



City of Mora  
Kanabec County, Minnesota  
Meeting Agenda  
City Council

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

Tuesday, May 21, 2024

6:30 PM

Mora City Hall

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

**2. Roll Call**

- Mayor Jake Mathison
- Councilmember Sadie Broekemeier
- Councilmember Kyle Shepard
- Councilmember Dave Youngquist
- Mayor Pro Tem Jody Anderson

**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. City Council Work Session Meeting Minutes – April 16, 2024
- b. City Council Meeting Minutes – April 16, 2024
- c. City Council Special Meeting Minutes – April 30, 2024
- d. City Council Meeting Minutes Public Hearing – May 14, 2024
- e. Claims – April 2024
- f. Facility Use – Fire Ball in the Hall
- g. SHIP Grant Award
- h. Heavy Equipment Operator Probation Release - J. Quale
- i. Music in the Park – East Central Regional Arts Council Grant Award
- j. Accept Restricted Donations – Resolution No. 2024-520

**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. Public Hearings:** There are no public hearings.

**7. New Business**

- a. Kanabec County Sheriff's Office – Sheild 616
- b. Fox Run III Addition – Final Plat & Development Agreement Approval  
Resolution No. 2024-521; Resolution No. 2024-522
- c. Library Special Needs Assessment
- d. Budget Amendment – Mora Area Fire Department Resolution No. 2024-523
- e. Memorandum of Understanding Kanabec County Agricultural Society
- f. State Appropriations and Mora Lake Outlet Pipe – Resolution No. 2024-524
- g. Discussion regarding City/County EDA Partnership
- h. 2024 Liquor Store Budget - Line-Item Discrepancy
- i. Dog Park – Pet Reflection
- j. Resignation Accountant Kelly Christianson

**8. Old Business**

- a. Ordinance No. 493 Regulate Cannabis and Cannabis Derived Products in Public Places
- b. Tobacco Regulation – Text Amendment
- c. Project Update – SEH

**9. Communications**

- a. Annual Top Employers Survey – Results
- b. KCSO Monthly Report – April 2024
- c. Planning Commission Meeting Minutes – May 13, 2024
- d. Park Board Meeting Minutes – May 14, 2024
- e. 2024 Quarter 1 Financial Statement

**10. Board / Commission / Committee Reports**

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

**11. Adjournment**

Pursuant to due call and notice thereof Mayor Jake Mathison order meeting of the Mora City Council at 5:00 pm on Tuesday, April 16, 2024 in the City Hall council chambers.

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

**2. Roll Call:**

City Council Present: Mayor Jake Mathison, Kyle Shepard, Dave Youngquist, Jody Anderson and, and Sadie Broekemeier

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

**3. City Owned Buildings Lease Discussion:**

- a. 100 Union Street South: Segelstrom provided a summary of city owned building leases to the City Council. It was explained in the past, the City had budgeted building maintenance in the General Fund, General Government but in 2024 added the Depot Building to the General Fund to better plan for future maintenance items, similar to the Library Building. The City Council previously requested additional information on other commercial property spaces within the City and ranged from \$650-\$850 per month and the estimated cost per square foot ranged from \$7.08-\$8.33 per square foot. Minnesota statute 272.01 Subd. 2 Property Tax Subject to Taxation, noted that if the city were to lease the building to a private individual, association, or corporation in connection with business connected for profit, there shall be imposed a tax, for a privilege of so using or possessing such real or personal property, in the same amount and to the same extent as though the lessee or user was the owner of the property.

John Larson of the Vasaloppet thanked the City Council for their time and summarized some of the challenges faced each year by the Vasaloppet, which included whether Lake Mora was crossable by skiers, the indoor quality and lighting of the downtown Vasaloppet Building and ADA compliance at that location which was built in 1887. A summary of their expenses included taxes, insurance, and payroll. Larson noted that the organization was funded through donations, sponsorship, race registration along with in-kind donations and brought 1500-2000 people each year to the city. Larson expounded that the Vasaloppet was an organization that did not earn profit, it was an organization made possible by the community. If the Vasaloppet were to lease the space with a significant increase to its current expenses, it would be posed with greater challenges and may have to relocate from downtown.

- b. Upcoming Leases: Segelstrom explained lease for the telework center with Pine Technical College will terminate on June 30, 2024.

4. **Adjournment:** MOTION to adjourn by Shepard, seconded by Youngquist, and unanimously carried to adjourn the meeting at 6:19 PM.

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Mayor

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City Clerk

Pursuant to due call and notice thereof Mayor Jake Mathison order meeting of the Mora City Council at 6:30 pm on Tuesday, April 16, 2024 in the City Hall council chambers.

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

**2. Roll Call:**

City Council Present: Mayor Jake Mathison, Kyle Shepard, Dave Youngquist, Jody Anderson and, and Sadie Broekemeier

Staff Present: City Administrator Glenn Anderson, Administrative Services Director Natasha Segelstrom, Public Works Director Joe Kohlgraf, Parks and Recreation Coordinator Jeff Krie, Community Development Director Kirsten Faurie, North Country Bottle Shop Manager Julie Krone and Accountant Kelly Christianson.

**3. Adopt Agenda:** MOTION made by Shepard, seconded by Youngquist, and unanimously carried by the City Council to approve the agenda as presented.

**4. Consent Agenda:** MOTION made by Youngquist, seconded by Shepard, and unanimously carried to approve the consent agenda as presented.

a. City Council Work Session Meeting Minutes – March 19, 2024

b. City Council Meeting Minutes – March 19, 2024

c. Claims – March 2024

d. Gambling Permit – International Lions Club of Mora, Inc.

**5. Open Forum:** Jim Fischer of 701 Villa Drive spoke to the City Council about code enforcement for a residence on Villa Drive. Fischer asked when letters would be sent for cleanup and provided details to the neighboring property which had blight, unregistered vehicles and sought code enforcement.

**6. Public Hearings:** There were no public hearings.

**7. New Business**

a. **Mayoral Proclamation:** Mayor Mathison read a Mayoral Proclamation for Childcare Provider Appreciation Day recognizing childcare providers May 10, 2024. Mayor Mathison read a Mayoral Proclamation that declared Tootsie Roll Weekend April 26-27 and recognized the Mora Knights of Columbus statewide fundraiser.

b. **Schooley Mitchell Merchant Process Report:** Nick Veterano of Schooley Mitchell presented the merchant process report for credit card transactions at the North Country Bottle Shop. Veterano presented three options that would provide savings for the merchant process fees. Option A provided an annual savings of \$85,759.43. Option B with EVO provided a Cash Discount. The estimated annual savings with this option was \$162,410.86. A cash discount would be available for each transaction, and 3.8% customer discount rate that would be passed on to the customer. Option C provided an annual

savings of \$69,072.11. It was discussed removing the transaction fee from the North Country Bottle Shop ATM to provide an incentive for those who chose the cash discount option. MOTION made by Shepard, seconded by Youngquist, and approved to move forward with Option B EVO for merchant processing services. Motion passed 3-2. Opposed by Mayor Mathison and Councilmember Anderson.

- c. **Training Information Session Proposal:** Anderson brought forward a training request that would encompass a joint City Council and PUC meeting with John Graci where he would expand working within lines of authority. The intent was to provide the City Council and PUC with more information on Graci's coaching services which discuss and assess areas of improvement, interview employees who is being coached and discuss and assess areas of improvement. MOTION made by Youngquist, seconded by Shepard to approve the training information proposal with John Graci of Graci Leadership Solutions. The motion was approved 3-2 opposed by Councilmember Anderson and Councilmember Broekemeier. The training would occur in the fall.
- d. **Request for Airport Engineering Services:** Community Development Director Kirsten Faurie presented a request for proposal for statement of qualifications engineering services. Faurie explained the Federal Aviation Administration requires an update to the airport masterplan every five years and solicit a Statement of Qualifications for airport engineering services prior to initiating a contact to update the airport master plan. MOTINO made by Broekemeier, seconded by Anderson and unanimously carried to approve the request for statement of qualifications for engineering services.
- e. **Property Sale – Offer to City 313 1<sup>st</sup> Street:** Ryan Plonske spoke to the City Council to discuss a non-conforming lot that he purchased with the intent to construct a new home. Plonske explained that there was a power line directly over the home and this would not allow construction. The City Council tabled the discussion and directed staff to investigate the unique situation. MOTION made by Anderson, seconded by Shepard to table discussion and directed staff to look to find a solution for the property.

