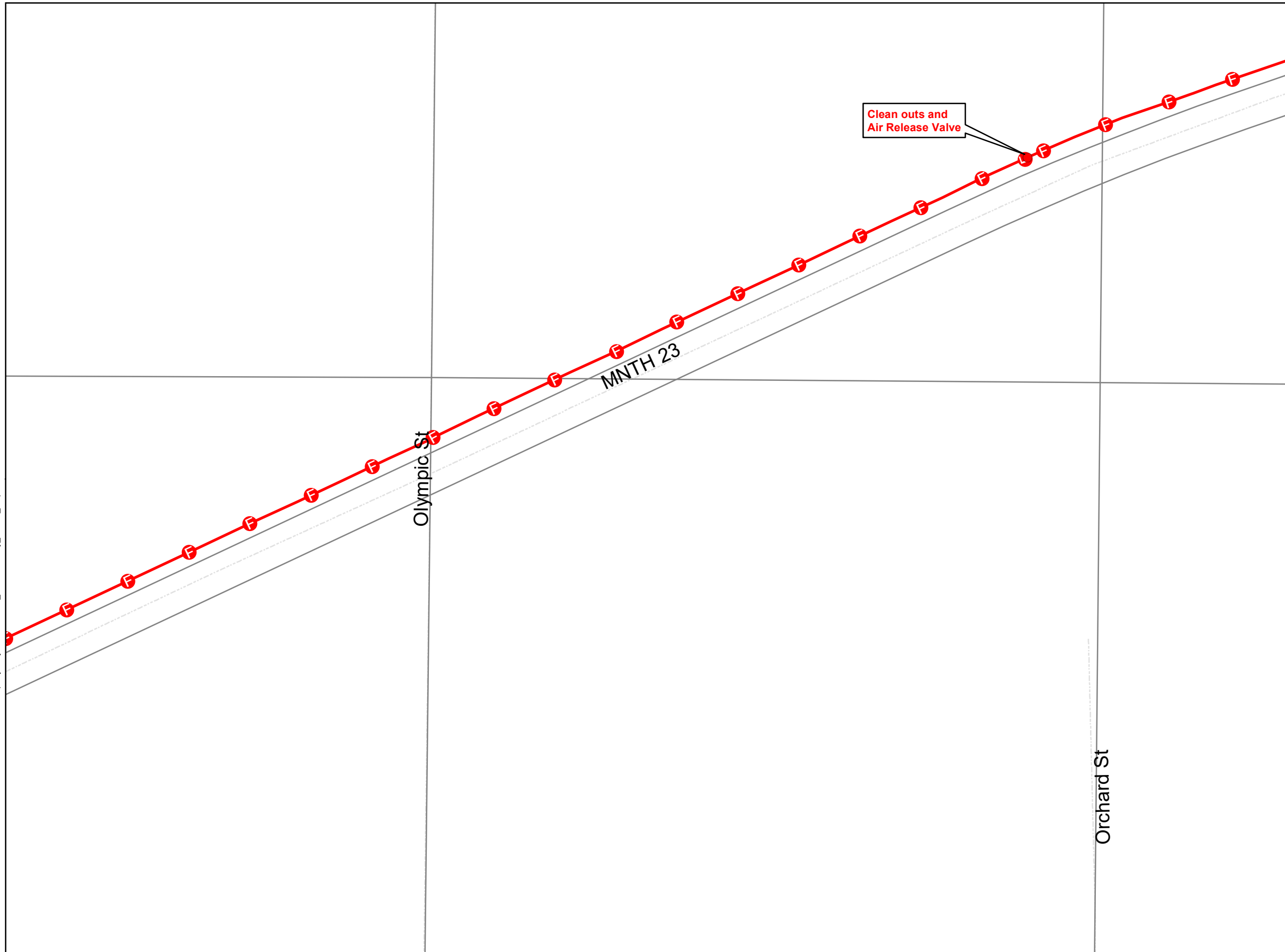


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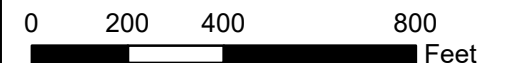
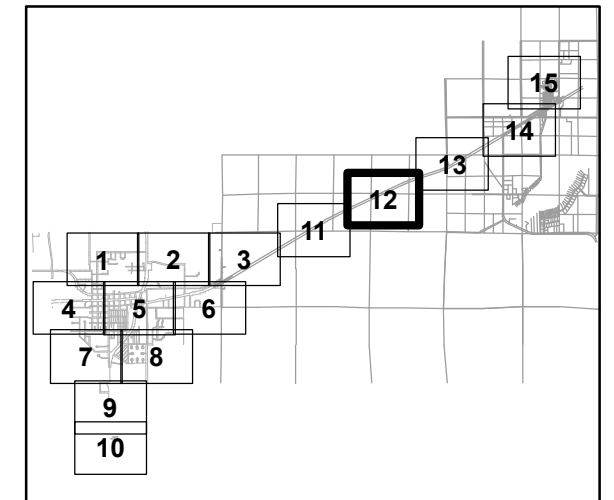
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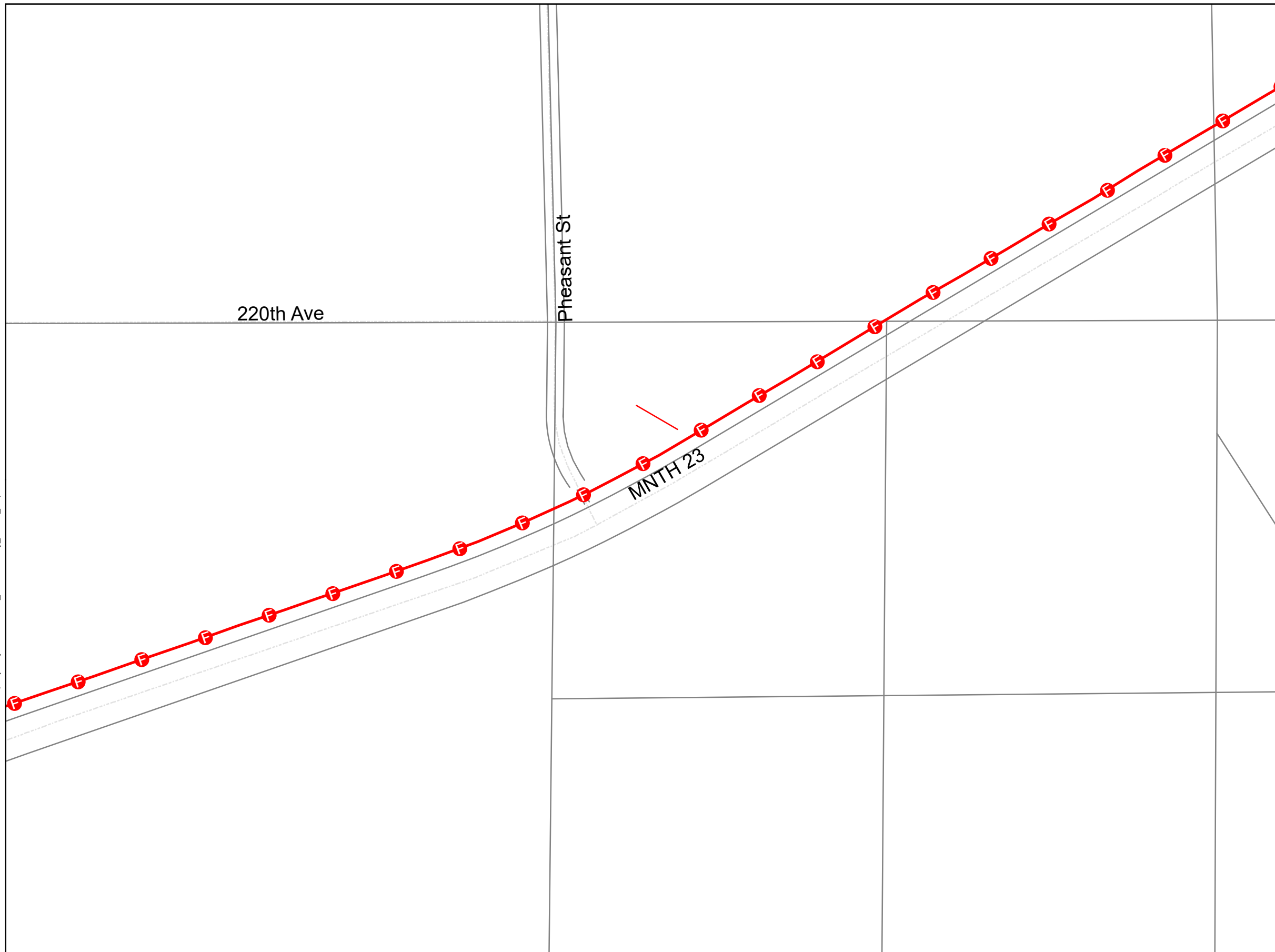
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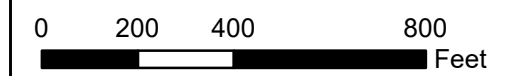
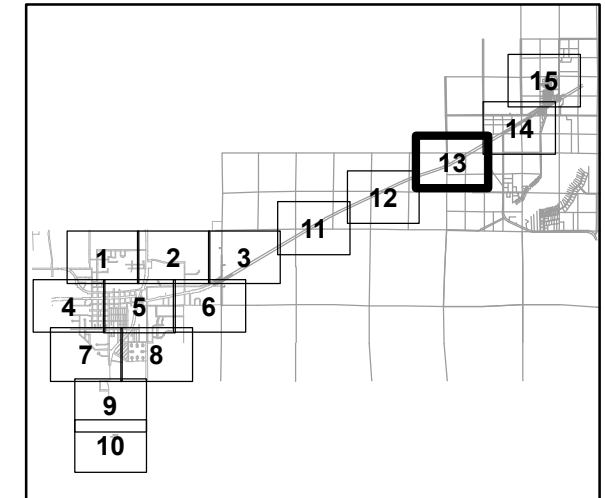
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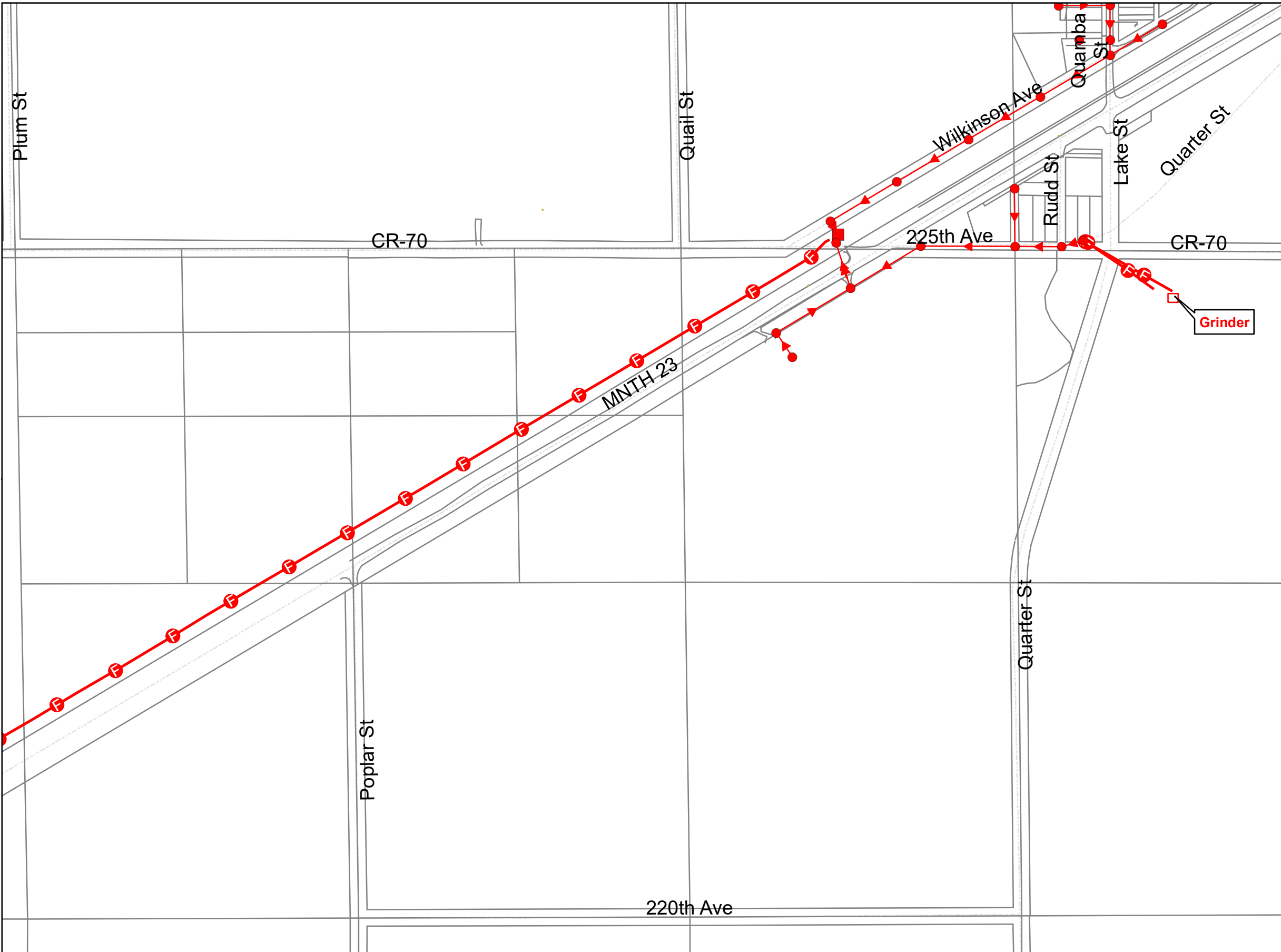
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Mora, Minnesota

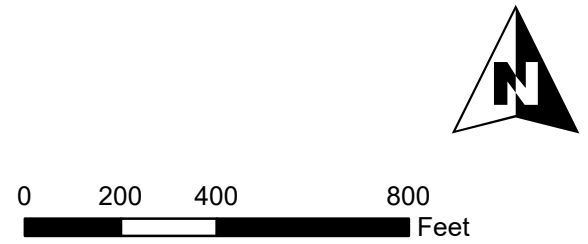
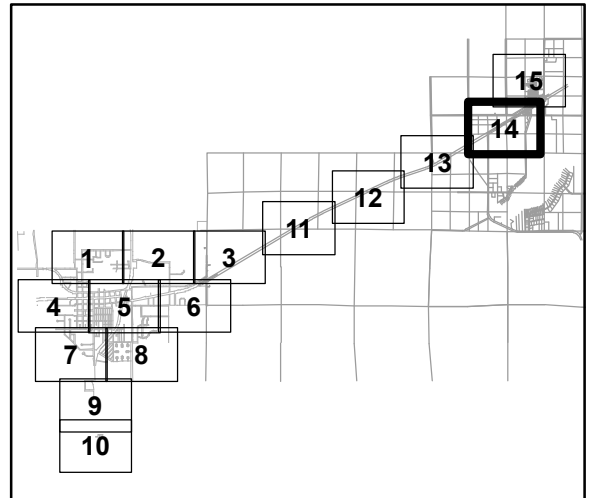
**Sanitary Sewer
Map Book**

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- Legend**
- Manhole
 - Liftstation
 - ▼ Cleanout and Air Release Valve
 - Sanitary Line
 - Ⓡ Sanitary Forcemain
 - Airport
 - Curb
 - Lotline
 - ROW
 - Trails
 - Road
 - Water
 - Sanitary Issues



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WATTS: 800-325-2055
www.sehinc.com

Project: XXXXX 000000
Print Date: 11/29/2022

Map by: SRH
Projection: Kanabec CC
Source: SEH Inc and City of Mora

SANITARY SEWER UTILITES

Mora, Minnesota

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Legend

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- Sanitary Issues

Quail St

CSAH 5

Quamba St

Crosby Ave

Northmen St

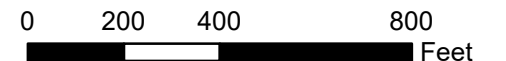
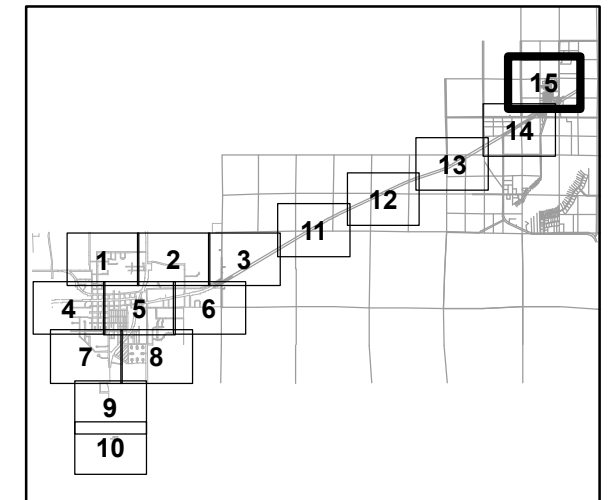
Whited Ave