**8. Old Business:**

- a. **Project Update SEH:** City Engineer, Greg Anderson provided an update on the 9<sup>th</sup> Street Left Turn Lane Project. The contractor would commence the project the week of April 29<sup>th</sup>. The Snake River Bike Trail Extension was 99% complete and pending a spring walk through with public works. Mora Lake Outlet Pipe and Maple Reconstruction project discussions were moving forward and projected in 2025.
- b. **Transportation Alternative Grant Wood Street SLA Design:** Greg Anderson provided details to the Transportation Alternative Grant and upcoming grant funding in federal fiscal year 2026. The \$393,600 grant would be used for a new pedestrian trail along Wood Street for alignment. Anderson brought forward engineering services that would perform a topographic survey of the project area, a draft of the approximate right of way based on the survey and a complete environmental review and documentation for

the project. Assumptions for the project were presented to the council and the proposed schedule would take place May/June 2024 and the Project Memorandum and Environmental Documentation to MnDOT would take place by December 2024. Compensation for the services identified in the scope of the work will be made on an hourly basis plus cost of reimbursable expenses. Total compensation will not exceed \$29,800 without prior authorization. MOTION made by Broekemeier, seconded by Anderson and unanimously carried to approve the Wood Street Design and Supplemental Letter Agreement.

- c. Cannabis Ordinance Discussion:** Segelstrom brought forward discussion for a Cannabis Ordinance that would regulate in public places and explained that Kanabec County's Cannabis Ordinance went into effect on April 1, 2024. If the intent were to mirror the County ordinance, the City would have to hold a Public Hearing prior to adoption.

**9. Communications:** The City Council Reviewed the monthly communications.

- a. KCSO Monthly Report – March 2024
- b. EDA Meeting Minutes – March 2024
- c. Planning Commission Meeting Minutes – April 2024
- d. Quarterly Financial Report – 2023 Quarter 4

**10. Board / Commission / Committee Reports**

- a. Councilmember Anderson: Ongoing conversations with industrial park land sale. Summarized Planning Commission Conditional Use Permit.
- b. Councilmember Broekemeier: Thanked staff members and asked about swim lesson sign up.
- c. Councilmember Shepard: Concern presented that dog owners were not picking up fecal matter for their pets at the dog park.
- d. Councilmember Youngquist: Nothing new to report.
- e. Mayor Mathison: Nothing new to report.
- f. City Administrator Glenn Anderson: Upcoming MnDOT Corridor Study work session May 21<sup>st</sup> at 5pm. Pine Tech lease termination on 6/30/2024.

**11. Adjournment:** MOTION to adjourn by Shepard, seconded by Youngquist, and unanimously carried to adjourn the meeting at 8:38 PM.

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Mayor

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City Clerk

Special City Council Meeting Minutes  
April 30, 2024

Pursuant to due call and notice thereof Mayor Jake Mathison order meeting of the Mora City Council at 5:00 pm on Tuesday, April 30, 2024 in the City Hall council chambers.

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

**2. Roll Call:**

City Council Present: Mayor Jake Mathison, Dave Youngquist, Jody Anderson and, Sadie Broekemeier

Absent: Kyle Shepard

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

**3. Interfund Transfer – Resolution No. 2024-420**

Kelly Christianson presented an interfund transfer request for fiscal year 2023. It was identified that the American Rescue Plan Act to the Snake River Trail Project Fund was identified. This had not been included in the previously approved 2023 budget transfers or the 2023 adopted budget. Motion made by Anderson, seconded by Broekemeier, and unanimously carried to approve the accompanying resolution to transfer monies from the American Rescue Plan (ARP) Fund (290) to the Snake River Trail Project 2022 Fund (457), as presented.

**4. Adjournment:** MOTION to adjourn by Broekemeier, seconded by Youngquist, and unanimously carried to adjourn the meeting at 5:05 PM.

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Mayor

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City Clerk



Pursuant to due call and notice thereof Mayor Jake Mathison order meeting of the Mora City Council at 7:00 pm on Tuesday, May 14, 2024 in the City Hall council chambers.

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

**2. Roll Call:**

City Council Present: Mayor Jake Mathison, Jody Anderson, Dave Youngquist and Kyle Shepard  
Absent: Sadie Broekemeier

Staff Present: City Administrator Glenn Anderson and Administrative Services Director Natasha Segelstrom

**3. Adopt Agenda** – MOTION was made by Shepard, seconded by Anderson, and unanimously carried to approve the agenda as presented.

**4. Open Forum** – No one spoke at open forum.

**5. Public Hearing:**

Proposed Ordinance to Regulate Cannabis and Cannabis Derived Products in Public Spaces

Mayor Mathison commenced the public hearing and invited members of the public to speak on the proposed ordinance to Regulate Cannabis and Cannabis Derived Products in Public Spaces. Segelstrom explained that she had not been contacted by members of the public or received any written communication from members of the community.

Kathy Burski from Kanabec County Public Health spoke to the City Council. Burski explained that youth are vulnerable to the effects of cannabis and are at a greater risk without having regulations in place. Studies have shown lower educational attainment and the earlier youth initiates use of substance, the greater risk of addiction. Burski explained that as a community, there are measures that could be taken to delay or prevent the use. By passing ordinances to restrict the use in public places and create a community norm that most people do not use these substances it shows that the city council care about protecting youth and better health for the community.

Kanabec County Sheriff Brian Smith agreed with Burski's support of the proposed ordinance and explained that by having an ordinance in place, it could be to assist with any unwanted behavior in the community.

There were no additional comments during the public hearing.

MOTION made by Anderson, seconded by Shepard, and unanimously carried to close the Public Hearing at 7:15PM.

Special City Council Meeting Minutes  
May 14, 2024

The City Council discussed the proposed ordinance and that it mirrored Kanabec County's. Councilmember Anderson expressed reservations with adopting an ordinance specifically for cannabis use when the current tobacco and alcohol city code provide more guidance for the use and would need to be revised to address cannabis use.

Further discussion took place on the impact on local businesses and use in public.

The consensus was that an ordinance would be needed to assist.

- 6. Adjournment:** MOTION to adjourn by Shepard, seconded by Youngquist, and unanimously carried to adjourn the meeting at 7:34 PM.

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Mayor

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City Clerk

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

05/16/24 11:10 AM

Page 1

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
001672 TSYS						
001672	TSYS	LIQUOR FUND	LIQUOR STOR	Payment Processin	LIQ STORE CREDIT CARD	\$13,523.73
001672 TSYS						\$13,523.73
001674 MORA MUNICIPAL UTILITIES						
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Electricity	UTILITIES	\$400.63
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Water	UTILITIES	\$58.89
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Sewer	UTILITIES	\$42.06
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Storm Water	UTILITIES	\$14.38
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Electricity	UTILITIES	\$397.28
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Water	UTILITIES	\$41.13
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Sewer	UTILITIES	\$50.86
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Storm Water	UTILITIES	\$14.38
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	STREETS	Electricity	UTILITIES	\$127.54
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	STREET LIGH	Electricity	UTILITIES	\$2,710.81
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Sewer	UTILITIES	\$33.26
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Storm Water	UTILITIES	\$26.49
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Water	UTILITIES	\$29.85
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Electricity	UTILITIES	\$505.87
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Storm Water	UTILITIES	\$17.42
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Electricity	UTILITIES	\$88.94
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Water	UTILITIES	\$0.00
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Sewer	UTILITIES	\$0.00
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Electricity	UTILITIES	\$0.00
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Storm Water	UTILITIES	\$41.64
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Electricity	UTILITIES	\$188.85
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Storm Water	UTILITIES	\$108.22
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Insurance	UTILITIES	-\$108.22
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Insurance	UTILITIES	\$108.22
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Water	UTILITIES	\$60.39
001674	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Sewer	UTILITIES	\$66.52
001674	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Water	UTILITIES	\$48.51
001674	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Sewer	UTILITIES	\$59.66
001674	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Electricity	UTILITIES	\$414.76
001674	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Storm Water	UTILITIES	\$0.00
001674	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Storm Water	UTILITIES	\$20.76
001674	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Electricity	UTILITIES	\$17.08
001674	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Water	UTILITIES	\$0.81
001674	MORA MUNICIPAL UTILIT	DOWNTOWN-F	CAPITAL PROJ	Capital Outlay	UTILITIES	\$14.38
001674	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Water	UTILITIES	\$41.92
001674	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Sewer	UTILITIES	\$42.06
001674	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Storm Water	UTILITIES	\$18.93
001674 MORA MUNICIPAL UTILITIES						\$5,704.28
001676 REVTRAK						
001676	REVTRAK	GENERAL FUN	AQUATIC CEN	Payment Processin	MAC CREDIT CARD SERV	\$9.95
001676	REVTRAK	GENERAL FUN	AQUATIC CEN	Payment Processin	MAC CREDIT CARD TRAN	\$0.00
001676 REVTRAK						\$9.95
001677 TSYS						
001677	TSYS	LIQUOR FUND	LIQUOR STOR	Rentals	MONTHLY CREDIT CARD	\$80.37
001677 TSYS						\$80.37
001679 MN DEPT OF REVENUE						

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

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
001679	MN DEPT OF REVENUE	LIQUOR FUND		Sales Tax Payable	SALES & USE TAX PYMT -	\$2.00
001679	MN DEPT OF REVENUE	LIQUOR FUND		Sales Tax Payable	SALES & USE TAX PYMT -	\$32,128.00
001679	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	SALES & USE TAX PYMT -	\$7.00
001679	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Telephone	SALES & USE TAX PYMT -	\$3.00
001679	MN DEPT OF REVENUE	LIQUOR FUND	LIQUOR STOR	Garbage Removal	SALES & USE TAX PYMT -	\$16.00
001679 MN DEPT OF REVENUE						\$32,156.00
001681 PERA - MN ST TREASURER						
001681	PERA - MN ST TREASURE	GENERAL FUN		PERA	RETIREMENT	\$11,923.61
001681 PERA - MN ST TREASURER						\$11,923.61
001682 MSRS						
001682	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,435.70
001682 MSRS						\$1,435.70
001683 MSRS						
001683	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$885.00
001683 MSRS						\$885.00
001684 MSRS						
001684	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$945.00
001684 MSRS						\$945.00
001685 TASC-TOTAL ADMIN SERVICE COOP						
001685	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$288.46
001685	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL CONTRIB	\$149.60
001685	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYER CONTR	\$1,100.00
001685	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYEE CONTR	\$1,300.76
001685 TASC-TOTAL ADMIN SERVICE COOP						\$2,838.82
001686 MN DEPT OF REVENUE						
001686	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE WITHHO	\$3,490.94
001686 MN DEPT OF REVENUE						\$3,490.94
001687 US TREASURY - IRS						
001687	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FED W/H	\$6,064.52
001687	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$10,133.90
001687	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$2,370.00
001687 US TREASURY - IRS						\$18,568.42
001688 PERA - MN ST TREASURER						
001688	PERA - MN ST TREASURE	GENERAL FUN		PERA	RETIREMENT	\$11,828.51
001688 PERA - MN ST TREASURER						\$11,828.51
001689 MSRS						
001689	MSRS	GENERAL FUN		Health Care Saving	HEALTH CARE SAVINGS	\$1,423.87
001689 MSRS						\$1,423.87
001690 MSRS						
001690	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP PLAN	\$885.00
001690 MSRS						\$885.00
001691 MSRS						
001691	MSRS	GENERAL FUN		Deferred Compens	DEFERRED COMP ROTH	\$945.00
001691 MSRS						\$945.00
001692 TASC-TOTAL ADMIN SERVICE COOP						

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

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
001692	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - DEPENDENT CARE	\$288.46
001692	TASC-TOTAL ADMIN SERV	GENERAL FUN		VEBA or HSA Contr	HSA - EMPLOYEE CONTR	\$1,300.76
001692	TASC-TOTAL ADMIN SERV	GENERAL FUN		Flexible Spending A	FSA - MEDICAL CONTRIB	\$149.60
001692	TASC-TOTAL ADMIN SERVICE COOP					\$1,738.82
001693	MN DEPT OF REVENUE					
001693	MN DEPT OF REVENUE	GENERAL FUN		State Withholding	PAYROLL STATE W/H	\$3,501.76
001693	MN DEPT OF REVENUE					\$3,501.76
001694	US TREASURY - IRS					
001694	US TREASURY - IRS	GENERAL FUN		Federal Withholdin	FEDERAL W/H	\$6,183.95
001694	US TREASURY - IRS	GENERAL FUN		FICA Tax Withholdi	SOCIAL SECURITY W/H	\$10,576.30
001694	US TREASURY - IRS	GENERAL FUN		Medicare	MEDICARE W/H	\$2,473.52
001694	US TREASURY - IRS					\$19,233.77
001695	HIBU					
001695	HIBU	LIQUOR FUND	LIQUOR STOR	Advertising	LIQUOR STORE WEBSITE	\$190.00
001695	HIBU					\$190.00
001696	NEIGHBORHOOD NATIONAL BANK					
001696	NEIGHBORHOOD NATION	LIQUOR FUND	LIQUOR STOR	Bad Debts/NSF Ch	MONTHLY RETURNED CH	\$10.00
001696	NEIGHBORHOOD NATIONAL BANK					\$10.00
001697	NEIGHBORHOOD NATIONAL BANK					
001697	NEIGHBORHOOD NATION	GENERAL FUN	BUILDING	Miscellaneous	BLDG PERMIT NSF CK CH	\$10.00
001697	NEIGHBORHOOD NATIONAL BANK					\$10.00
001698	TSYS					
001698	TSYS	LIQUOR FUND	LIQUOR STOR	Payment Processin	LIQ STORE CREDIT CARD	\$12,249.62
001698	TSYS					\$12,249.62
001700	MORA MUNICIPAL UTILITIES					
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Electricity	UTILITIES	\$391.94
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Storm Water	UTILITIES	\$14.38
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Sewer	UTILITIES	\$42.06
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	CITY HALL BU	Water	UTILITIES	\$58.89
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Water	UTILITIES	\$41.13
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Electricity	UTILITIES	\$418.97
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Storm Water	UTILITIES	\$14.38
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	LIBRARY BUIL	Sewer	UTILITIES	\$50.86
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	STREETS	Electricity	UTILITIES	\$117.13
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	STREET LIGH	Electricity	UTILITIES	\$2,598.75
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Sewer	UTILITIES	\$33.26
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Storm Water	UTILITIES	\$26.49
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Water	UTILITIES	\$29.85
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	GARAGE	Electricity	UTILITIES	\$419.10
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Electricity	UTILITIES	\$90.13
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	AQUATIC CEN	Storm Water	UTILITIES	\$17.42
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Storm Water	UTILITIES	\$41.64
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	PARKS	Electricity	UTILITIES	\$120.34
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Water	UTILITIES	\$60.39
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Sewer	UTILITIES	\$66.52
001700	MORA MUNICIPAL UTILIT	GENERAL FUN	AIRPORT	Storm Water	UTILITIES	\$108.22
001700	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Sewer	UTILITIES	\$42.06
001700	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Water	UTILITIES	\$37.23

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001700	MORA MUNICIPAL UTILIT	FIRE FUND	FIRE	Electricity	UTILITIES	\$341.00
001700	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Water	UTILITIES	\$0.81
001700	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Electricity	UTILITIES	\$17.19
001700	MORA MUNICIPAL UTILIT	CEMETERY FU	CEMETERY	Storm Water	UTILITIES	\$20.76
001700	MORA MUNICIPAL UTILIT	DOWNTOWN-F	CAPITAL PROJ	Capital Outlay	UTILITIES	\$14.38
001700	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Water	UTILITIES	\$35.87
001700	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Sewer	UTILITIES	\$33.26
001700	MORA MUNICIPAL UTILIT	LIQUOR FUND	LIQUOR STOR	Storm Water	UTILITIES	\$18.93
001700 MORA MUNICIPAL UTILITIES						\$5,323.34
001702 REVTRAK						
001702	REVTRAK	GENERAL FUN	AQUATIC CEN	Payment Processin	MAC CREDIT CARD SERV	\$9.95
001702	REVTRAK	GENERAL FUN	AQUATIC CEN	Payment Processin	MAC CREDIT CARD TRAN	\$1,777.89
001702 REVTRAK						\$1,787.84
061922 EQUITABLE FINANCIAL						
061922	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$35.00
061922 EQUITABLE FINANCIAL						\$35.00
061923 MISSIONSQUARE						
061923	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ 457b	\$85.00
061923	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ ROTH IRA	\$100.00
061923 MISSIONSQUARE						\$185.00
061924 MN CHILD SUPPORT PAYMENT CENTR						
061924	MN CHILD SUPPORT PAY	GENERAL FUN		Child Support Pay	Remittance ID 00125330	\$262.11
061924 MN CHILD SUPPORT PAYMENT CENTR						\$262.11
061925 AFSCME						
061925	AFSCME	GENERAL FUN		Union Dues-AFSCM	UNION DUES - AFSCME	\$622.08
061925 AFSCME						\$622.08
061926 AMAZON CAPITAL SERVICES						
061926	AMAZON CAPITAL SERVIC	GENERAL FUN	HUMAN RESO	Office Supplies	ENVELOPES	\$12.09
061926	AMAZON CAPITAL SERVIC	GENERAL FUN	CITY HALL BU	Other Operating Su	PAPER TOWELS	\$35.49
061926	AMAZON CAPITAL SERVIC	GENERAL FUN	GARAGE	Office Supplies	PRINTER INK CARTRIDG	\$77.04
061926	AMAZON CAPITAL SERVIC	GENERAL FUN	AQUATIC CEN	Other Operating Su	TP	\$169.90
061926	AMAZON CAPITAL SERVIC	GENERAL FUN	AQUATIC CEN	Cleaning Supplies	DISH SOAP & GLOVES	\$80.72
061926	AMAZON CAPITAL SERVIC	GENERAL FUN	PARKS	Repair/Maint - Bldg	PET WASTE ROLL BAGS	\$96.97
061926	AMAZON CAPITAL SERVIC	FIRE FUND	FIRE	Capital Outlay	NIPPLE THREAD ADAPTE	\$44.35
061926	AMAZON CAPITAL SERVIC	FIRE FUND	FIRE	Repair/Maint - Bldg	NIPPLE THREAD ADAPTE	\$44.35
061926	AMAZON CAPITAL SERVIC	FIRE FUND	FIRE	Repair/Maint - Bldg	PUMP ADAPTER (WAS RE	\$214.37
061926 AMAZON CAPITAL SERVICES						\$775.28
061927 BELLBOY CORPORATION						
061927	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$219.63
061927	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$2,677.44
061927 BELLBOY CORPORATION						\$2,897.07
061928 BERNICK COMPANIES						
061928	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$385.00
061928	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$13,697.22
061928	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$360.47
061928 BERNICK COMPANIES						\$14,442.69
061929 BREAKTHRU BEVERAGE						