Quarter St MNTH 23

Grinder

Wilkinson Ave

Lake St



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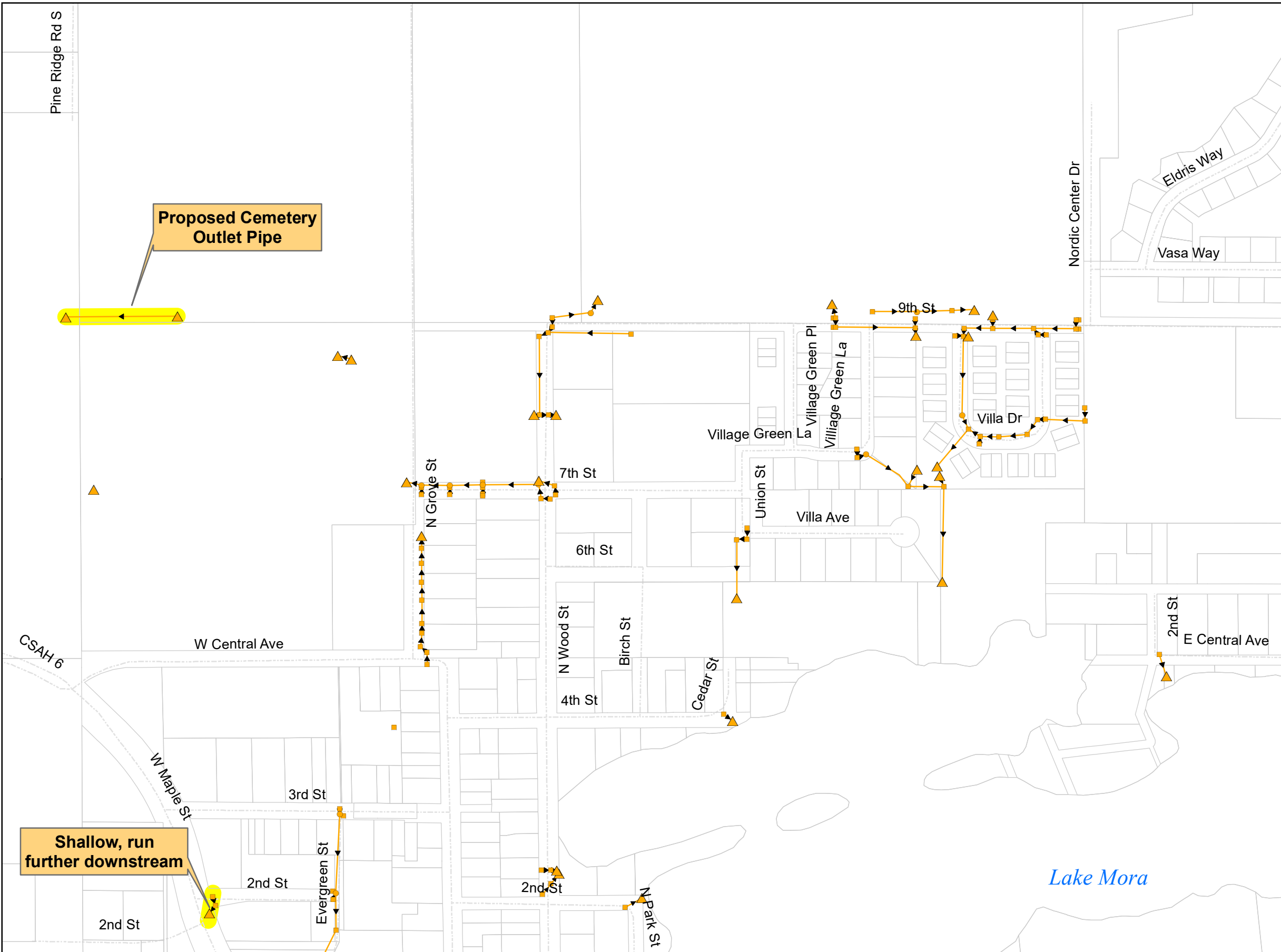
SANITARY SEWER UTILITES






Mora, Minnesota

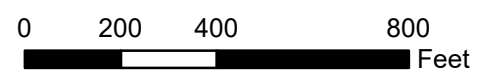
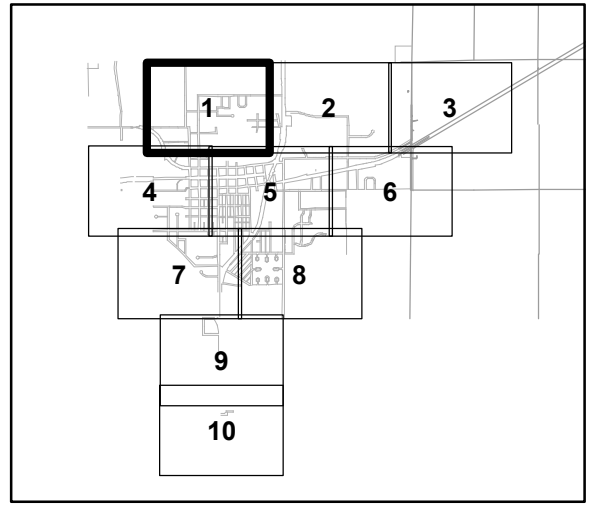
**Sanitary Sewer
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- Legend**
-  FES
 -  Manhole
 -  Catchbasin
 -  Storm Pipe
 -  Storm Issues



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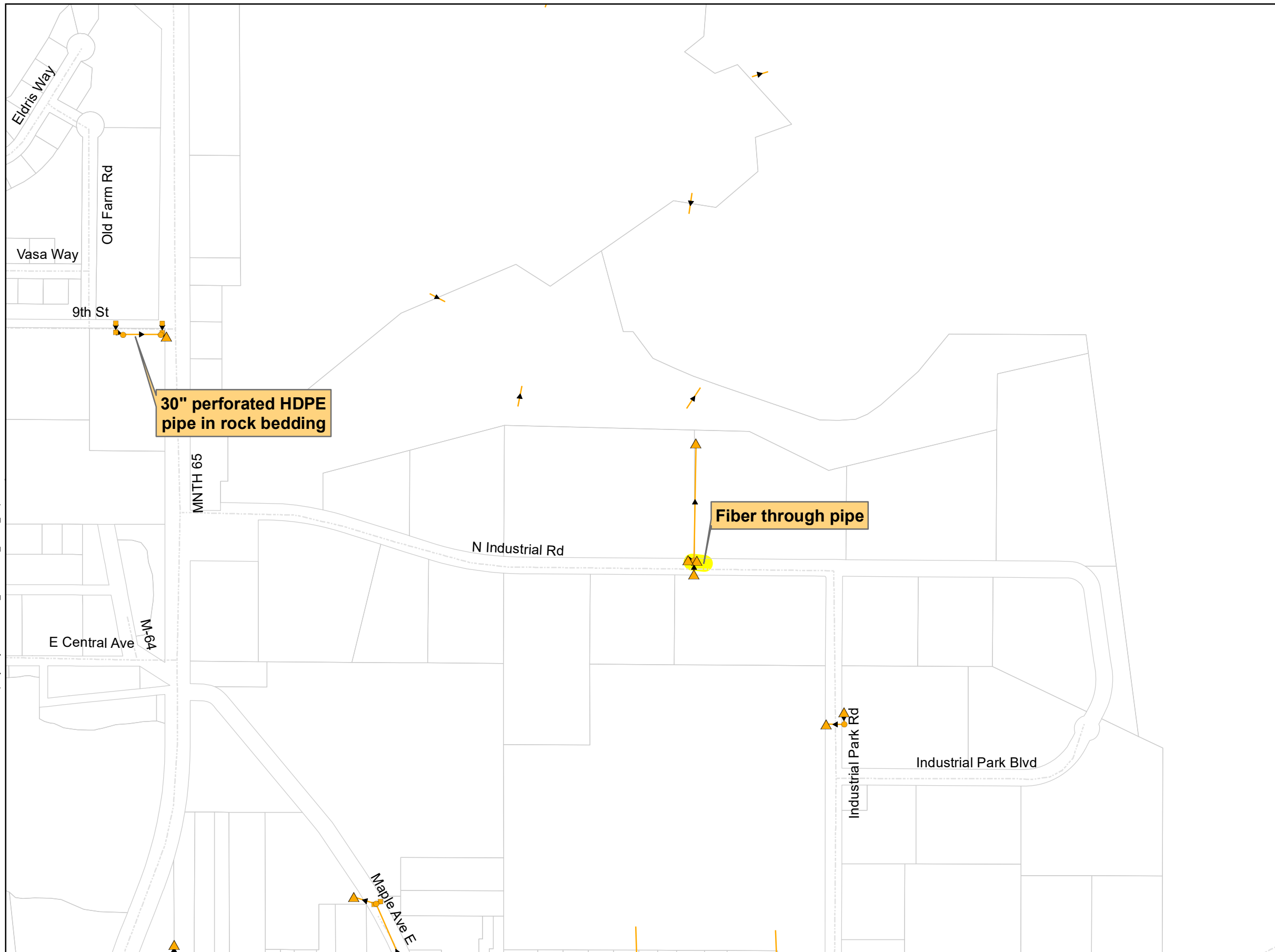
STORM SEWER UTILITES

Mora, Minnesota






**Storm Sewer
Map Book**

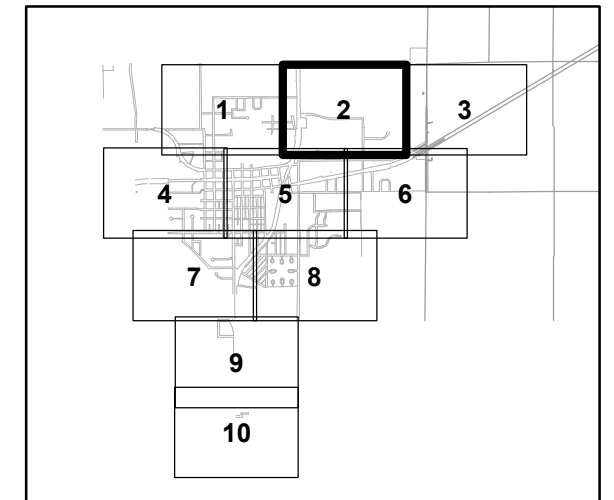
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Legend

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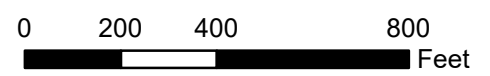
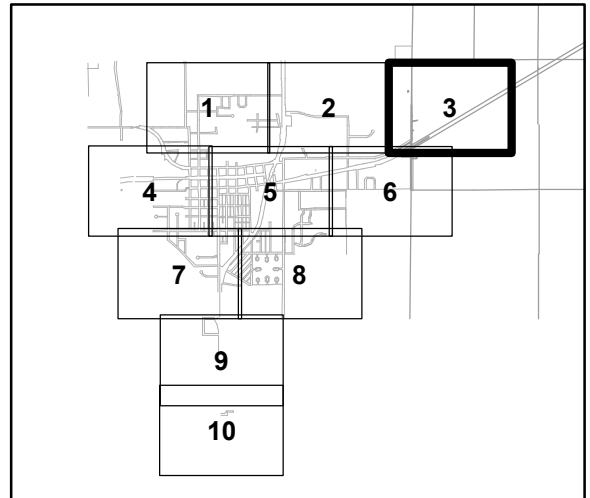
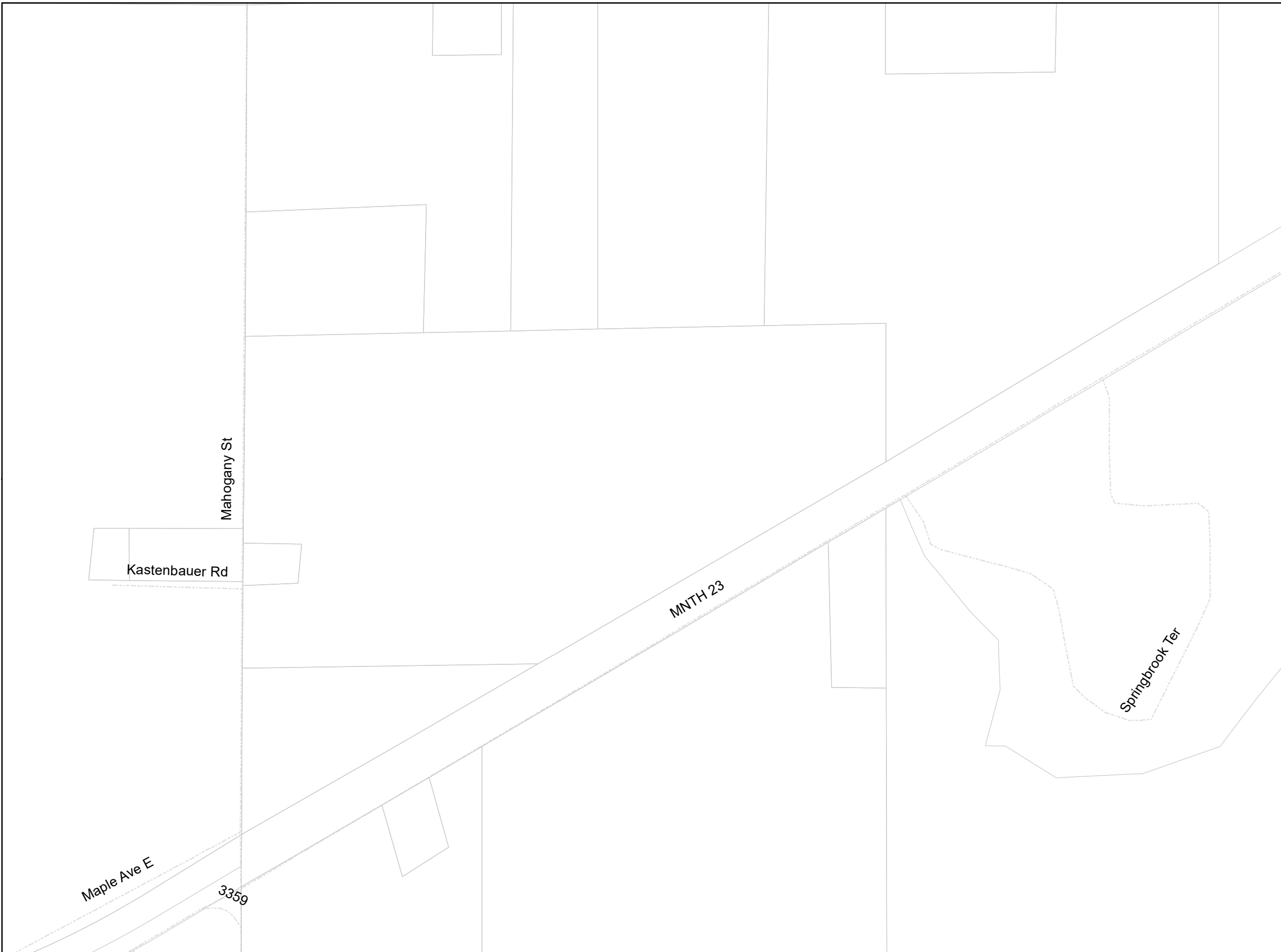
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STORM SEWER UTILITES