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061929	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$616.00
061929	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$290.07
061929	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,073.15
061929 BREAKTHRU BEVERAGE						\$7,979.22
061930 C & L DISTRIBUTING						
061930	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$911.75
061930	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$74.00
061930 C & L DISTRIBUTING						\$985.75
061931 DAHLHEIMER DIST CO						
061931	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$612.80
061931	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$16,912.15
061931	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$1,240.00
061931 DAHLHEIMER DIST CO						\$18,764.95
061932 HEGGERNES, ROB						
061932	HEGGERNES, ROB	GENERAL FUN	HUMAN RESO	Recognition/Wellne	WELIA MEMBERSHIP REI	\$25.00
061932 HEGGERNES, ROB						\$25.00
061933 JOHNSON BROTHERS LIQUOR						
061933	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,923.98
061933	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$3,813.56
061933	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$193.10
061933 JOHNSON BROTHERS LIQUOR						\$5,930.64
061935 LEAGUE OF MN CITIES INS TRUST WC						
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	MAYOR & CO	Workers Comp Ins	2023 WORK COMP AUDI	\$13.68
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	ADMINISTRAT	Workers Comp Ins	2023 WORK COMP AUDI	\$101.39
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	FINANCE	Workers Comp Ins	2023 WORK COMP AUDI	\$104.65
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	PLANNING &	Workers Comp Ins	2023 WORK COMP AUDI	\$77.96
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	CITY HALL BU	Workers Comp Ins	2023 WORK COMP AUDI	\$30.96
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	LIBRARY BUIL	Workers Comp Ins	2023 WORK COMP AUDI	\$24.45
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	BUILDING	Workers Comp Ins	2023 WORK COMP AUDI	\$80.65
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	STREETS	Workers Comp Ins	2023 WORK COMP AUDI	\$1,830.06
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	ICE & SNOW	Workers Comp Ins	2023 WORK COMP AUDI	\$177.67
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	GARAGE	Workers Comp Ins	2023 WORK COMP AUDI	\$2.92
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	AQUATIC CEN	Workers Comp Ins	2023 WORK COMP AUDI	\$1,264.42
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	PARKS	Workers Comp Ins	2023 WORK COMP AUDI	\$879.70
061935	LEAGUE OF MN CITIES IN	GENERAL FUN	AIRPORT	Workers Comp Ins	2023 WORK COMP AUDI	\$361.61
061935	LEAGUE OF MN CITIES IN	STORM WATER	STORM WATE	Workers Comp Ins	2023 WORK COMP AUDI	\$217.37
061935	LEAGUE OF MN CITIES IN	FIRE FUND	FIRE	Workers Comp Ins	2023 WORK COMP AUDI	\$3,030.10
061935	LEAGUE OF MN CITIES IN	CEMETERY FU	CEMETERY	Workers Comp Ins	2023 WORK COMP AUDI	\$266.83
061935	LEAGUE OF MN CITIES IN	LIQUOR FUND	LIQUOR STOR	Workers Comp Ins	2023 WORK COMP AUDI	\$1,763.54
061935 LEAGUE OF MN CITIES INS TRUST WC						\$10,227.96
061936 MCDONALD DIST CO						
061936	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$294.45
061936	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$32,546.45
061936	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$3,097.68
061936	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$1,151.50
061936 MCDONALD DIST CO						\$37,090.08
061937 MIDCO						
061937	MIDCO	GENERAL FUN	INFORMATIO	Telephone	INTERNET	\$95.56

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061937	MIDCO	GENERAL FUN	CITY HALL BU	Telephone	PHONE/INTERNET	\$724.70
061937	MIDCO	GENERAL FUN	STREETS	Telephone	PHONE/INTERNET	\$110.10
061937	MIDCO	GENERAL FUN	AQUATIC CEN	Telephone	PHONE/INTERNET	\$7.34
061937	MIDCO	FIRE FUND	FIRE	Telephone	INTERNET	\$75.39
061937	MIDCO	LIQUOR FUND	LIQUOR STOR	Telephone	PHONE/INTERNET	\$390.37
061937 MIDCO						\$1,403.46
061938 MN PEIP						
061938	MN PEIP	GENERAL FUN		Group Health Insur	MAY 2024 GROUP HEALT	\$26,243.38
061938 MN PEIP						\$26,243.38
061939 MN UNEMPLOYMENT INS FUND						
061939	MN UNEMPLOYMENT INS	GENERAL FUN	AQUATIC CEN	Unemployment Be	UNEMPLOYMENT BENEFI	\$73.00
061939	MN UNEMPLOYMENT INS	FIRE FUND	FIRE	Unemployment Be	UNEMPLOYMENT BENEFI	\$66.76
061939 MN UNEMPLOYMENT INS FUND						\$139.76
061940 PAUSTIS WINE COMPANY						
061940	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,013.00
061940 PAUSTIS WINE COMPANY						\$2,013.00
061941 PHILLIPS WINE & SPIRITS						
061941	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$9,445.89
061941	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$33.92
061941	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,028.47
061941 PHILLIPS WINE & SPIRITS						\$10,508.28
061942 QUADIENT FINANCE USA, INC						
061942	QUADIENT FINANCE USA,	GENERAL FUN	FINANCE	Postage	REFILL POSTAGE MACHI	\$375.00
061942	QUADIENT FINANCE USA,	GENERAL FUN	HUMAN RESO	Postage	REFILL POSTAGE MACHI	\$225.00
061942	QUADIENT FINANCE USA,	FIRE FUND	FIRE	Postage	REFILL POSTAGE MACHI	\$120.00
061942	QUADIENT FINANCE USA,	LIQUOR FUND	LIQUOR STOR	Postage	REFILL POSTAGE MACHI	\$105.00
061942 QUADIENT FINANCE USA, INC						\$825.00
061943 SEH						
061943	SEH	GENERAL FUN	PLANNING &	Professional Servic	FOX RUN PLATTING, ADU	\$270.00
061943	SEH	HWY 65 & 9TH	CAPITAL PROJ	Professional Servic	TH65 CORRIDOR MTG W	\$325.50
061943 SEH						\$595.50
061944 SOUTHERN GLAZERS OF MN						
061944	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,132.17
061944	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$5,379.42
061944 SOUTHERN GLAZERS OF MN						\$7,511.59
061945 SPECTRUM SUPPLY						
061945	SPECTRUM SUPPLY	LIQUOR FUND	LIQUOR STOR	Off-Sale Supplies	BAGS	\$57.94
061945 SPECTRUM SUPPLY						\$57.94
061947 TOTAL REGISTER SYSTEMS INC						
061947	TOTAL REGISTER SYSTEM	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	WIFI ROUTER	\$386.15
061947 TOTAL REGISTER SYSTEMS INC						\$386.15
061948 VERIZON WIRELESS						
061948	VERIZON WIRELESS	GENERAL FUN	PLANNING &	Telephone	CELL	\$28.87
061948	VERIZON WIRELESS	GENERAL FUN	CITY HALL BU	Telephone	CELL	\$4.12
061948	VERIZON WIRELESS	GENERAL FUN	BUILDING	Telephone	CELL	\$45.34
061948	VERIZON WIRELESS	GENERAL FUN	STREETS	Telephone	CELL/IPAD	\$95.06



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061948	VERIZON WIRELESS	GENERAL FUN	AQUATIC CEN	Telephone	CELL	\$28.85
061948	VERIZON WIRELESS	GENERAL FUN	PARKS	Telephone	CELL/IPAD	\$38.25
061948	VERIZON WIRELESS	GENERAL FUN	AIRPORT	Telephone	CELL	\$8.19
061948	VERIZON WIRELESS	STORM WATER	STORM WATE	Telephone	CELL/IPAD	\$19.81
061948	VERIZON WIRELESS	CEMETERY FU	CEMETERY	Telephone	CELL/IPAD	\$8.19
061948	VERIZON WIRELESS	LIQUOR FUND	LIQUOR STOR	Telephone	CELL	\$41.49
061948 VERIZON WIRELESS						\$318.17
061949 VINOCOPIA, INC						
061949	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,231.40
061949	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$403.11
061949 VINOCOPIA, INC						\$1,634.51
061950 WINE MERCHANTS						
061950	WINE MERCHANTS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$318.36
061950 WINE MERCHANTS						\$318.36
061951 AMERICAN LEGAL PUBLISHING CORP						
061951	AMERICAN LEGAL PUBLIS	GENERAL FUN	LEGAL	Professional Servic	2024-2025 INTERNET RE	\$500.00
061951 AMERICAN LEGAL PUBLISHING CORP						\$500.00
061952 BRIANS INSULATION INC						
061952	BRIANS INSULATION INC	GENERAL FUN	DEPOT BUILD	Capital Outlay	VASA BLDG ATTIC INSUL	\$6,510.00
061952 BRIANS INSULATION INC						\$6,510.00
061953 DE LAGE LANDEN FINANCIAL SERV						
061953	DE LAGE LANDEN FINANC	GENERAL FUN	INFORMATIO	Rentals	COPIER LEASE	\$179.55
061953 DE LAGE LANDEN FINANCIAL SERV						\$179.55
061954 DEARBORN LIFE INSURANCE CO						
061954	DEARBORN LIFE INSURAN	GENERAL FUN		Life Insurance	MAY 2024 GROUP LIFE I	\$360.10
061954 DEARBORN LIFE INSURANCE CO						\$360.10
061956 DSC COMMUNICATIONS-GRANITE ELECTRON						
061956	DSC COMMUNICATIONS-G	FIRE FUND	FIRE	Capital Outlay	PROGRAM & UPDATE PR	\$99.50
061956 DSC COMMUNICATIONS-GRANITE ELECTRON						\$99.50
061957 EMMAS PIZZA						
061957	EMMAS PIZZA	GENERAL FUN	MAYOR & CO	Miscellaneous	WORK SESSION MEAL	\$50.00
061957 EMMAS PIZZA						\$50.00
061958 GROUP HEALTH NON-PATIENT A/R						
061958	GROUP HEALTH NON-PAT	GENERAL FUN	HUMAN RESO	Professional Servic	NON-MEMBER EAP FEES	\$99.00
061958 GROUP HEALTH NON-PATIENT A/R						\$99.00
061959 KANABEC CO AUDITOR/TREASURER						
061959	KANABEC CO AUDITOR/T	GENERAL FUN	MAYOR & CO	Miscellaneous	100 UNION ST TAX SPLIT	\$30.00
061959 KANABEC CO AUDITOR/TREASURER						\$30.00
061960 MN COUNCIL OF AIRPORTS (MCOA)						
061960	MN COUNCIL OF AIRPORT	GENERAL FUN	AIRPORT	Dues & Subscriptio	KOHLGRAF/YODER MEMB	\$150.00
061960 MN COUNCIL OF AIRPORTS (MCOA)						\$150.00
061962 MN MUNICIPAL UTILITIES ASSN						
061962	MN MUNICIPAL UTILITIES	GENERAL FUN	HUMAN RESO	Professional Servic	POST ACCIDENT DRUG T	\$82.50
061962 MN MUNICIPAL UTILITIES ASSN						\$82.50

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061964	NEO ELECTRICAL SOLUTIONS LLC					
061964	NEO ELECTRICAL SOLUTI	GENERAL FUN	AIRPORT	Repair/Maint - Bldg	PAPPI PARTS	\$53.49
061964	NEO ELECTRICAL SOLUTIONS LLC					\$53.49
061965	RJ MECHANICAL INC					
061965	RJ MECHANICAL INC	FIRE FUND	FIRE	Repair/Maint - Bldg	PIPE, FITTINGS, NIPPLES	\$263.35
061965	RJ MECHANICAL INC					\$263.35
061966	TASC-TOTAL ADMIN SERVICE COOP					
061966	TASC-TOTAL ADMIN SERV	GENERAL FUN	HUMAN RESO	Professional Servic	JUNE 2024 HSA & FSA PA	\$39.62
061966	TASC-TOTAL ADMIN SERVICE COOP					\$39.62
061967	EQUITABLE FINANCIAL					
061967	EQUITABLE FINANCIAL	GENERAL FUN		The Equitable - Def	THE EQUITABLE	\$35.00
061967	EQUITABLE FINANCIAL					\$35.00
061968	MISSIONSQUARE					
061968	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ 457b	\$85.00
061968	MISSIONSQUARE	GENERAL FUN		ICMA	MISSION SQ ROTH IRA	\$100.00
061968	MISSIONSQUARE					\$185.00
061969	MN CHILD SUPPORT PAYMENT CENTR					
061969	MN CHILD SUPPORT PAY	GENERAL FUN		Child Support Pay	Remittance ID 00125330	\$262.11
061969	MN CHILD SUPPORT PAYMENT CENTR					\$262.11
061970	ARTISAN BEER CO					
061970	ARTISAN BEER CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$323.00
061970	ARTISAN BEER CO					\$323.00
061971	BELLBOY CORPORATION					
061971	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$120.00
061971	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$5,176.00
061971	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	MISC	\$469.00
061971	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$1,662.00
061971	BELLBOY CORPORATION					\$7,427.00
061972	BERNICK COMPANIES					
061972	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$2,453.50
061972	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$14,170.75
061972	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$363.64
061972	BERNICK COMPANIES					\$16,987.89
061974	BREAKTHRU BEVERAGE					
061974	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$186.42
061974	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$8,961.42
061974	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$439.16
061974	BREAKTHRU BEVERAGE					\$9,587.00
061975	C & L DISTRIBUTING					
061975	C & L DISTRIBUTING	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$701.35
061975	C & L DISTRIBUTING					\$701.35
061976	DAHLHEIMER DIST CO					
061976	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$574.60
061976	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$846.00
061976	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$24,692.05

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061976	DAHLHEIMER DIST CO					\$26,112.65
061977	DELTA DENTAL					
061977	DELTA DENTAL	GENERAL FUN		Delta Dental	MAY 2024 GROUP DENTA	\$1,293.20
061977	DELTA DENTAL					\$1,293.20
061978	FORESTEDGE WINERY					
061978	FORESTEDGE WINERY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$230.00
061978	FORESTEDGE WINERY					\$230.00
061979	FREDDIES					
061979	FREDDIES	LIQUOR FUND	LIQUOR STOR	Wine Club Expense	WINE TASTING CHEESE	\$94.03
061979	FREDDIES					\$94.03
061982	JOHNSON BROTHERS LIQUOR					
061982	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,791.94
061982	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$7,059.32
061982	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$77.96
061982	JOHNSON BROTHERS LIQUOR					\$8,929.22
061983	KIESER, DANIELLE					
061983	KIESER, DANIELLE	GENERAL FUN	HUMAN RESO	Recognition/Wellne	EMPL RECOGNITION DIN	\$67.36
061983	KIESER, DANIELLE	LIQUOR FUND	LIQUOR STOR	Meetings, Training,	MILEAGE TO MMBA ANNL	\$101.60
061983	KIESER, DANIELLE					\$168.96
061989	MCDONALD DIST CO					
061989	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$366.80
061989	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$19,419.47
061989	MCDONALD DIST CO					\$19,786.27
061990	MIDWAY FORD					
061990	MIDWAY FORD	GENERAL FUN	PARKS	Capital Outlay	2024 FORD F250 - PARK	\$48,704.38
061990	MIDWAY FORD					\$48,704.38
061992	MOOSE LAKE BREWING CO					
061992	MOOSE LAKE BREWING C	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$69.00
061992	MOOSE LAKE BREWING CO					\$69.00
061993	NORTHERN HOLLOW WINERY, LLC					
061993	NORTHERN HOLLOW WIN	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$144.00
061993	NORTHERN HOLLOW WINERY, LLC					\$144.00
061994	PAUSTIS WINE COMPANY					
061994	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$726.00
061994	PAUSTIS WINE COMPANY	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$240.00
061994	PAUSTIS WINE COMPANY					\$966.00
061996	PHILLIPS WINE & SPIRITS					
061996	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,366.04
061996	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$5,524.03
061996	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$435.64
061996	PHILLIPS WINE & SPIRITS					\$8,325.71
061997	RJ MECHANICAL INC					
061997	RJ MECHANICAL INC	GENERAL FUN	LIBRARY BUIL	Capital Outlay	ELKAY WATER COOLER I	\$3,660.00
061997	RJ MECHANICAL INC					\$3,660.00