Mora, Minnesota

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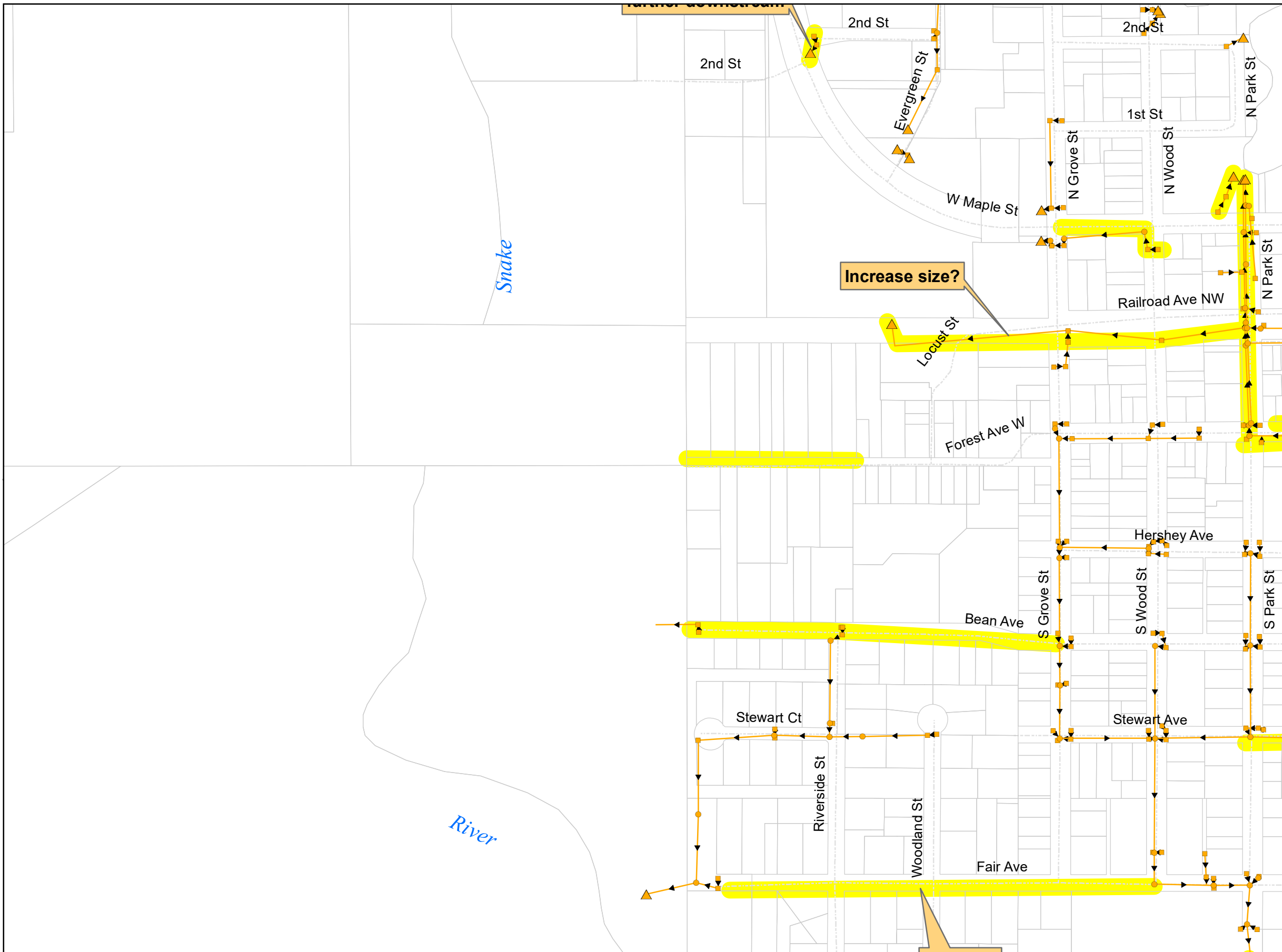
STORM SEWER UTILITES

Mora, Minnesota

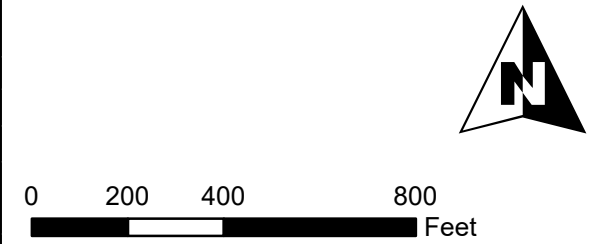
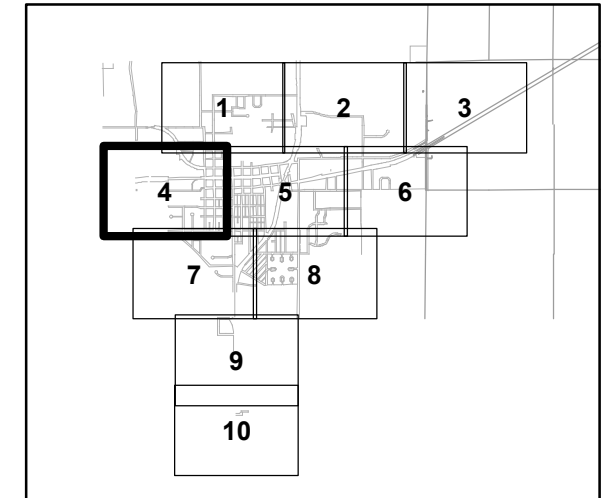
**Storm Sewer
Map Book**

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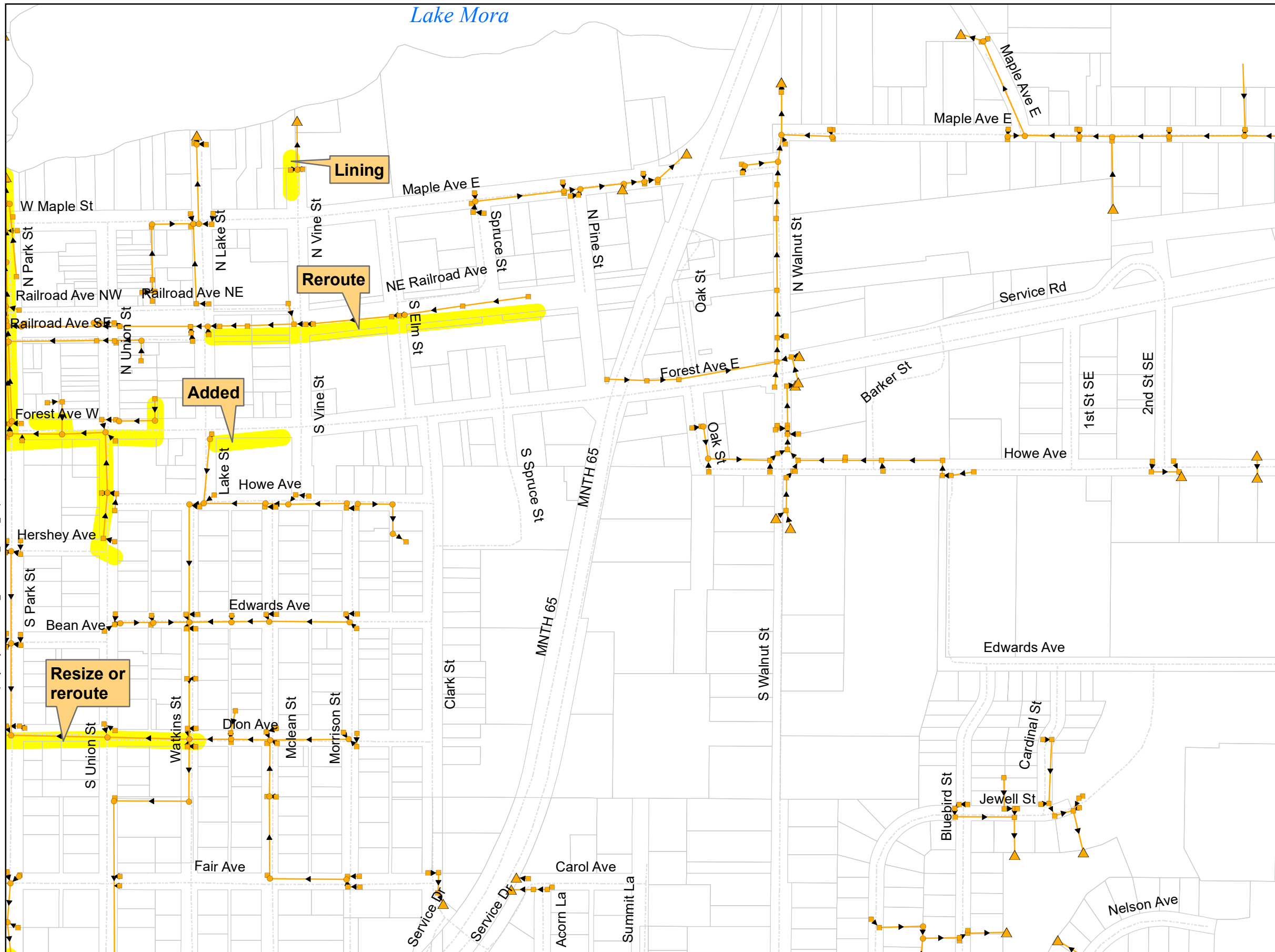
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Source: SEH Inc and City of Mora

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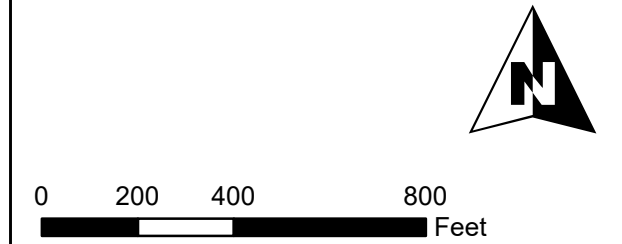
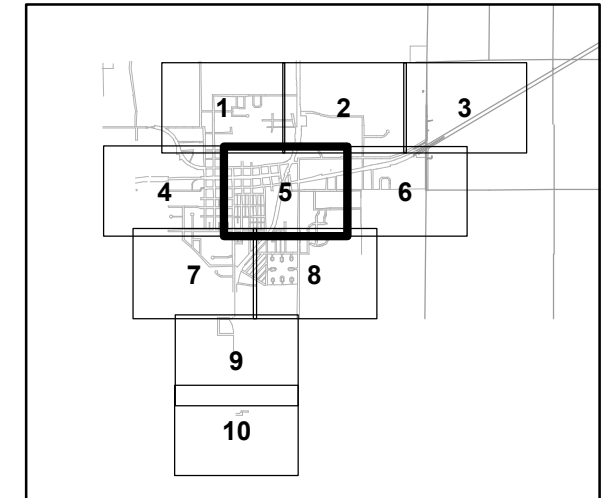
Mora, Minnesota

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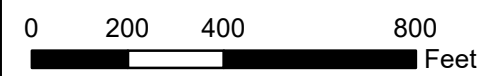
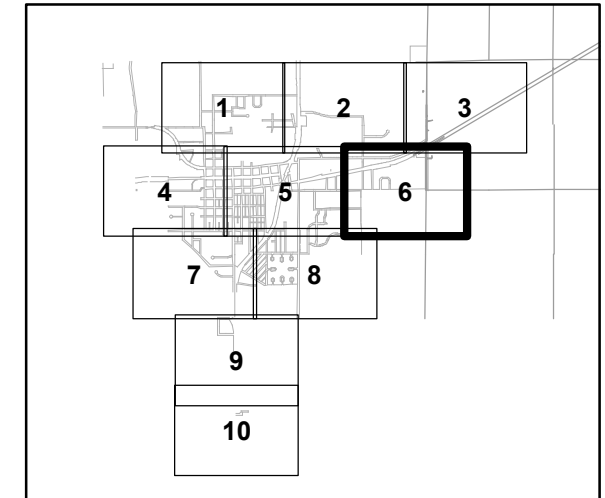
Mora, Minnesota

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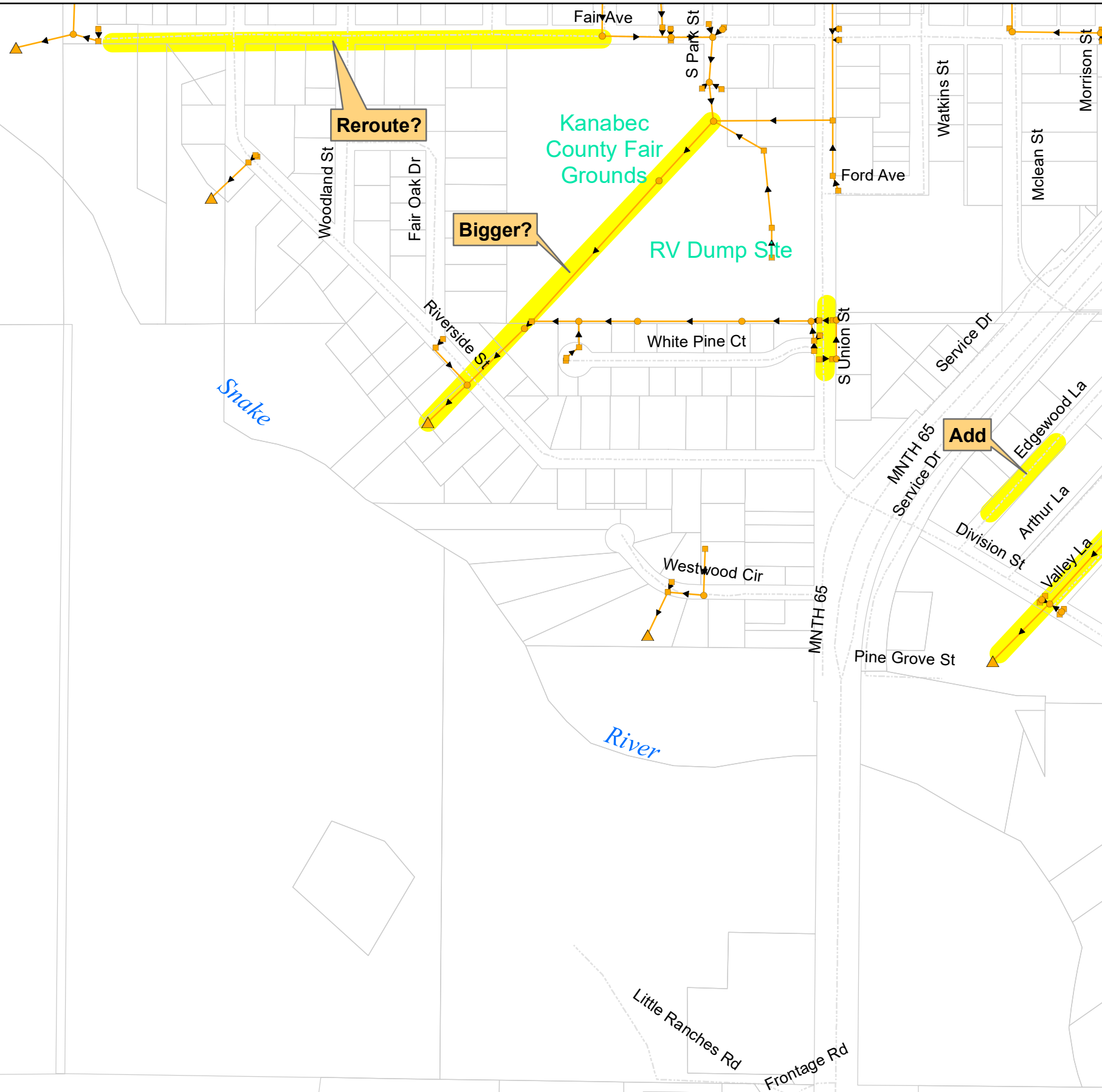


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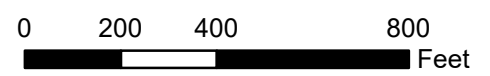
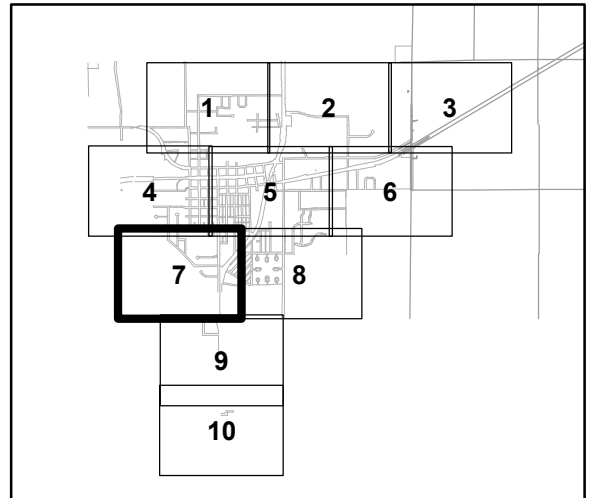
STORM SEWER UTILITES

Mora, Minnesota

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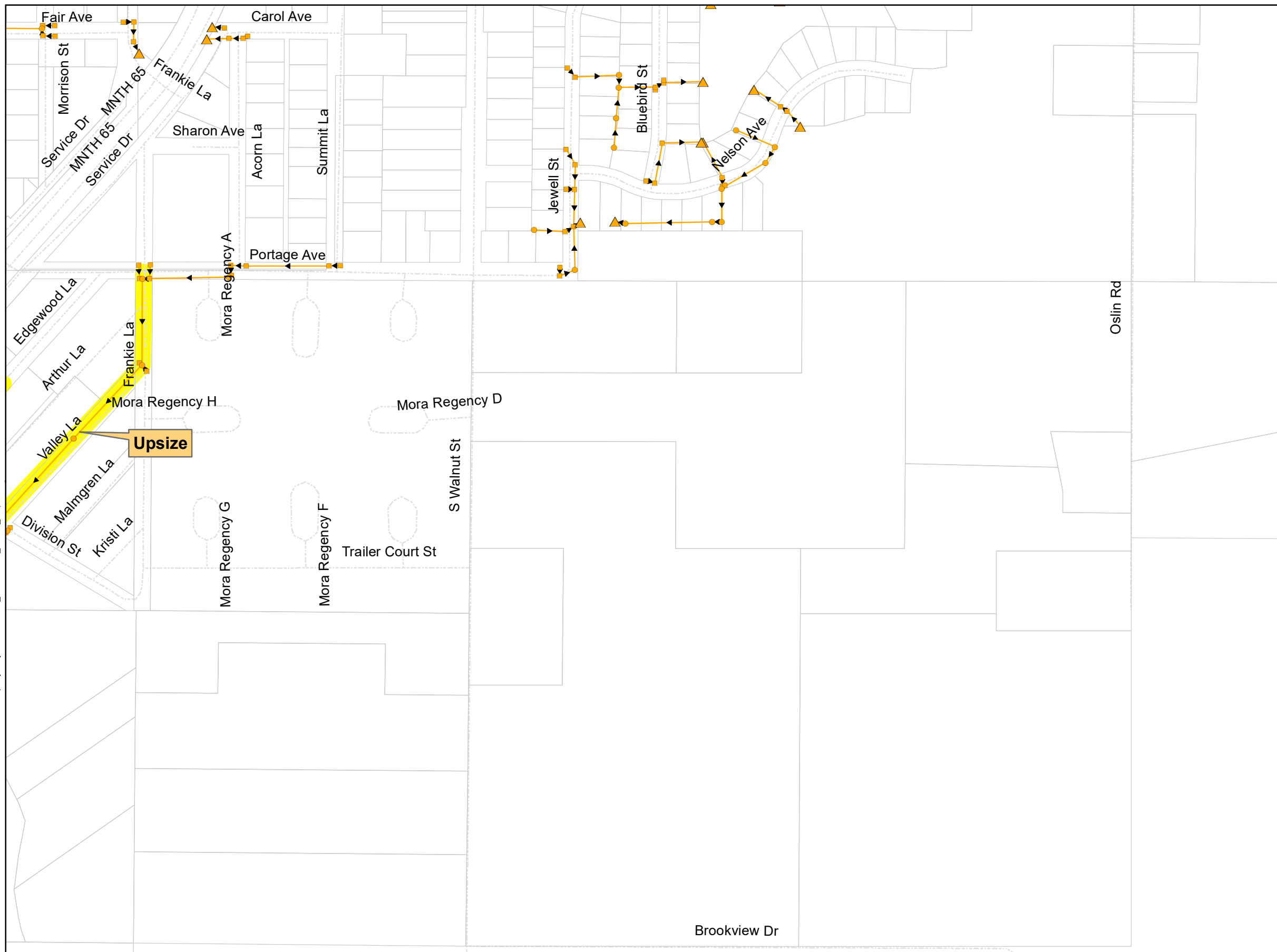
STORM SEWER UTILITES

Mora, Minnesota

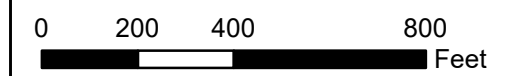
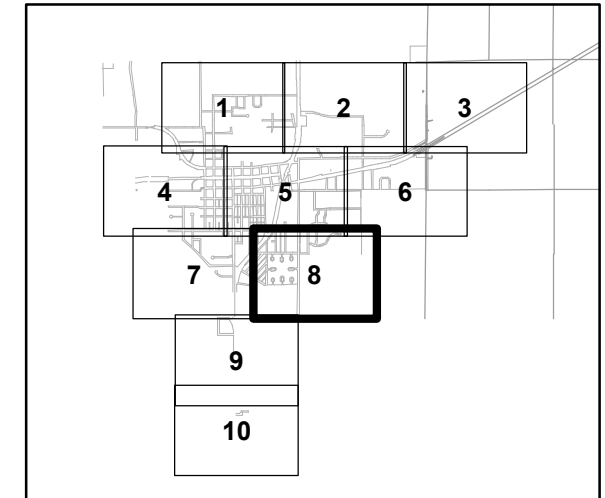
**Storm Sewer
Map Book**

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STORM SEWER UTILITES

Mora, Minnesota

Storm Sewer Map Book

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Little Ranches Rd

S Walnut St






Liberty St

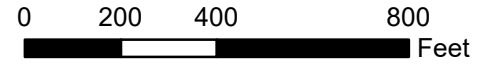
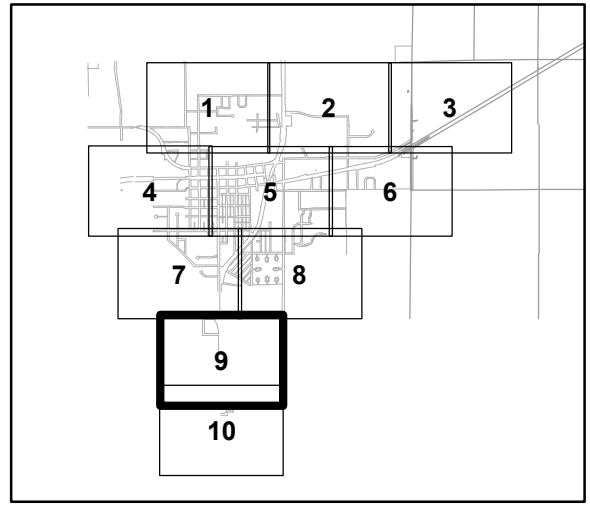
Frontage Rd

MNTH 65

MNTH 23

Dala La

- Legend**
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STORM SEWER UTILITES






Mora, Minnesota

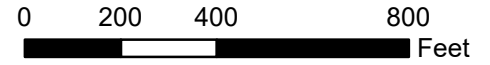
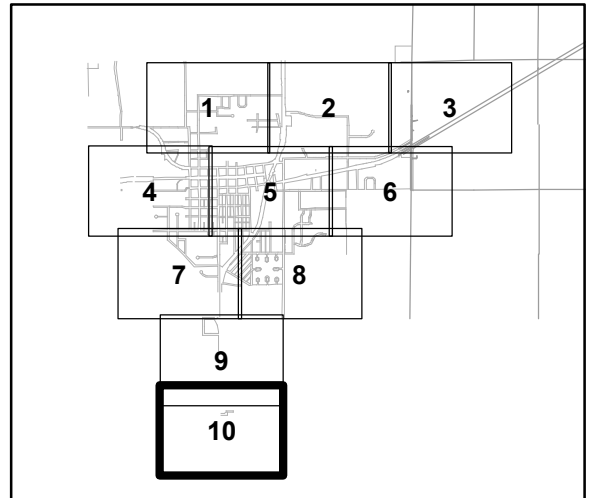
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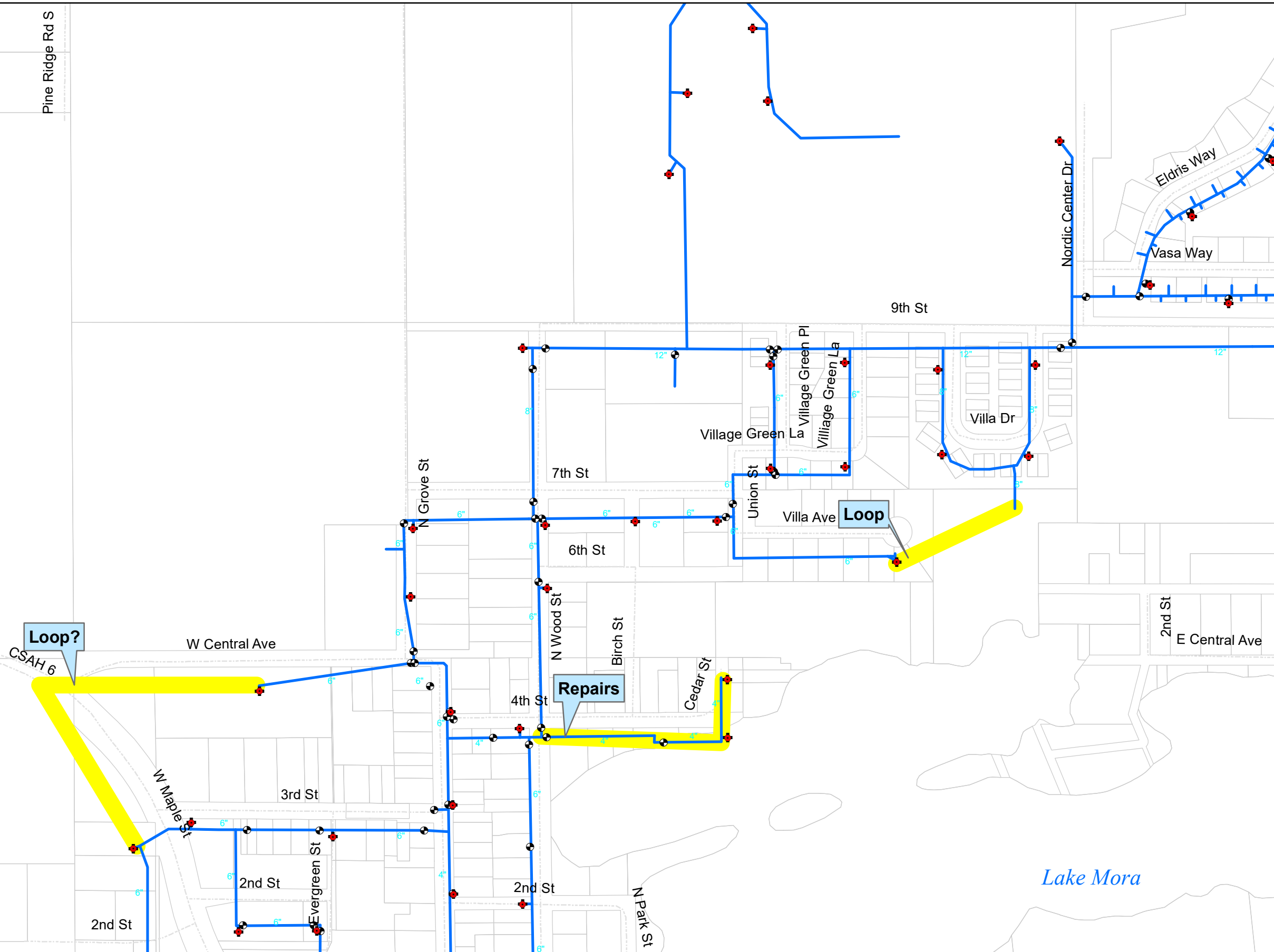
Mora, Minnesota

**Storm Sewer
Map Book**





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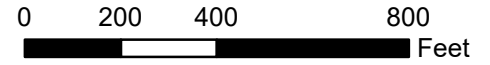
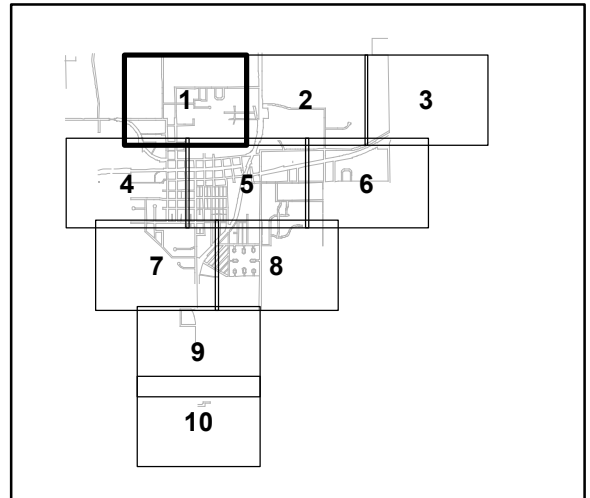
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Pine Ridge Rd S



Legend

-  Hydrant
-  Valves
-  Watermain
-  Water Issues



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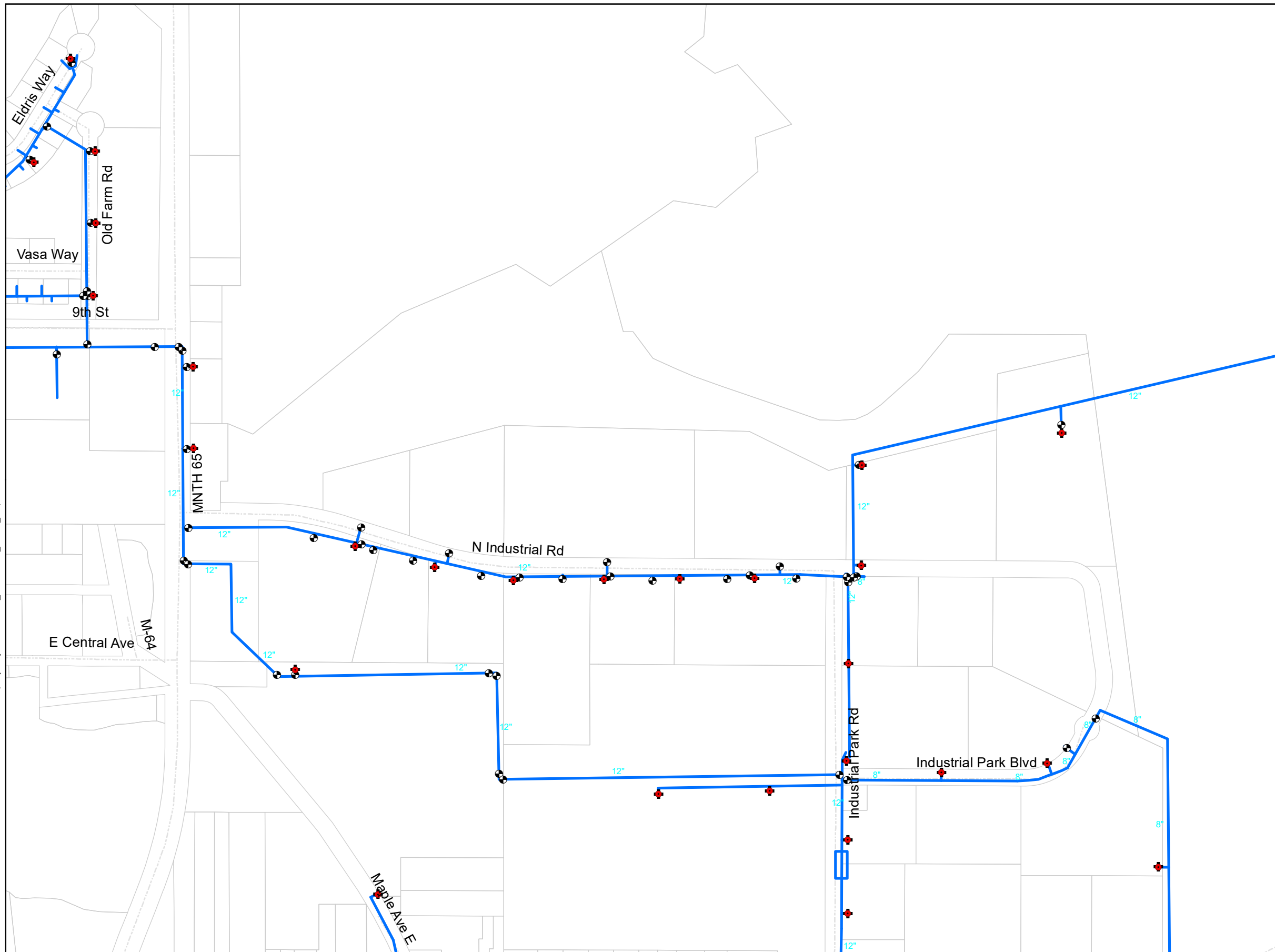
WATER UTILITES

Mora, Minnesota

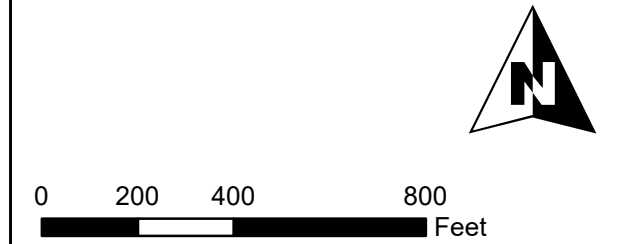
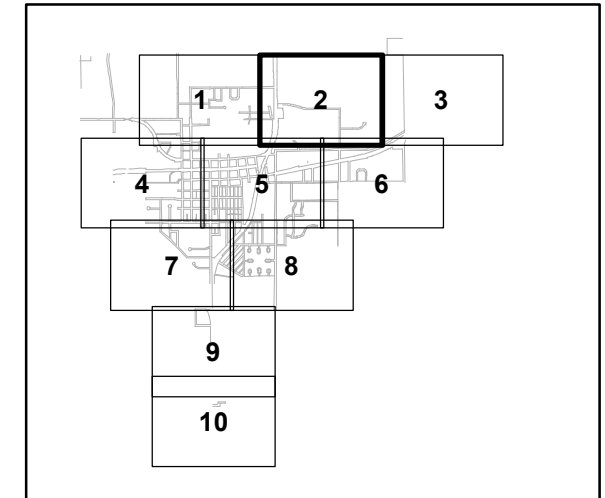
**Water System
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- Legend**
- Hydrant
 - Valves
 - Watermain
 - Water Issues