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061999 SOUTHERN GLAZERS OF MN						
061999	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$10,592.07
061999	SOUTHERN GLAZERS OF	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,884.81
061999 SOUTHERN GLAZERS OF MN						
						\$13,476.88
062001 VINOCOPIA, INC						
062001	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,365.43
062001	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$655.72
062001	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$258.00
062001	VINOCOPIA, INC	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$162.56
062001 VINOCOPIA, INC						
						\$2,441.71
062002 WELIA HEALTH						
062002	WELIA HEALTH	GENERAL FUN	HUMAN RESO	Professional Servic	LAB TESTING - STREET	\$88.20
062002	WELIA HEALTH	GENERAL FUN	HUMAN RESO	Professional Servic	LAB TESTING - ELECT	\$44.10
062002 WELIA HEALTH						
						\$132.30
062003 WOODEN CROWN COMPANY						
062003	WOODEN CROWN COMPA	GENERAL FUN	STREETS	Repair/Maint - Bldg	VEHICLE LOGO STICKER	\$50.00
062003 WOODEN CROWN COMPANY						
						\$50.00
062004 YODER, MANDI						
062004	YODER, MANDI	GENERAL FUN	HUMAN RESO	Meetings, Training,	SAFETY & LOSS CONTRO	\$77.34
062004 YODER, MANDI						
						\$77.34
062005 KANABEC CO AUDITOR/TREASURER						
062005	KANABEC CO AUDITOR/T	GENERAL FUN	AIRPORT	Property Tax Expe	2024 PROPERTY TAXES -	\$2,300.00
062005	KANABEC CO AUDITOR/T	GENERAL FUN	AIRPORT	Property Tax Expe	2024 PROPERTY TAXES -	\$152.00
062005	KANABEC CO AUDITOR/T	GENERAL FUN	AIRPORT	Property Tax Expe	2024 PROPERTY TAXES -	\$564.00
062005	KANABEC CO AUDITOR/T	LIQUOR FUND	LIQUOR STOR	Property Tax Expe	2024 PROPERTY TAXES -	\$9,804.97
062005 KANABEC CO AUDITOR/TREASURER						
						\$12,820.97
062006 ABLE HOSE & RUBBER INC						
062006	ABLE HOSE & RUBBER IN	FIRE FUND	FIRE	Repair/Maint - Bldg	FITTINGS/HOSE ATTACH	\$385.26
062006 ABLE HOSE & RUBBER INC						
						\$385.26
062007 AMAZON CAPITAL SERVICES						
062007	AMAZON CAPITAL SERVIC	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	CONCRETE ANCHORS	\$33.91
062007	AMAZON CAPITAL SERVIC	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	HEX HEAD, SCREW ANCH	\$50.99
062007	AMAZON CAPITAL SERVIC	GENERAL FUN	PARKS	Small Tools & Equi	PICKLEBALL PADDLES &	\$135.58
062007	AMAZON CAPITAL SERVIC	FIRE FUND	FIRE	Repair/Maint - Bldg	PORTABLE PUMP PARTS	\$164.22
062007	AMAZON CAPITAL SERVIC	FIRE FUND	FIRE	Repair/Maint - Bldg	PORTABLE PUMP PARTS	\$55.69
062007	AMAZON CAPITAL SERVIC	LIQUOR FUND	LIQUOR STOR	Cleaning Supplies	CARPET SWEEPER	\$25.99
062007	AMAZON CAPITAL SERVIC	LIQUOR FUND	LIQUOR STOR	Office Supplies	CLEAR DESK PAD MAT	\$28.99
062007 AMAZON CAPITAL SERVICES						
						\$495.37
062008 ARK CONSTRUCTION LLC						
062008	ARK CONSTRUCTION LLC	SMALL CITIES	SCDP REHABI	Contract Services	SCDP - KNUDSEN	\$24,055.00
062008 ARK CONSTRUCTION LLC						
						\$24,055.00
062010 BELLBOY CORPORATION						
062010	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$3,287.48
062010	BELLBOY CORPORATION	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$234.00
062010 BELLBOY CORPORATION						
						\$3,521.48
062011 BERNICK COMPANIES						

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062011	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$3,333.53
062011	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$155.04
062011	BERNICK COMPANIES	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$256.00
062011 BERNICK COMPANIES						\$3,744.57
062012 BREAKTHRU BEVERAGE						
062012	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$248.00
062012	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$1,493.29
062012	BREAKTHRU BEVERAGE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$22.59
062012 BREAKTHRU BEVERAGE						\$1,763.88
062014 CENTRAL MN HOUSING PARTNERSHIP						
062014	CENTRAL MN HOUSING P	SMALL CITIES	SCDP REHABI	Contract Services	SCDP ADMIN FEE	\$5,181.55
062014 CENTRAL MN HOUSING PARTNERSHIP						\$5,181.55
062015 DAHLHEIMER DIST CO						
062015	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$14,443.45
062015	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$486.00
062015	DAHLHEIMER DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	THC	\$276.00
062015 DAHLHEIMER DIST CO						\$15,205.45
062016 DKN CONSTRUCTION LLC						
062016	DKN CONSTRUCTION LLC	SMALL CITIES	SCDP REHABI	Contract Services	SCDP - MCNALLY/YOUNG	\$13,917.00
062016 DKN CONSTRUCTION LLC						\$13,917.00
062017 INDIAN ISLAND WINERY						
062017	INDIAN ISLAND WINERY	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$146.40
062017 INDIAN ISLAND WINERY						\$146.40
062018 JOHNSON BROTHERS LIQUOR						
062018	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$1,158.72
062018	JOHNSON BROTHERS LIQ	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$2,931.01
062018 JOHNSON BROTHERS LIQUOR						\$4,089.73
062019 PHILLIPS WINE & SPIRITS						
062019	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	WINE	\$2,192.68
062019	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$4,002.00
062019	PHILLIPS WINE & SPIRITS	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$488.75
062019 PHILLIPS WINE & SPIRITS						\$6,683.43
062021 RJ MECHANICAL INC						
062021	RJ MECHANICAL INC	FIRE FUND	FIRE	Repair/Maint - Bldg	REPLACE FILTERS & CON	\$3,964.86
062021 RJ MECHANICAL INC						\$3,964.86
062022 CENTURYLINK						
062022	CENTURYLINK	GENERAL FUN	AIRPORT	Telephone	A/D BLDG PHONE	\$58.96
062022	CENTURYLINK	GENERAL FUN	AIRPORT	Telephone	FUEL PHONE	\$65.12
062022 CENTURYLINK						\$124.08
062023 CITY OF MORA - PETTY CASH						
062023	CITY OF MORA - PETTY C	GENERAL FUN	PLANNING &	Professional Servic	REPLENISH PETTY CASH-	\$46.00
062023	CITY OF MORA - PETTY C	GENERAL FUN	PLANNING &	Postage	REPLENISH PETTY CASH-	\$8.73
062023 CITY OF MORA - PETTY CASH						\$54.73
062024 ELAN FINANCIAL SERVICES						
062024	ELAN FINANCIAL SERVICE	GENERAL FUN		Surcharge - Buildin	BLDG PERMIT SURCHAR	\$298.00