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WATTS: 800-325-2055
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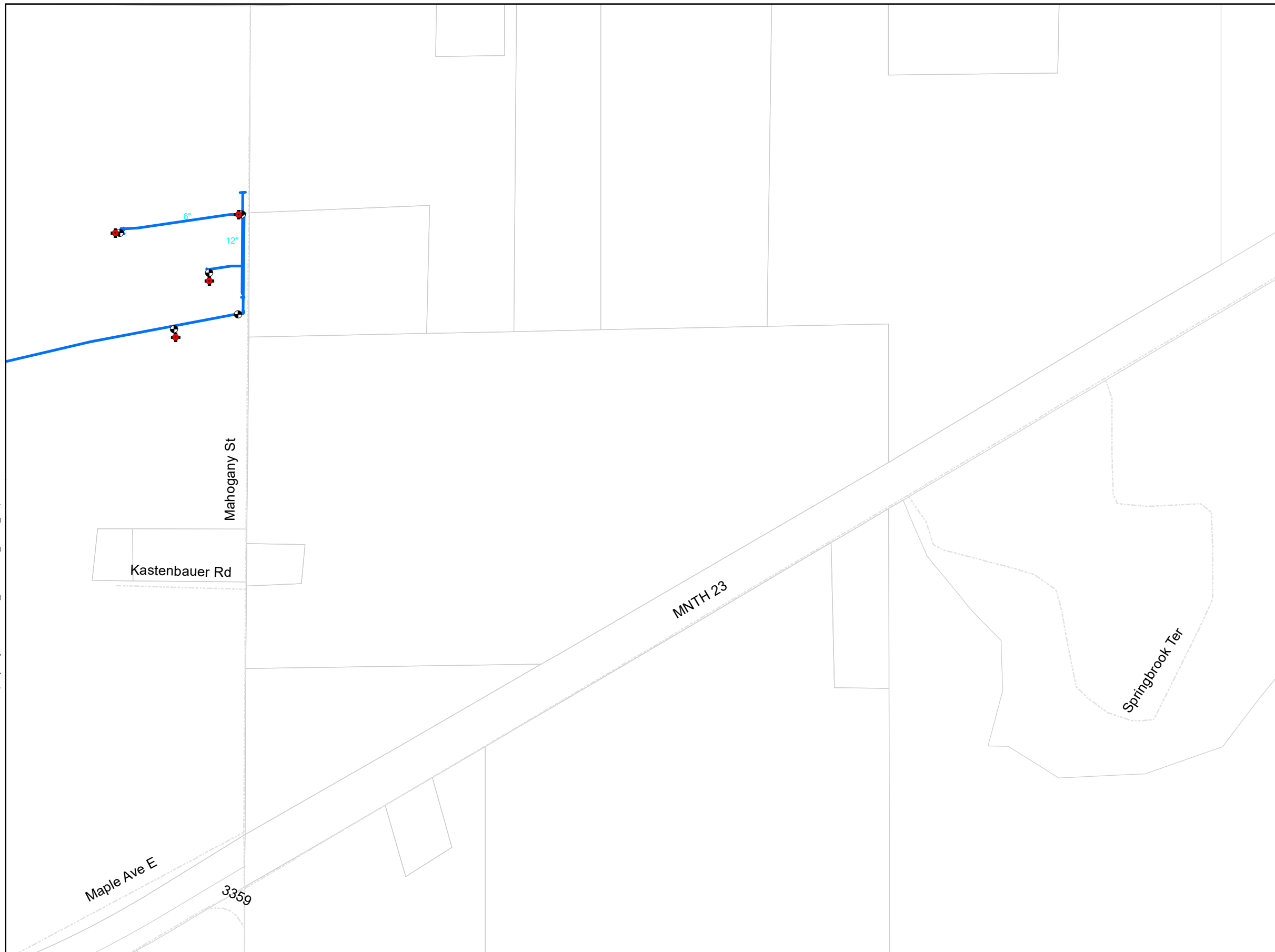
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Print Date: 12/15/2022

Map by: SRH
Projection: Kanabec CC
Source: SEH Inc and City of Mora





WATER UTILITES

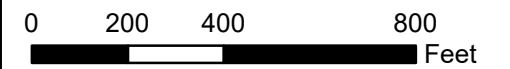
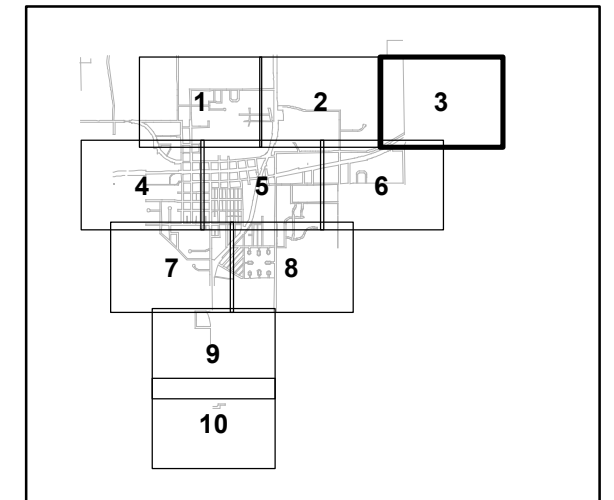
Mora, Minnesota

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Legend

-  Hydrant
-  Valves
-  Watermain
-  Water Issues



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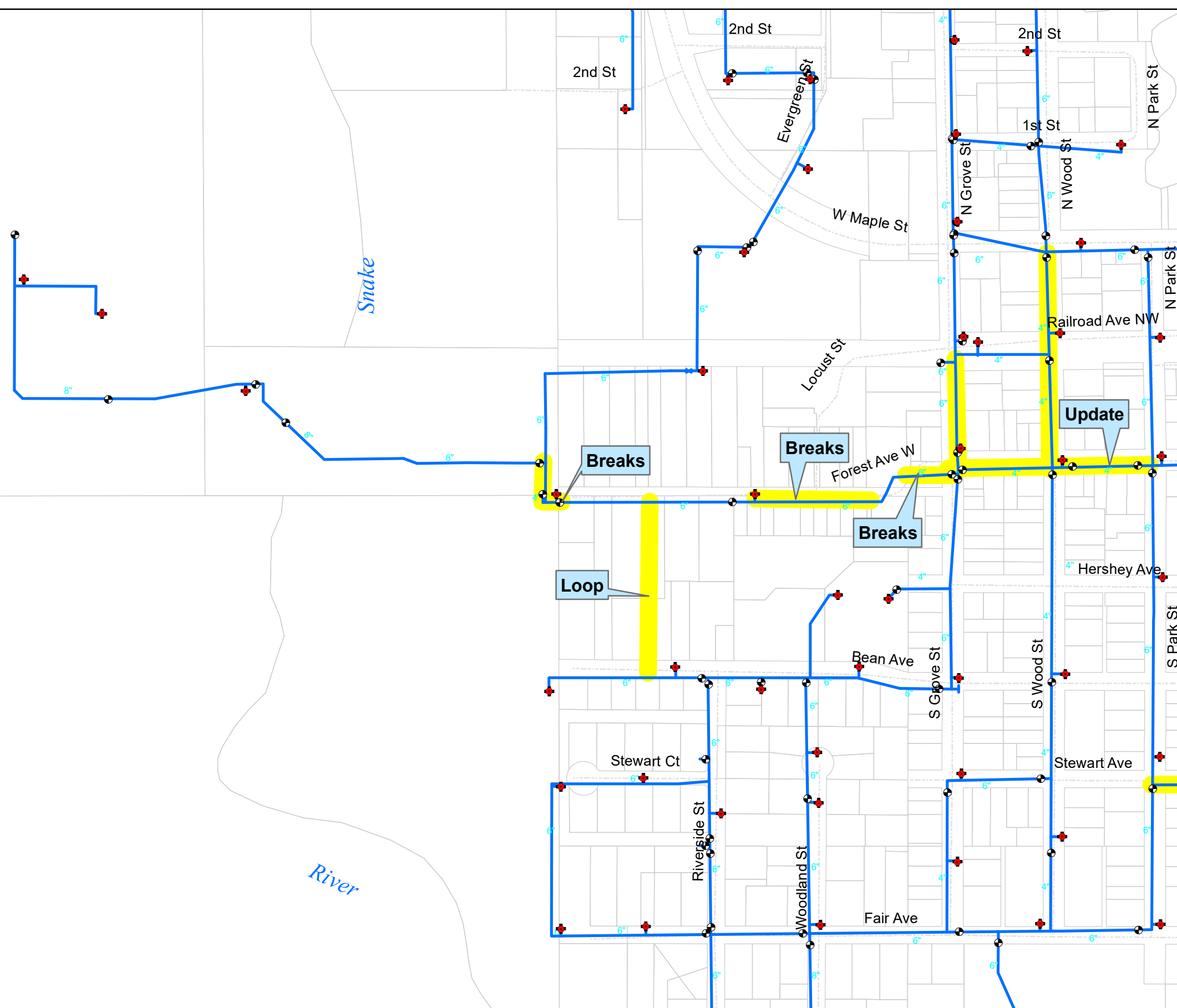
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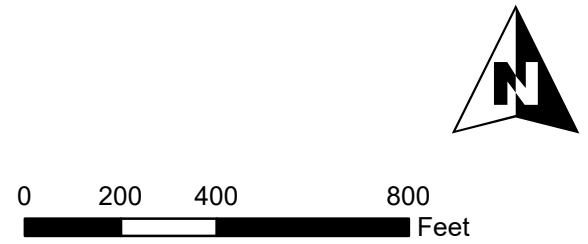
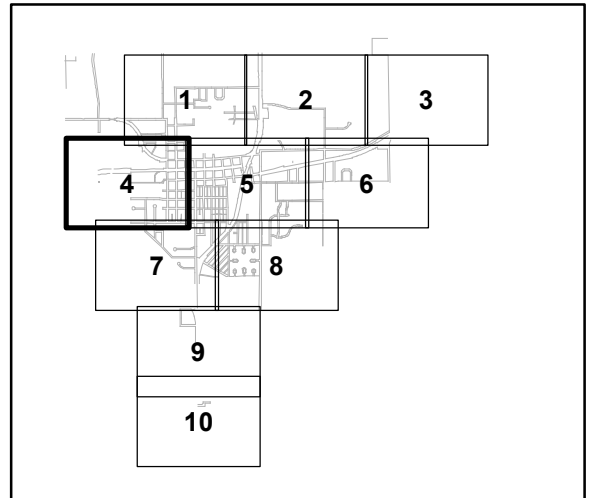
WATER UTILITES

Mora, Minnesota

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- Legend**
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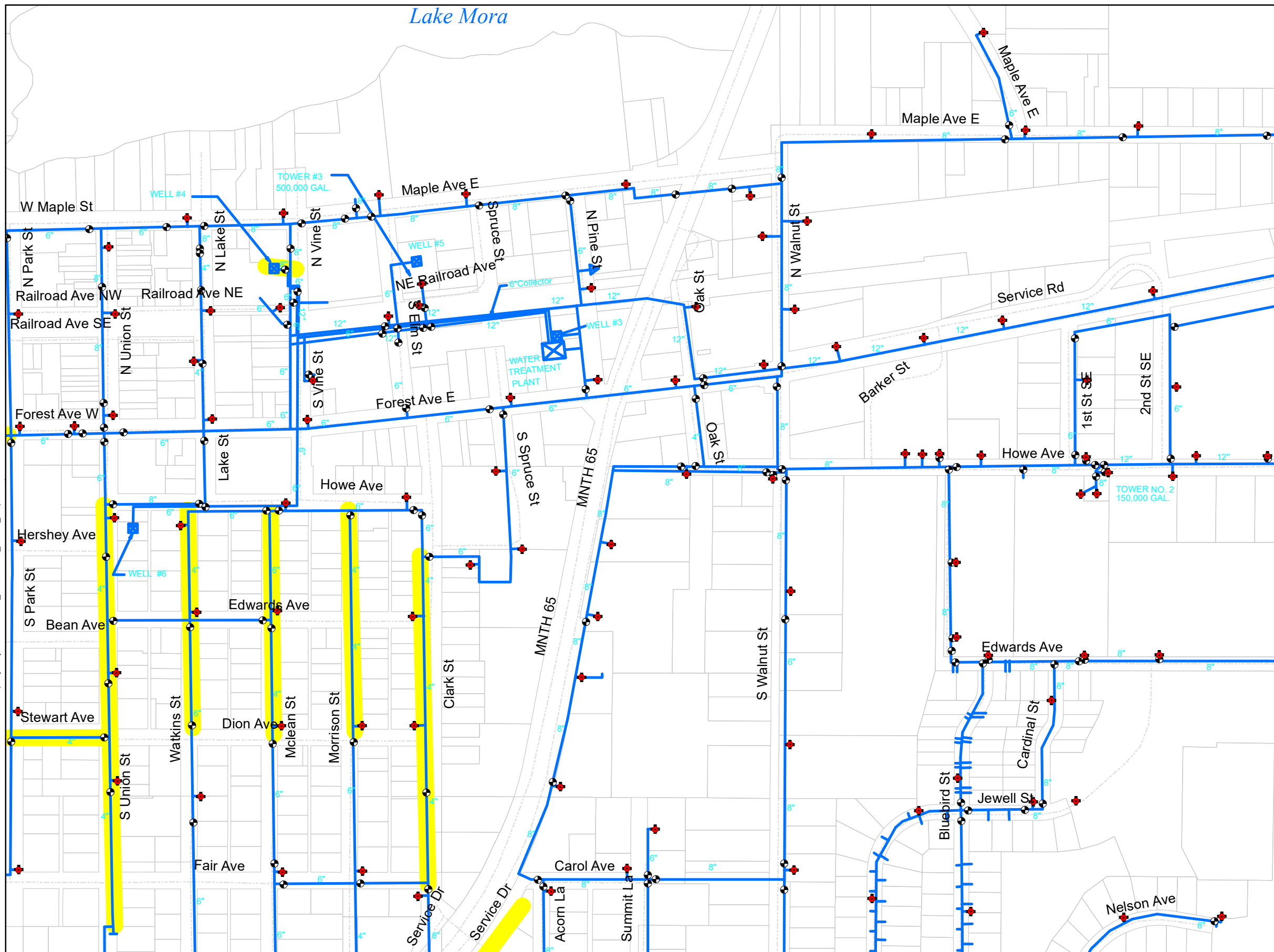
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WATER UTILITES

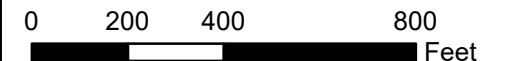
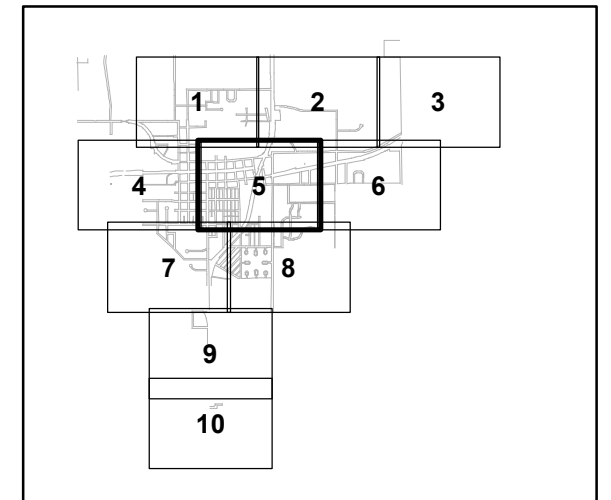
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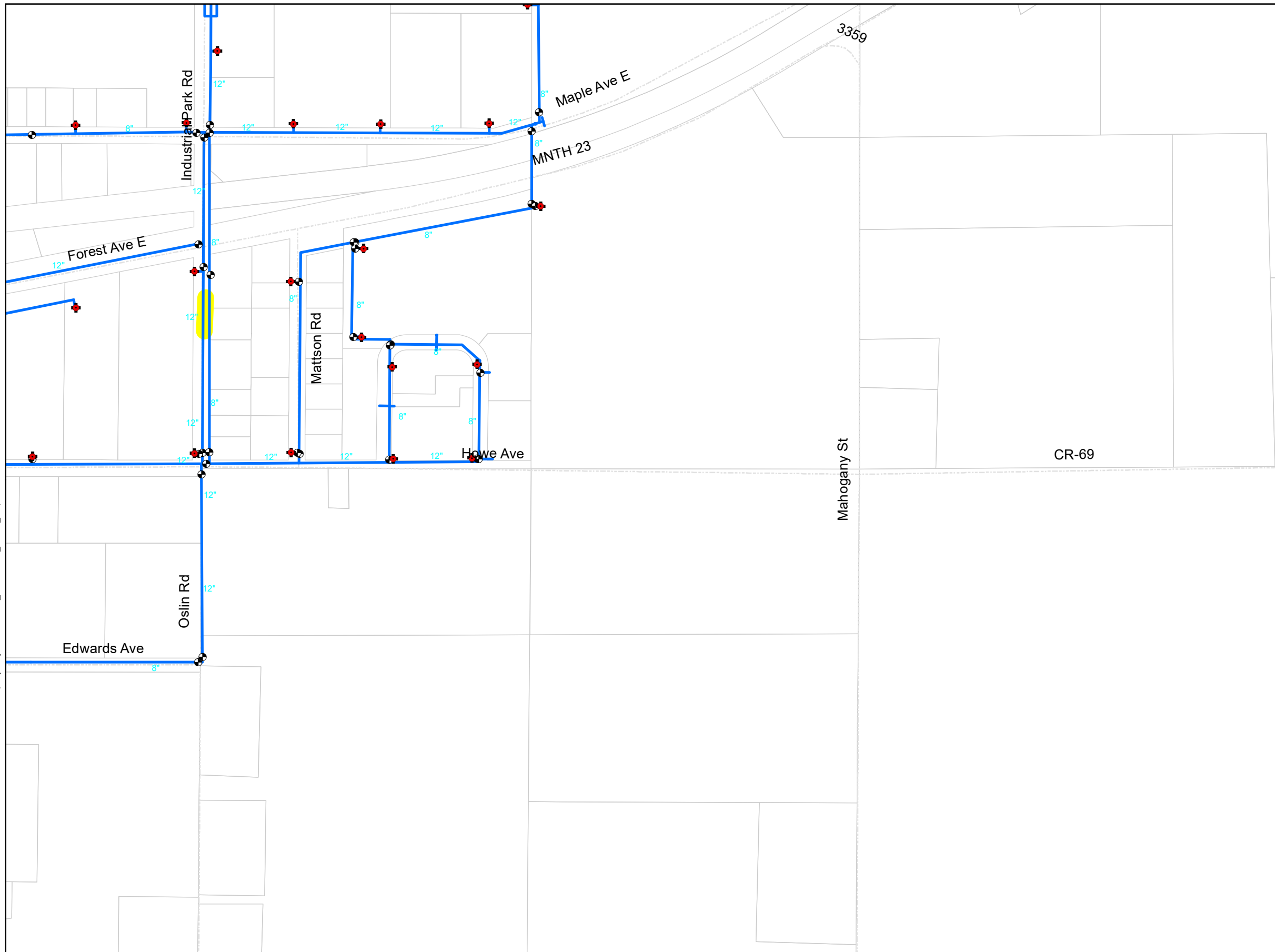
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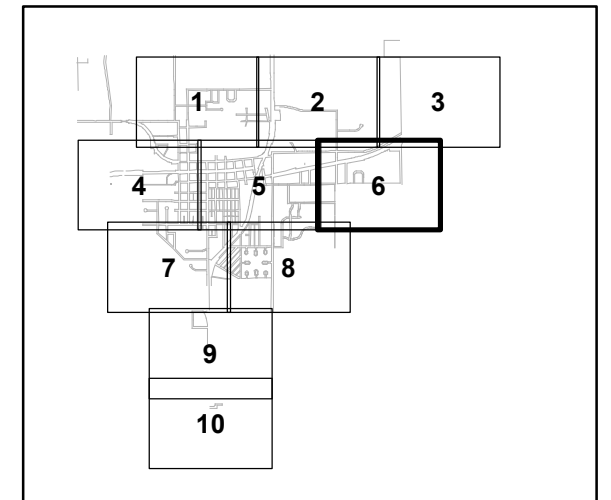
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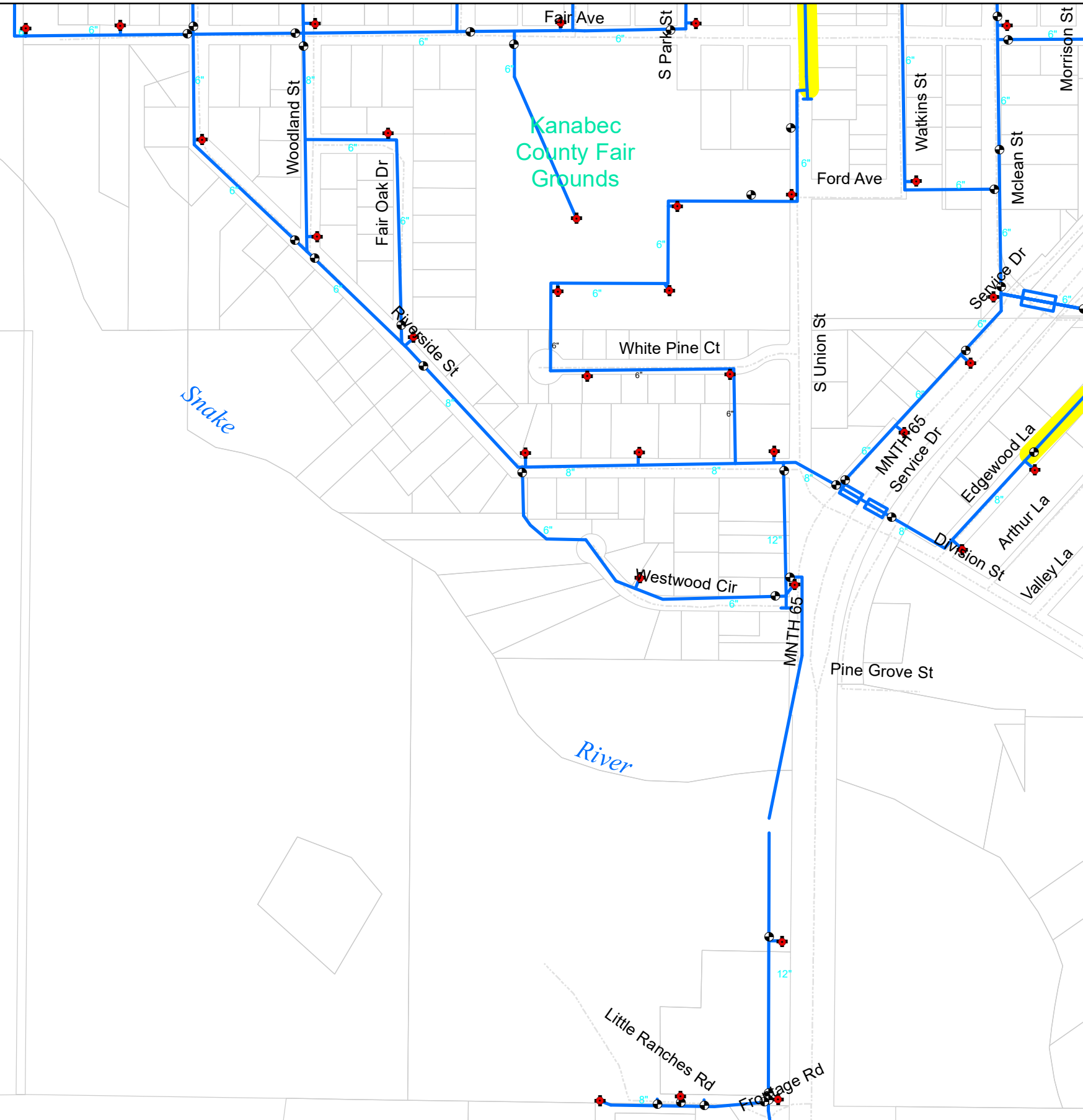
WATER UTILITES

Mora, Minnesota





**Water System
Map Book**

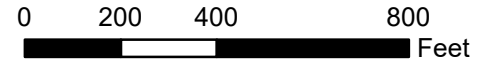
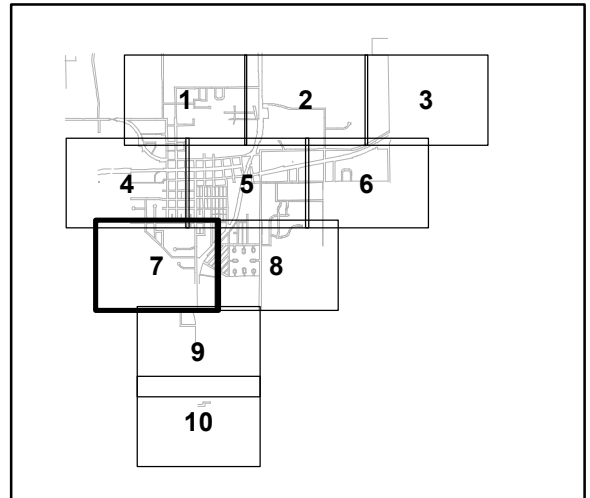
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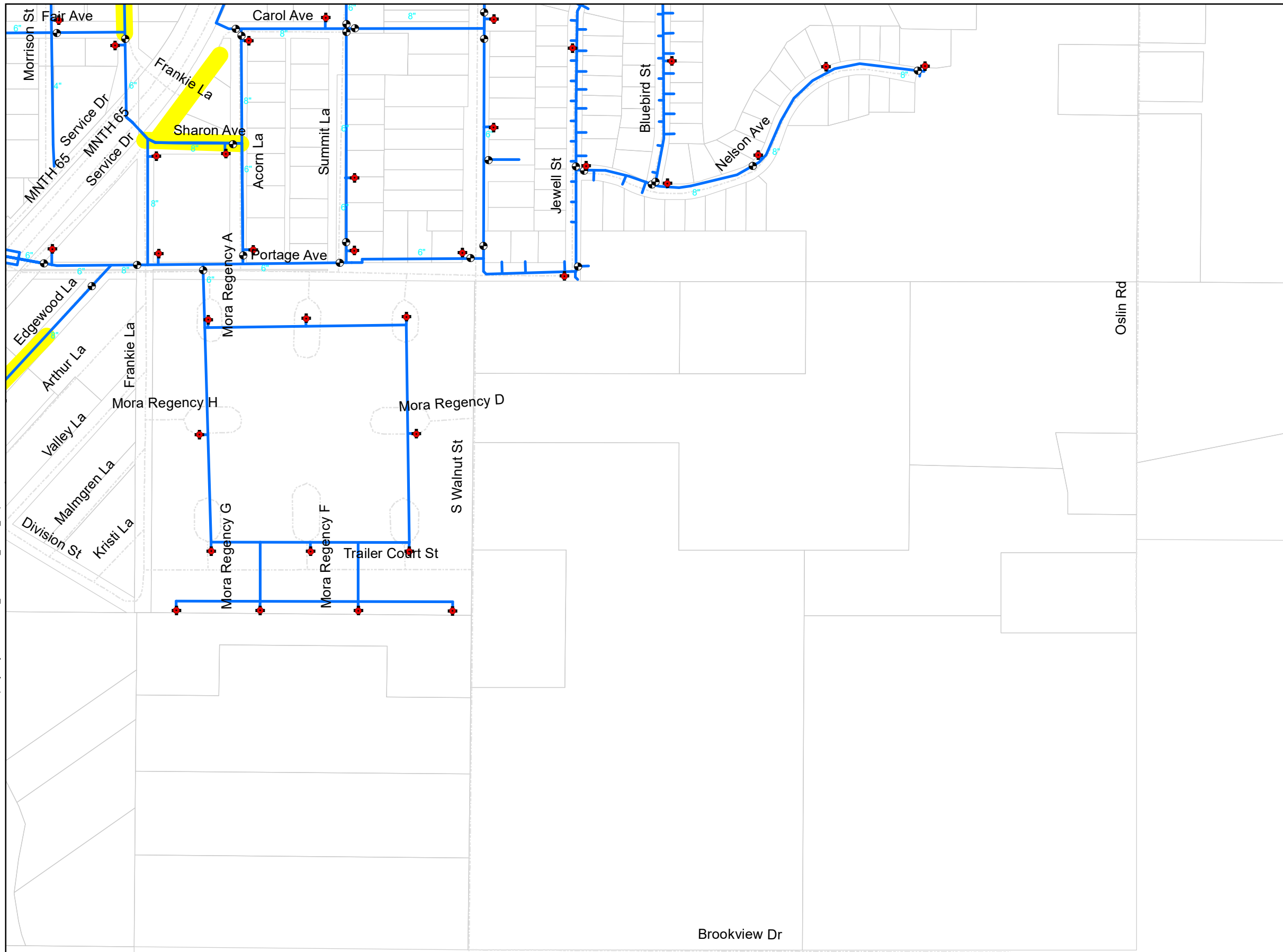
WATER UTILITES

Mora, Minnesota





**Water System
Map Book**

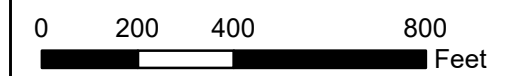
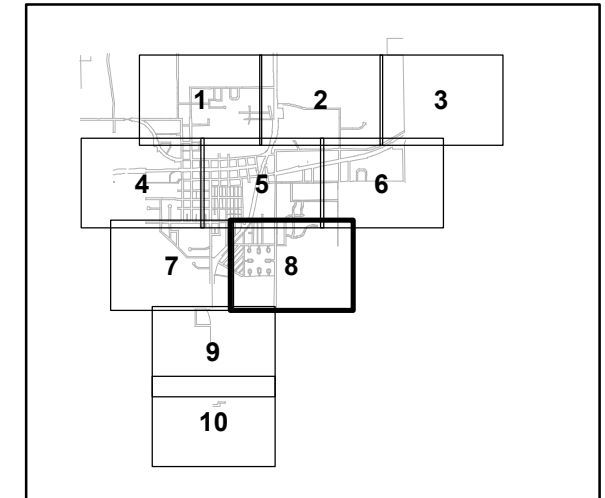
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7 of 10**