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062024	ELAN FINANCIAL SERVICE	GENERAL FUN	ADMINISTRAT	Meetings, Training,	2024 LMC ANNL CONF RE	\$425.00
062024	ELAN FINANCIAL SERVICE	GENERAL FUN	ADMINISTRAT	Meetings, Training,	2024 LMC CONF CANCEL	-\$425.00
062024	ELAN FINANCIAL SERVICE	GENERAL FUN	ADMINISTRAT	Meetings, Training,	ANNL CONF CANCELLATI	\$50.00
062024	ELAN FINANCIAL SERVICE	GENERAL FUN	ADMINISTRAT	Meetings, Training,	SAFETY & LOSS CONTRO	\$20.00
062024	ELAN FINANCIAL SERVICE	GENERAL FUN	FINANCE	Meetings, Training,	MN MUNICIPAL CLERK R	\$360.00
062024	ELAN FINANCIAL SERVICE	GENERAL FUN	HUMAN RESO	Recognition/Wellne	EE RECOG DINNER MEAL	\$335.11
062024	ELAN FINANCIAL SERVICE	GENERAL FUN	HUMAN RESO	Meetings, Training,	GASLIGHTING COURSE -	\$60.00
062024	ELAN FINANCIAL SERVICE	GENERAL FUN	PLANNING &	Meetings, Training,	2024 LMC CONF REG - F	\$213.50
062024	ELAN FINANCIAL SERVICE	GENERAL FUN	LIBRARY BUIL	Repair/Maint - Bldg	WATER HEATER FOR LIB	\$420.60
062024	ELAN FINANCIAL SERVICE	GENERAL FUN	BUILDING	Meetings, Training,	2024 LMC CONF REG - F	\$30.50
062024 ELAN FINANCIAL SERVICES						\$1,787.71
062025 FIRE INSTRCTN RESCUE EDUCATION						
062025	FIRE INSTRCTN RESCUE E	FIRE FUND	FIRE	Meetings, Training,	AUTO EXTRICATION TRA	\$900.00
062025 FIRE INSTRCTN RESCUE EDUCATION						\$900.00
062026 MCDONALD DIST CO						
062026	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	RETURN OF THC	-\$44.07
062026	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$63.85
062026	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$16,185.79
062026	MCDONALD DIST CO	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	LIQ	\$90.68
062026 MCDONALD DIST CO						\$16,296.25
062027 MIDCO						
062027	MIDCO	GENERAL FUN	INFORMATIO	Telephone	INTERNET	\$93.39
062027	MIDCO	GENERAL FUN	CITY HALL BU	Telephone	PHONE/INTERNET	\$724.70
062027	MIDCO	GENERAL FUN	STREETS	Telephone	PHONE/INTERNET	\$110.10
062027	MIDCO	GENERAL FUN	AQUATIC CEN	Telephone	PHONE/INTERNET	\$168.83
062027	MIDCO	FIRE FUND	FIRE	Telephone	INTERNET	\$75.39
062027	MIDCO	LIQUOR FUND	LIQUOR STOR	Telephone	PHONE/INTERNET	\$390.37
062027 MIDCO						\$1,562.78
062028 MILK AND HONEY LLC						
062028	MILK AND HONEY LLC	LIQUOR FUND	LIQUOR STOR	Beer Purchased for	BEER	\$328.00
062028	MILK AND HONEY LLC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	NA	\$99.00
062028 MILK AND HONEY LLC						\$427.00
062031 TR COMPUTER SALES, LLC						
062031	TR COMPUTER SALES, LL	GENERAL FUN	INFORMATIO	Professional Servic	MONTHLY MONITORING,	\$1,721.00
062031 TR COMPUTER SALES, LLC						\$1,721.00
062032 A HARD DAYS NIGHT TRIBUTE TO THE BE						
062032	A HARD DAYS NIGHT TRI	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 7/1	\$500.00
062032 A HARD DAYS NIGHT TRIBUTE TO THE BE						\$500.00
062033 A HARD DAYS NIGHT TRIBUTE TO THE BE						
062033	A HARD DAYS NIGHT TRI	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 7/1	\$2,000.00
062033 A HARD DAYS NIGHT TRIBUTE TO THE BE						\$2,000.00
062034 ANDERSON, TODD						
062034	ANDERSON, TODD	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 8/1/	\$600.00
062034 ANDERSON, TODD						\$600.00
062035 BERGERON, TRENT						
062035	BERGERON, TRENT	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 8/2	\$200.00
062035 BERGERON, TRENT						\$200.00

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062036	CITY OF MORA					
062036	CITY OF MORA	GENERAL FUN		Pool Change	2024 MAC START UP CAS	\$700.00
062036	CITY OF MORA					\$700.00
062037	DE LAGE LANDEN FINANCIAL SERV					
062037	DE LAGE LANDEN FINANC	GENERAL FUN	INFORMATIO	Rentals	COPIER LEASE	\$179.55
062037	DE LAGE LANDEN FINANCIAL SERV					\$179.55
062038	FRAZER, NATHAN					
062038	FRAZER, NATHAN	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 6/1	\$250.00
062038	FRAZER, NATHAN					\$250.00
062039	HYNES, MICHAEL					
062039	HYNES, MICHAEL	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 6/2	\$2,000.00
062039	HYNES, MICHAEL					\$2,000.00
062040	JACOBS, KATELYN					
062040	JACOBS, KATELYN	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 8/1	\$700.00
062040	JACOBS, KATELYN					\$700.00
062041	KANABEC CO SHERIFF					
062041	KANABEC CO SHERIFF	GENERAL FUN	LAW ENFORC	Professional Servic	MAY LAW ENFORCEMENT	\$64,267.42
062041	KANABEC CO SHERIFF					\$64,267.42
062042	LARSEN, PETER					
062042	LARSEN, PETER	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 8/2	\$700.00
062042	LARSEN, PETER					\$700.00
062043	MN COMPUTER SYSTEMS, INC					
062043	MN COMPUTER SYSTEMS,	GENERAL FUN	INFORMATIO	Repair/Maint - Bldg	COPIER CHARGE	\$210.35
062043	MN COMPUTER SYSTEMS,	LIQUOR FUND	LIQUOR STOR	Repair/Maint - Bldg	COPIER CHARGE	\$27.54
062043	MN COMPUTER SYSTEMS, INC					\$237.89
062044	NORTHERN SAFETY TECH, INC					
062044	NORTHERN SAFETY TECH	GENERAL FUN	STREETS	Repair/Maint - Bldg	VEHICLE STROBE LIGHTS	\$730.80
062044	NORTHERN SAFETY TECH, INC					\$730.80
062045	NORTON, ZACHARY					
062045	NORTON, ZACHARY	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 9/1	\$1,000.00
062045	NORTON, ZACHARY					\$1,000.00
062046	OLSON, DAVID D					
062046	OLSON, DAVID D	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 7/1	\$800.00
062046	OLSON, DAVID D					\$800.00
062047	SEGELSTROM, NATASHA					
062047	SEGELSTROM, NATASHA	GENERAL FUN	FINANCE	Meetings, Training,	MILEAGE TO MUNCIPAL	\$281.40
062047	SEGELSTROM, NATASHA					\$281.40
062048	SEH					
062048	SEH	GENERAL FUN	ADMINISTRAT	Professional Servic	TH 65 CORRIDOR STUDY	\$217.00
062048	SEH	GENERAL FUN	ADMINISTRAT	Professional Servic	WOOD STR TRAIL EXTEN	\$1,032.00
062048	SEH	GENERAL FUN	PLANNING &	Professional Servic	FOX RUN SUBDIVISION,	\$843.75
062048	SEH					\$2,092.75
062049	SNAKE RIVER CANOE CLUB					