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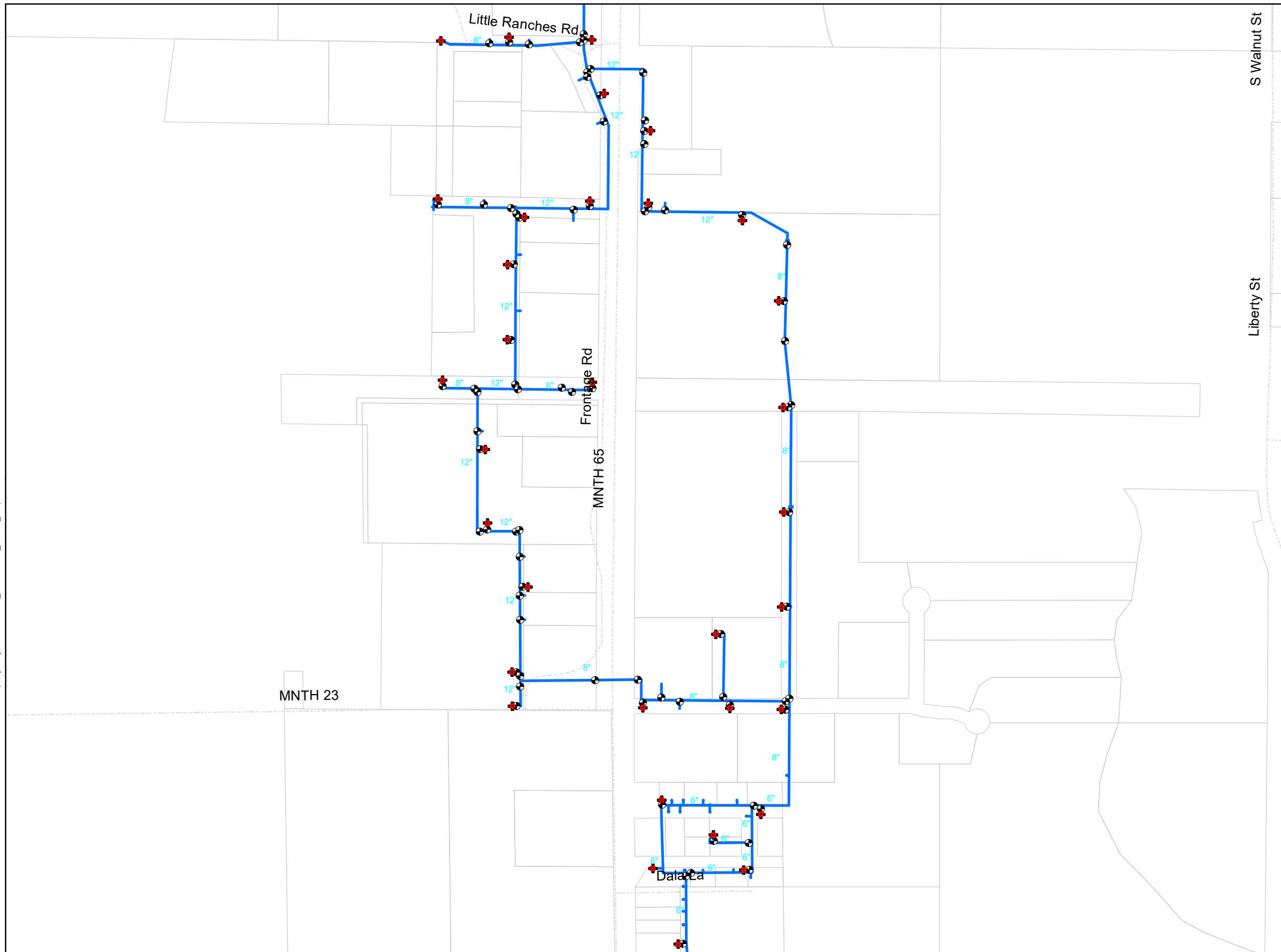
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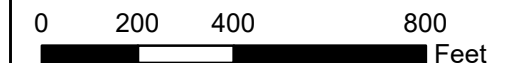
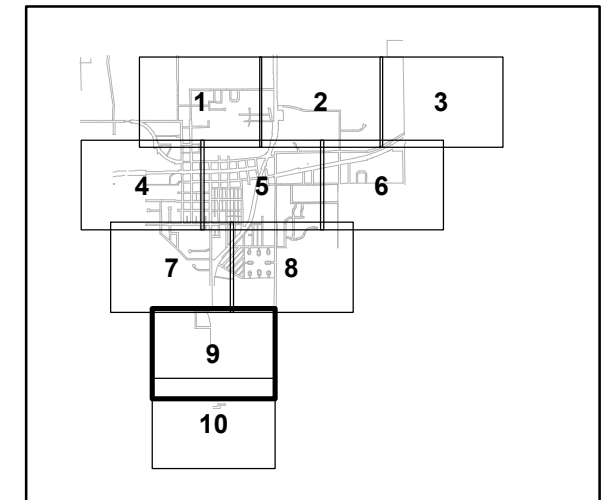
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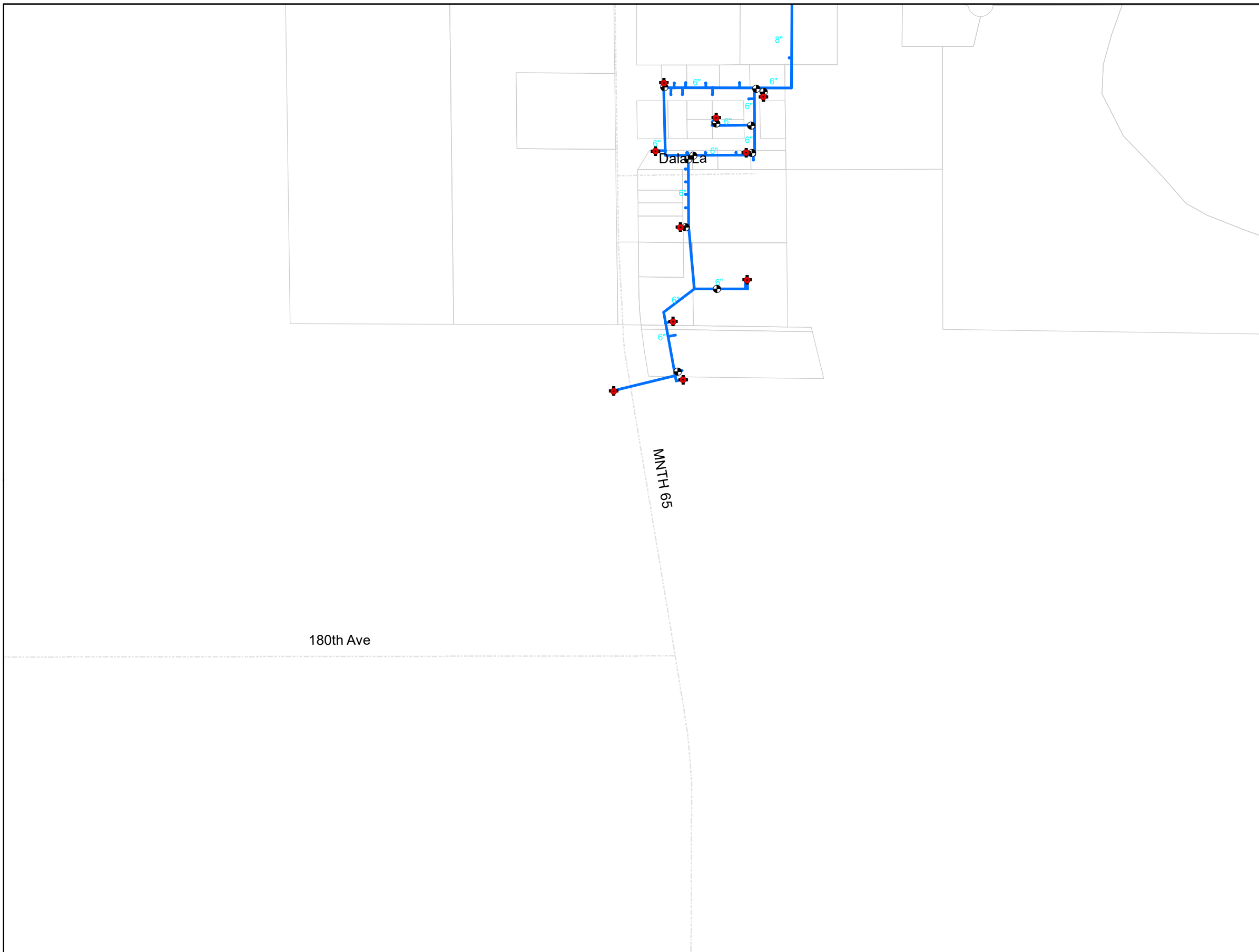


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WATER UTILITES

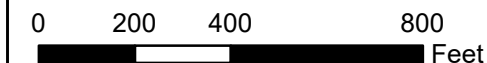
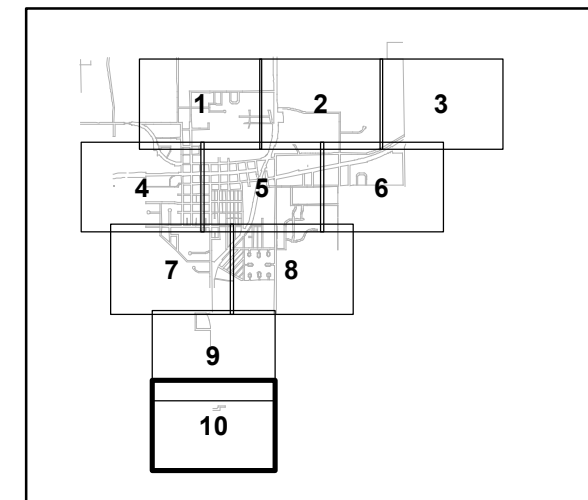
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WATER UTILITES

Mora, Minnesota

**Water System
Map Book**

**Page
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Appendix A

Rating System

Rating system

Surface rating	Visible distress*	General condition/ treatment measures
10 Excellent	None.	New construction.
9 Excellent	None.	Recent overlay. Like new.
8 Very Good	No longitudinal cracks except reflection of paving joints. Occasional transverse cracks, widely spaced (40' or greater). All cracks sealed or tight (open less than 1/4").	Recent sealcoat or new cold mix. Little or no maintenance required.
7 Good	Very slight or no raveling, surface shows some traffic wear. Longitudinal cracks (open 1/4") due to reflection or paving joints. Transverse cracks (open 1/4") spaced 10' or more apart, little or slight crack raveling. No patching or very few patches in excellent condition.	First signs of aging. Maintain with routine crack filling.
6 Good	Slight raveling (loss of fines) and traffic wear. Longitudinal cracks (open 1/4" - 1/2"), some spaced less than 10'. First sign of block cracking. Slight to moderate flushing or polishing. Occasional patching in good condition.	Shows signs of aging. Sound structural condition. Could extend life with sealcoat.
5 Fair	Moderate to severe raveling (loss of fine and coarse aggregate). Longitudinal and transverse cracks (open 1/2") show first signs of slight raveling and secondary cracks. First signs of longitudinal cracks near pavement edge. Block cracking up to 50% of surface. Extensive to severe flushing or polishing. Some patching or edge wedging in good condition.	Surface aging. Sound structural condition. Needs sealcoat or thin non-structural overlay (less than 2")
4 Fair	Severe surface raveling. Multiple longitudinal and transverse cracking with slight raveling. Longitudinal cracking in wheel path. Block cracking (over 50% of surface). Patching in fair condition. Slight rutting or distortions (1/2" deep or less).	Significant aging and first signs of need for strengthening. Would benefit from a structural overlay (2" or more).
3 Poor	Closely spaced longitudinal and transverse cracks often showing raveling and crack erosion. Severe block cracking. Some alligator cracking (less than 25% of surface). Patches in fair to poor condition. Moderate rutting or distortion (1" or 2" deep). Occasional potholes.	Needs patching and repair prior to major overlay. Milling and removal of deterioration extends the life of overlay.
2 Very Poor	Alligator cracking (over 25% of surface). Severe distortions (over 2" deep). Extensive patching in poor condition. Potholes.	Severe deterioration. Needs reconstruction with extensive base repair. Pulverization of old pavement is effective.
1 Failed	Severe distress with extensive loss of surface integrity.	Failed. Needs total reconstruction.

* Individual pavements will not have all of the types of distress listed for any particular rating. They may have only one or two types.

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for All of Us®

December 15, 2022

RE: Mora, Minnesota
North Grove Street Improvements
SEH No. MORA0 163905

Glenn Anderson, City Administrator
City of Mora
101 Lake Street S
Mora, MN 55051

Dear Glenn:

Please find enclosed Application for Payment No. 6 for the referenced project. The quantities completed to date have been reviewed and we hereby recommend approval for payment to Douglas-Kerr Underground, L.L.C in the amount of \$209,384.22. This amount represents 100% of the work completed and material on hand, with 1% held for retainage.

If approved, please sign and forward payment, along with a copy of the signed pay application, to Douglas-Kerr Underground, L.L.C., retaining the original for City records.

Please don't hesitate to contact me with any questions or comments. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Anderson".

Greg Anderson, PE
Project Manager

ah
Enclosures

x:\ko\m\mora0\163905\7-const-svcs\73-app-pymt\afp\afp 4\afp 4 ltr to owner.docx



Application for Payment
(Unit Price Contract)
No. 6

Eng. Project No.: MORA0 163905

Location: Mora, Minnesota

Contractor <u>Douglas-Kerr Underground, L.L.C</u>	Contract Date <u>May 3, 2022</u>
<u>2142 330th Ave.</u>	
<u>Mora, MN 55051</u>	Contract Amount <u>\$ 1,737,247.06</u>

Contract for North Grove Street Improvements

Application Date <u>12/12/22</u>	For Period Ending <u>2022 Construction</u>
----------------------------------	--

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
1	MOBILIZATION	LS	1	1	58,528.00	\$58,528.00
2	CLEARING	ACRE	0.1	0	10,000.00	
3	GRUBBING	ACRE	0.1	0	2,000.00	
4	CLEARING	EACH	57	39	300.00	\$11,700.00
5	GRUBBING	EACH	57	37	65.00	\$2,405.00
6	REMOVE MANHOLE (SANITARY)	EACH	8	7	493.70	\$3,455.90
7	REMOVE GATE VALVE & BOX	EACH	14	10	332.90	\$3,329.00
8	REMOVE MANHOLE OR CATCH BASIN (STORM)	EACH	5	5	438.85	\$2,194.25
9	SALVAGE SIGN TYPE C	EACH	20	12	40.00	\$480.00
10	SALVAGE SIGN TYPE SPECIAL (STREET NAME SIGN)	EACH	7	3	50.00	\$150.00
11	SALVAGE HYDRANT	EACH	5	5	466.05	\$2,330.25
12	SALVAGE CASTING (SANITARY)	EACH	8	7	184.10	\$1,288.70
13	SALVAGE CASTING (STORM)	EACH	5	5	184.00	\$920.00
14	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	374	287.3	3.45	\$991.19
15	SAWING BIT PAVEMENT (FULL DEPTH)	LF	968	867.1	2.95	\$2,557.95
16	REMOVE CURB & GUTTER	LF	4945	4726	3.50	\$16,541.00
17	REMOVE SEWER PIPE (SANITARY)	LF	1690	1694.5	3.70	\$6,269.65
18	REMOVE WATER MAIN	LF	2820	2429.4	2.00	\$4,858.80
19	REMOVE SEWER PIPE/CULVERT (STORM)	LF	400	427.5	19.85	\$8,485.88
20	SALVAGE FENCE	LF	110	0	13.85	
21	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	391	452.29	7.70	\$3,482.63

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
22	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	598	358.36	4.20	\$1,505.11
23	REMOVE CONCRETE WALK	SF	1221	1708.77	1.40	\$2,392.28
24	SALVAGE & INSTALL MAILBOX ASSEMBLY	EA	5	1	400.00	\$400.00
25	GEOTEXTILE FABRIC TYPE V	SY	15603	6044.6	0.50	\$3,022.30
26	COMMON EXCAVATION (EV)(P)	CY	2507	2896.77	17.85	\$51,707.34
27	SUBGRADE EXCAVATION	CY	300	2425.8	10.10	\$24,500.58
28	DEWATERING	LS	1	0	0.01	
29	DITCH GRADING	LS	1	0	4,085.00	
30	SUBGRADE PREPARATION	RDST	26	26	207.85	\$5,404.10
31	COMMON LABORERS	HOUR	90	17.5	0.01	\$0.18
32	3 CU YD FRONT END LOADER	HOUR	30	0	0.01	
33	3 CU YD BACKHOE	HOUR	30	3.5	0.01	\$0.04
34	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	100	48.2	150.00	\$7,230.00
35	WATER	MGAL	60	30	53.20	\$1,596.00
36	AGGREGATE BASE PLACED, SALV. BIT & CLASS 5 (CV) (P)	CY	4507	4507	12.25	\$55,210.75
37	FULL DEPTH RECLAMATION	SY	13580	13929.3	4.20	\$58,503.06
38	TYPE SP 9.5 WEARING COURSE MIX (3;C)	TON	1369	1366.62	87.00	\$118,895.94
39	TYPE SP 9.5 WEARING COURSE MIX (2;C) FOR DRIVEWAYS	TON	71	95.91	164.80	\$15,805.97
40	TYPE SP 12.5 WEARING COURSE MIX (3;C)	TON	2266	2250.33	86.00	\$193,528.38
41	TYPE SP 12.5 NON WEAR COURSE MIX (3;C) FOR PATCHING	TON	138	200	206.05	\$41,210.00
42	15" GS PIPE APRON W/ TRASH GUARD	EACH	5	5	607.55	\$3,037.75
43	15" HDPE PIPE SEWER	LF	254	445	46.00	\$20,470.00
44	12" RC PIPE SEWER DES 3006 CL V	LF	150	148.5	53.35	\$7,922.48
45	15" RC PIPE SEWER DES 3006 CL V	LF	361	377.5	52.95	\$19,988.63
46	18" RC PIPE SEWER DES 3006 CL III	LF	432	431	63.15	\$27,217.65
47	CONNECT INTO DRAINAGE STRUCTURE	EACH	2	2	2,021.00	\$4,042.00
48	CONNECT TO EXISTING PIPE DRAIN (STORM)	EACH	3	7	1,010.00	\$7,070.00
49	8" PVC PIPE SEWER (SDR 35)	LF	1852	1849.5	50.50	\$93,399.75
50	CONNECT TO EXISTING SANITARY SEWER PIPE	EACH	4	4	1,611.00	\$6,444.00
51	8" X 6" PVC WYE	EACH	36	38	1,573.00	\$59,774.00
52	6" PVC SANITARY RISER PIPE	LF	170	110.4	8.40	\$927.36

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
53	6" PVC SANITARY SERVICE PIPE	LF	1474	1520.83	21.95	\$33,382.22
54	4" INSULATION	SY	80	120.7	57.75	\$6,970.43
55	TEMPORARY WATER SERVICE	LS	1	1	35,992.00	\$35,992.00
56	ADJUST GATE VALVE BOX	EACH	2	0	915.20	
57	ADJUST CURB STOP	EACH	4	2	76.90	\$153.80
58	HYDRANT	EACH	7	7	4,742.00	\$33,194.00
59	6" GATE VALVE & BOX	EACH	8	8	1,956.00	\$15,648.00
60	8" GATE VALVE & BOX	EACH	15	14	3,365.00	\$47,110.00
61	1" CORPORATION STOP	EACH	37	39	640.90	\$24,995.10
62	1" CURB STOP & BOX	EACH	37	39	784.30	\$30,587.70
63	CONNECT TO EXISTING WATER MAIN	EACH	10	10	1,638.00	\$16,380.00
64	1" WATER SERVICE PIPE (TYPE K COPPER)	LF	1605	1431	18.85	\$26,974.35
65	6" DIP WATER MAIN	LF	160	183.9	54.10	\$9,948.99
66	8" DIP WATER MAIN	LF	2763	2759.4	68.55	\$189,156.87
67	DUCTILE IRON FITTINGS	LB	1175	1924	13.00	\$25,012.00
68	CASTING ASSEMBLY R-1733 (SANITARY)	EACH	8	8	1,903.00	\$15,224.00
69	CASTING ASSEMBLY R-1733 (STORM)	EACH	2	2	1,666.00	\$3,332.00
70	CASTING ASSEMBLY R-3250-1	EACH	13	13	935.20	\$12,157.60
71	CASTING ASSEMBLY R-4342	EACH	3	6	1,831.00	\$10,986.00
72	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	LF	21	31.15	492.30	\$15,335.15
73	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LF	59	58.46	551.65	\$32,249.46
74	CONSTRUCT SANITARY MANHOLE (0' - 8')	EACH	8	8	3,960.00	\$31,680.00
75	CONSTRUCT SANITARY MANHOLE (EXTRA DEPTH)	LF	16	15.85	182.65	\$2,895.00
76	GEOTEXTILE FABRIC TYPE IV	SY	24	0	1.25	
77	4" CONCRETE WALK	SF	1496	701.9	6.75	\$4,737.83
78	6" CONCRETE WALK	SF	439	292.3	9.85	\$2,879.16
79	CONCRETE CURB & GUTTER DESIGN B618	LF	5472	5299.5	15.10	\$80,022.45
80	6" CONCRETE DRIVEWAY PAVEMENT	SY	506	484	60.20	\$29,136.80
81	8" CONCRETE DRIVEWAY PAVEMENT	SY	33	37.4	65.00	\$2,431.00
82	7" CONCRETE VALLEY GUTTER	SY	167	72.4	99.85	\$7,229.14
83	TRUNCATED DOMES	SF	58	36	45.00	\$1,620.00

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
84	TRAFFIC CONTROL	LS	1	1	3,750.00	\$3,750.00
85	INSTALL SALVAGED SIGN PANELS, TYPE C	EACH	21	12	185.00	\$2,220.00
86	INSTALL SALVAGED SIGN TYPE SPECIAL (STREET NAME SIGN)	EACH	7	3	275.00	\$825.00
87	STABILIZED CONSTRUCTION EXIT	LS	1	1	1,568.00	\$1,568.00
88	STORM DRAIN INLET PROTECTION	EACH	18	25	187.15	\$4,678.75
89	SILT FENCE; TYPE MS	LF	1130	726	1.95	\$1,415.70
90	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LF	300	154	3.50	\$539.00
91	COMMON TOPSOIL BORROW (LV)	CY	1078	703	19.00	\$13,357.00
92	EROSION CONTROL BLANKETS CATEGORY 3N	SY	1800	2127.9	1.95	\$4,149.41
93	SEEDING W/ SEED MIXTURE 25-141	ACRE	0.6	0.66	1,500.00	\$990.00
94	HYDROSEEDING MIXTURE 25-141 W/ HYDRO MULCH	ACRE	1.2	1.3	4,300.00	\$5,590.00
95	4" SOLID LINE - MULTI COMPONENT	LF	6038	6949	0.45	\$3,127.05
96	PAVEMENT MESSAGE MULTI COMPONENT (PMS-2 BIKE SYMBOL)	SF	162	162	8.00	\$1,296.00
97	CROSSWALK PAINT - MULTI COMPONENT	SF	554	552	4.60	\$2,539.20
Total Contract Amount						\$1,754,639.96

Application for Payment (continued)

Total Contract Amount	\$ <u>1,737,247.06</u>	Total Amount Earned	\$ <u>1,754,639.96</u>
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work _____	
Contract Change Order No. _____		Percent Complete _____	
Contract Change Order No. _____		Percent Complete _____	
Less Previous Applications:		Percent Complete _____	
AFP No. 1: <u>328,977.04</u>	AFP No. 6: _____	GROSS AMOUNT DUE	\$ <u>1,754,639.96</u>
AFP No. 2: <u>122,651.89</u>	AFP No. 7: _____	LESS <u>1</u> % RETAINAGE	\$ <u>17,546.40</u>
AFP No. 3: <u>357,088.07</u>	AFP No. 8: _____	AMOUNT DUE TO DATE	\$ <u>1,737,093.56</u>
AFP No. 4: <u>311,333.53</u>	AFP No. 9: _____	LESS PREVIOUS APPLICATIONS	\$ <u>1,527,709.34</u>
AFP No. 5: <u>407,658.81</u>		AMOUNT DUE THIS APPLICATION	\$ <u>209,384.22</u>

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, North Grove Street Improvements, Mora, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date December 14th, 2022

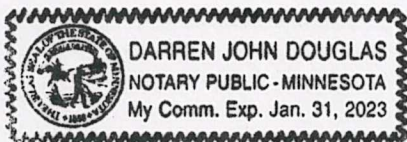
Douglas-Kerr Underground, L.L.C
(Contractor)

COUNTY OF Kanabec)
STATE OF Minnesota) SS

By [Signature]
(Name and Title)

Before me on this 14th day of December, 2022, personally appeared _____
Ryan R. Kerr known to be, who being duly sworn did depose and say that he is the manager (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires
1-31-2023



[Signature]
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

[Signature]

Short Elliott Hendrickson Inc.

By Zach Schmitz, PE (MN)

Date 12/14/2022

City of Mora

By _____

Date _____



MEMORANDUM

Date December 20, 2022
To Mayor and City Council
From Natasha Segelstrom, Administrative Services
Sara King, Accountant
RE Accounting Compliance Software

SUMMARY

Staff is requesting the City Council's approval to move forward purchasing software that would assist with legal compliance for the upcoming 2022 financial audit and beyond.

BACKGROUND

In the September 2022 City Council Meeting, staff presented the upcoming changes with the Governmental Accounting and Standards Board (GASB) and recently adopted new requirements for reporting on leases and subscription-based information technology arrangements. The new GASB No. 87 for Leases is required for 2022 audit, and the new GASB No. 96 for Subscription-Based Information Technology Arrangements (SBITAs) is required for 2023 audit.

Industry experts estimate that a typical small city will require approximately 1,800 staff hours to become compliant with GASB No. 87. Therefore, professional organizations have recommended that local governments streamline the process using specialized software, which will assist staff with identifying what constitutes a lease, calculate and record key information that must be included in future audits.

Because of the highly technical nature of the new rules, city staff has reviewed demonstrations with two different lease software developers and has also communicated with our auditors at BerganKDV to determine the best approach to assist with the implementation of leases within the city. Our auditors have recommended the use of professional software to tackle this challenge.

The options that staff have reviewed are as follows:

1. BerganKDV. The firm has created a program that would assist with the compliance and implementation, specializing in governmental accounting. This option would cost \$400 per lease to implement, and \$1,500 annually.
2. DebtBook, a web-based system. This solution allows cloud access to leases and also includes a debt management module. This option would cost \$2,000 for implementation, and \$9,750 annually. This would be a reoccurring, annual fee and budgeted for in future years.
3. VisualLease, a web-based system. This solution allows cloud access to leases, but staff believes the custom features are beyond the needs of the city. This option would cost \$2,500 for implementation plus \$140 per lease, and \$5,000 annually.

OPTIONS AND IMPACTS

Each solution will require an implementation fee, along with an annual charge for the programming that will need to be included in future budgets. Due to the software programming and types of leases, the impact to the budget will be minimal as it will be spread across different accounts. While initial start-up and implementation fees are an added expense across all city budgets, the City Council must consider the amount of savings over time. With this, staff have recommended moving forward BerganKDV.

1. Services with BerganKDV. There may be larger up-front costs dependent on the number of leases, however, there is lower annual fees and will streamline auditing.
2. Debtbook offers a “white glove” option for uploading leases and large annual fee.
3. VisualLease offers a lot of information that is relevant to real estate leases and not as broad.

	Initial Expense	1st year	2nd Year	3rd Year	Total
BerganKDV	10,800	1,500	1,500	1,500	\$15,300
DebtBook	2,000	9,750	9,750	9,750	\$31,250.00
Visual Lease	7,780	5,000	5,000	5,000	\$22,780

RECOMMENDATIONS

Motion to approve and move forward with BerganKDV for lease software compliance.

Attached:

BerganKDV proposal

Debtbook software proposal

Visual Lease software proposal

City Staffing Cost and Hours for Lease Implementation













Mora Area Fire Department Monthly Update




November 2022

The Mora Area Fire Department was involved with the following fire calls, training and education, maintenance, and miscellaneous in the past month.

Fire Calls (Paid)

-  11-3-22 Wildfire
-  11-6-22 Structure Fire
-  11-7-22 Combine Fire
-  11-9-22 Smoke in Hallway
-  11-20-22 Shed and Trailer House Fire
-  11-21-22 Smoke/CO Alarm
-  11-25-22 Canceled In Route
-  11-27-22 Fire Alarm
-  11-28-22 Extrication HWY 65 and 220th
-  11-28-22 Extrication King Rd






Training and Education (Paid)

-  Hose line attack drill and hose line supply drill
-  Practiced pulling charged hose line into basement
-  Business and relief meeting

Maintenance (not paid)

-  All trucks had maintenance checks twice

Training, Education, and Miscellaneous (not Paid)

-  Santa Parade
-  Truck Committee Meeting (Twice)
 - Phone calls with truck reps
-  Grant submitted for two sets of turnout gear
-  Met with gear rep to get gear for five new members
-  Three new members attending class in Hinckley on Wedensdays



OFFICE

KANABEC COUNTY SHERIFF

SHERIFF BRIAN SMITH

18 NORTH VINE STREET, SUITE 143, MORA, MN 55051

November 2022

During the month of November, 2022 Kanabec County Sheriff's Office contract cars responded to or initiated 436 calls for service within the City of Mora. The most frequent calls for service were traffic enforcement/complaints (74), winter parking violations (38), and medical emergencies (65).

Contract deputies received continuing education/training in the following areas:

- Annual OSHA mandates
- Constitutional Policing
-

No community events

KCSO hired John Kelly of Isanti, MN as a new patrol deputy and is scheduled to start field training in December

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

ADMINISTRATION (320) 679-8410 • 24 HOUR DISPATCH (320) 679-8400 • FAX (320) 679-8422

[Type text]



CAD Summary Report

Printed On: 12/06/22 10:24

Kanabec County Sheriff's Office

	11/22	Total
911 Hang-ups-Abandoned-Open Line	23	23
Agency Assist	13	13
Alarms All (Home, Business, Bank, misc)	7	7
All Lost calls including animals, and property	1	1
Animal Neglect	1	1
Animal-All Other	5	5
Assault	2	2
Bicycle Calls	1	1
Burglary	1	1
Child Custody Issues	2	2
Civil Assist	10	10
Civil Process	1	1
Community	1	1
Crim Sex	2	2
Disorderly Conduct	1	1
Domestic Disturbance/Assaults	3	3
Drug calls - All	3	3
DTP	3	3
Escorts-Funerals, Races, etc	3	3
Fires - All Others	4	4
Foot Patrol	31	31
Found - animals, property, etc	3	3
Fraud	3	3
Garbage Dumping complaints	2	2
Harassing communications calls	1	1
Hospice Deaths	3	3
Information and misc calls	12	12
Juvenile Alcohol complaints	1	1



CAD Summary Report

Printed On: 12/06/22 10:24

	11/22	Total
Juvenile calls excluding tobacco, drugs, alcohol	4	4
Juvenile Tobacco complaints	4	4
Maltreatment	8	8
Medical Emergency	65	65
Meetings and Presentations	2	2
Missing Person(s)	2	2
Mora Ordinance Violations	2	2
Noise - including loud music, parties, etc	1	1
Parking Violations	1	1
Public assist calls	5	5
Records checks	4	4
Scams	2	2
Secure Helipad	11	11
Snowbird Parking	38	38
Suicide threats-attempts	4	4
Suspicious- persons, vehicles, and occurrences	20	20
Theft-not vehicle	12	12
Threats	7	7
Traffic / Driving complaints	9	9
Traffic Accident	6	6
Traffic Violation	65	65
Transport - Inmates	1	1
Trespassing complaints	1	1
Unwanted person	2	2
Vandalism exc mailboxes	1	1
Vehicle off Road	1	1
Warrant Entry and Arrests	1	1
Welfare Check	14	14
Total	436	436

**City of Mora Planning Commission
Minutes
December 12, 2022 – 5:30 pm
Mora City Hall**

Commission Chair Jake Mathison called to order the regular meeting of the Planning Commission at 5:30 p.m. Monday, December 12, 2022, in the Mora City Hall council chambers.

2. Roll call:

Commissioners present: Jake Mathison, Sheldon Shepard, Sara Treiber, Lance Strande

Commissioners absent: None

Staff present: City Administrator Glenn Anderson, Community Development Director Kirsten Faurie

3. Adopt Agenda: MOTION made by Shepard, seconded by Strande and unanimously carried to adopt the agenda as presented.

4. Approval of Minutes:

a. MOTION made by Strande, seconded by Shepard and unanimously carried to approve the Sept. 12, 2022 minutes as presented.

b. MOTION made by Treiber, seconded by Strande and unanimously carried to approve the Sept. 26, 2022 Special Meeting minutes as presented.

5. Open Forum: No one spoke during open forum

6. Old Business: None

7. Public Hearings:

a. **719 Hwy 65 Rezoning Request:** Faurie introduced the background of the rezoning request for 719 Highway 65 to rezone the property from a B-2 General Business District to R-3 Multiple Dwelling District.

At 5:34 p.m. Mathison opened the public hearing to consider the rezoning request.

Steve Kelling, the applicant, spoke to the commission about his intent for the property. Kelling explained that Kelling Capital would be the developer and the intent is to create as many as 32-units in 4-plex style, market rate rentals.

Considering the need for housing and location near Mora Public Schools, Kelling said he anticipates the homes will be a good location for families of school-aged children.

With no other comments, Mathison closed the public hearing at 5:37.

8. New Business:

a. **Rezoning Request: 719 Hwy 65:** Faurie told the commissioners city staff has reviewed the rezoning request had no concerns. Mathison expressed his support for the rezoning and creation of new housing, stating it's exactly the type of development he likes to see in the city.

MOTION by Strande recommend City Council approval of rezoning 719 Highway 65 from B-2 General Business District to R-3 Multiple Dwelling District. Seconded by Shepard and unanimously carried.

**City of Mora Planning Commission
Minutes
December 12, 2022 – 5:30 pm
Mora City Hall**

- b. 2023 Planning Commission Meeting Calendar:** Faurie presented the 2023 Planning Commission Meeting Calendar.

MOTION made by Strande, seconded by Shepard and unanimously carried to approve the 2023 Planning Commission meeting Calendar as presented.

- 9. Verbal Reports:** Mathison noted that the Planning Commission still has a vacant seat and encouraged both staff and commission members to reach out to others that may be interested in filling that vacancy.
- 10. Adjournment:** MOTION to adjourn by Treiber, seconded by Strande, and unanimously carried to adjourn the Planning Commission meeting at 5:47 p.m.

The next regular meeting of the Planning Commission is scheduled for **5:30 p.m. Monday, January 9, 2023.**

Commission Chair

Attest: _____
Kirsten Faurie,
Community Development Director

City of Mora Airport Board
Meeting Minutes
December 13, 2022 – 5:00 p.m.
Mora City Hall

Pursuant to due call and notice thereof Karla Kastenbauer called to order the regular meeting of the Airport Board at 5:05 p.m., on Tuesday, December 13, 2022, in the Mora City Hall council chambers.

2. Roll Call: Present: Dave Gunderson, Karla Kastenbauer, Stefan Salmonson, Jody Anderson

Absent: Chair Nick Stafford

Staff Present: City Administrator Glenn Anderson, Airport Manager Joe Kohlgraf, and Community Development Director Kirsten Faurie

3. Adopt Agenda:

MOTION made by Gunderson, seconded by Salmonson, and unanimously carried to adopt the agenda.

4. Minutes:

- a. **Approve minutes from November 1, 2022:** MOTION made by J. Anderson, seconded by Salmonson and unanimously carried to approve the November 1, 2022 minutes as presented.

5. Old Business:

- a. **Update on Airport Hangar Land Lease Agreement:** Faurie and Kastenbauer reported to the board the discussion from the Mora City Council on Nov. 15 regarding the Airport Hangar Land Lease agreement section **18. Right of Entry**. Faurie reported the city council approved the changes as last recommended by the Airport Board with one minor change: “72-hours” was re-written as “*three business days*.”

MOTION by Gunderson to accept the agreement as presented; seconded by Salmonson and unanimously carried.

6. New Business:

- a. No new business.

7. Reports

- a. Staff: Kohlgraf reported continued work on fuel line replacement. Comin gup soon will be engineering for the taxi lane full-depth reclamation paving. The crosswind runway is closed for the winter as well as some taxi lanes. Kohlgraf reported the airport has been selling a lot of AV gas and is ordering more. Discussion was held on gas pricing strategy and how the city may adjust the beacon which appears to be leaning.

City of Mora Airport Board
Meeting Minutes
December 13, 2022 – 5:00 p.m.
Mora City Hall

- b. Airport Board Members: Gunderson discussed an inquiry by Carla Doering who would be willing to sell some of her property to the airport. G. Anderson noted that the property was often wet and not of use to the airport; he did not see the benefit of purchasing it.

J. Anderson said she may not be the city council representative for the airport board in the next year. She thanked the board for the opportunity to serve on their board. She learned a lot and will continue to be an advocate for the airport which she said is a valuable asset to the city.

Salmonson also noted that he may be leaving the board as well. Salmonson inquired about a vacancy he saw posted for the Joint City/County Airport Zoning Board wondering if the board met regularly, who was on it and where the vacancy is coming from. Staff would follow up with the county to find answers.

8. Adjournment: MOTION made by Gunderson, seconded by Salmonson and unanimously carried to adjourn the Airport Board meeting at 5:24 p.m.

The next regular meeting of the Airport Board is scheduled for **5 p.m. Tuesday, January 10, 2023.**

Board Chair

Attest: _____

Kirsten Faurie, Community
Development Director