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062049	SNAKE RIVER CANOE CLU	GENERAL FUN		Deposits	CANOE EVENT DEPOSIT	\$100.00
062049	SNAKE RIVER CANOE CLUB					\$100.00
062050	THE BAZILLIONS					
062050	THE BAZILLIONS	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 8/8/	\$550.00
062050	THE BAZILLIONS					\$550.00
062051	THE WHITESIDEWALLS					
062051	THE WHITESIDEWALLS	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 6/6/	\$1,050.00
062051	THE WHITESIDEWALLS					\$1,050.00
062052	THE WHITESIDEWALLS					
062052	THE WHITESIDEWALLS	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 6/6/	\$1,050.00
062052	THE WHITESIDEWALLS					\$1,050.00
062053	VERIZON WIRELESS					
062053	VERIZON WIRELESS	GENERAL FUN	PLANNING &	Telephone	CELL	\$28.86
062053	VERIZON WIRELESS	GENERAL FUN	CITY HALL BU	Telephone	CELL	\$4.12
062053	VERIZON WIRELESS	GENERAL FUN	BUILDING	Telephone	CELL	\$45.34
062053	VERIZON WIRELESS	GENERAL FUN	STREETS	Telephone	CELL/IPAD	\$95.06
062053	VERIZON WIRELESS	GENERAL FUN	AQUATIC CEN	Telephone	CELL	\$28.85
062053	VERIZON WIRELESS	GENERAL FUN	PARKS	Telephone	CELL/IPAD	\$38.26
062053	VERIZON WIRELESS	GENERAL FUN	AIRPORT	Telephone	CELL	\$8.19
062053	VERIZON WIRELESS	STORM WATER	STORM WATE	Telephone	CELL/IPAD	\$19.81
062053	VERIZON WIRELESS	CEMETERY FU	CEMETERY	Telephone	CELL/IPAD	\$8.19
062053	VERIZON WIRELESS	LIQUOR FUND	LIQUOR STOR	Telephone	CELL	\$41.22
062053	VERIZON WIRELESS					\$317.90
062054	VIZENOR, LUKE A					
062054	VIZENOR, LUKE A	GENERAL FUN	PARKS	Professional Servic	MUSIC IN THE PARK 6/2	\$300.00
062054	VIZENOR, LUKE A					\$300.00
062060	AMERICAN BOTTLING CO. INC					
062060	AMERICAN BOTTLING CO.	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	POP	\$286.46
062060	AMERICAN BOTTLING CO. INC					\$286.46
062061	AUTO VALUE MORA					
062061	AUTO VALUE MORA	GENERAL FUN	BUILDING	Other Operating Su	BLDG DEPT VEHICLE OIL	\$37.98
062061	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	O-RINGS FOR HYDRO	\$97.40
062061	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	AIR COMPRESSOR FILTE	\$40.78
062061	AUTO VALUE MORA	GENERAL FUN	STREETS	Repair/Maint - Bldg	DUMP TRUCK FENDER &	\$209.47
062061	AUTO VALUE MORA	GENERAL FUN	STREETS	Lubricants & Additi	5W20 OIL	\$89.97
062061	AUTO VALUE MORA	GENERAL FUN	PARKS	Repair/Maint - Bldg	TRUCK BATTERY & WEE	\$156.47
062061	AUTO VALUE MORA	GENERAL FUN	AIRPORT	Repair/Maint - Bldg	HANGAR COMPRESSOR R	\$23.98
062061	AUTO VALUE MORA	CEMETERY FU	CEMETERY	Repair/Maint - Bldg	CUSHMAN SPARK PLUGS	\$13.96
062061	AUTO VALUE MORA					\$670.01
062064	CAMPBELL KNUTSON, P.A.					
062064	CAMPBELL KNUTSON, P.A.	GENERAL FUN	MAYOR & CO	Legal Services	MISC LEGAL SERVICES-C	\$75.00
062064	CAMPBELL KNUTSON, P.A.	GENERAL FUN	ADMINISTRAT	Legal Services	MISC LEGAL SERVICES-E	\$345.00
062064	CAMPBELL KNUTSON, P.A.	GENERAL FUN	FINANCE	Legal Services	MISC LEGAL SERVICES-O	\$300.00
062064	CAMPBELL KNUTSON, P.A.	GENERAL FUN	LEGAL	Legal Services	MISC LEGAL SERVICES-H	\$135.00
062064	CAMPBELL KNUTSON, P.A.	GENERAL FUN	LEGAL	Legal Services	MISC LEGAL SERVICES-D	\$306.00
062064	CAMPBELL KNUTSON, P.A.	GENERAL FUN	LEGAL	Legal Services	MISC LEGAL SERVICES-S	\$165.00
062064	CAMPBELL KNUTSON, P.A.	GENERAL FUN	HUMAN RESO	Legal Services	MISC LEGAL SERVICES-P	\$75.00
062064	CAMPBELL KNUTSON, P.A.	GENERAL FUN	PLANNING &	Legal Services	MISC LEGAL SERVICES-C	\$167.00



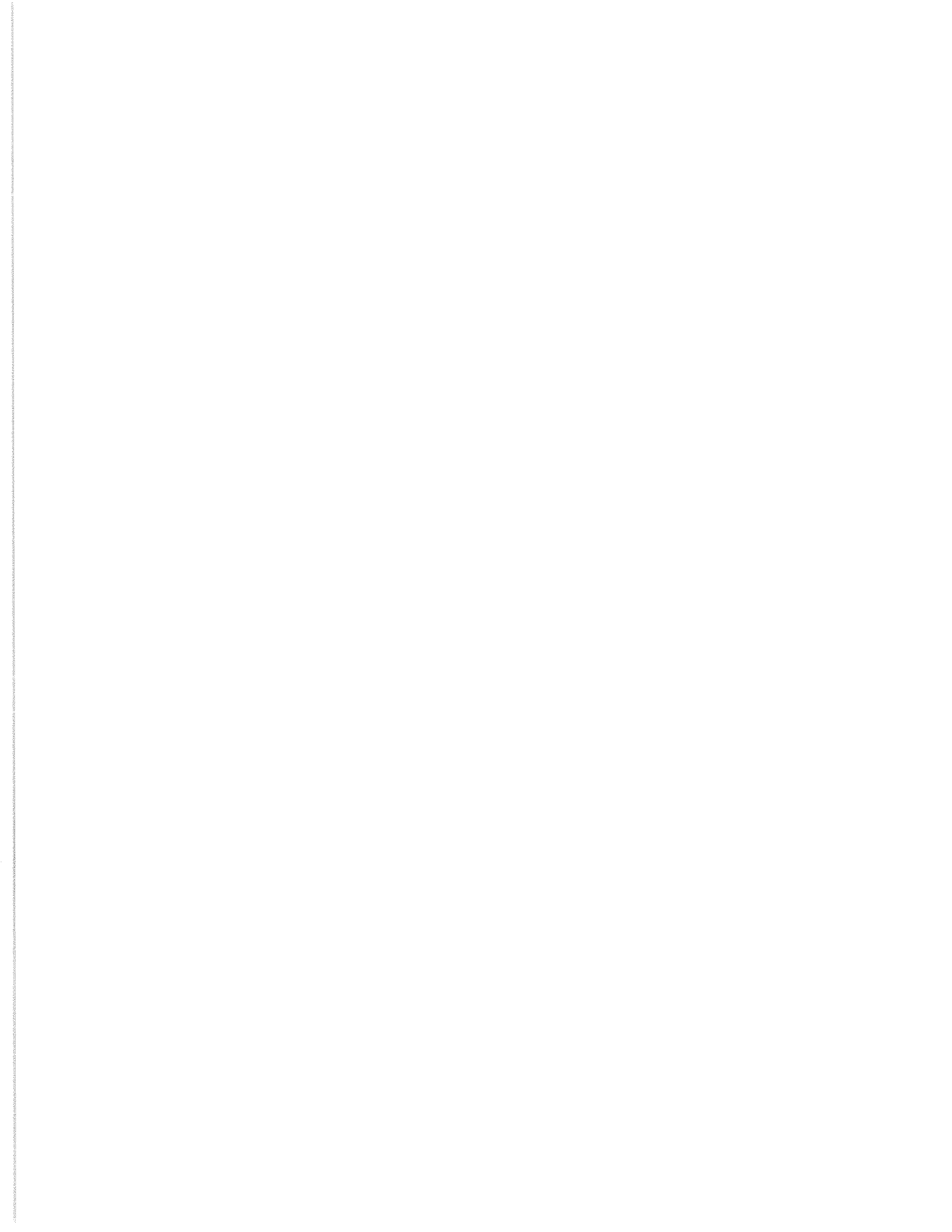
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062064	CAMPBELL KNOTSON, P.A.					\$1,568.00
062066	CRYSTAL SPRINGS ICE					
062066	CRYSTAL SPRINGS ICE	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	ICE	\$1,172.98
062066	CRYSTAL SPRINGS ICE					\$1,172.98
062068	EAST CENTRAL ENERGY-ELECT					
062068	EAST CENTRAL ENERGY-E	GENERAL FUN	PARKS	Electricity	ELECTRICITY	\$92.90
062068	EAST CENTRAL ENERGY-E	GENERAL FUN	AIRPORT	Electricity	ELECTRICITY	\$511.47
062068	EAST CENTRAL ENERGY-E	LIQUOR FUND	LIQUOR STOR	Electricity	ELECTRICITY	\$1,614.41
062068	EAST CENTRAL ENERGY-ELECT					\$2,218.78
062069	EAST CENTRAL SOLID WASTE COMM					
062069	EAST CENTRAL SOLID WA	GENERAL FUN	GARAGE	Garbage Removal	TIRE DISPOSAL	\$28.00
062069	EAST CENTRAL SOLID WASTE COMM					\$28.00
062070	ECM PUBLISHERS, INC					
062070	ECM PUBLISHERS, INC	GENERAL FUN	HUMAN RESO	Advertising	JOB ADS - LIQ STORE CL	\$382.00
062070	ECM PUBLISHERS, INC					\$382.00
062071	ENGINEERING UNLIMITED, INC					
062071	ENGINEERING UNLIMITE	GENERAL FUN	PARKS	Repair/Maint - Bldg	LOCKS	\$55.90
062071	ENGINEERING UNLIMITED, INC					\$55.90
062072	FEDERATED COOP					
062072	FEDERATED COOP	GENERAL FUN	PARKS	Lubricants & Additi	2 STROKE OIL/FUEL MIX	\$41.88
062072	FEDERATED COOP					\$41.88
062077	GLENS TIRE OPERATIONS INC					
062077	GLENS TIRE OPERATIONS	GENERAL FUN	STREETS	Tires	KODIAK TIRES	\$161.00
062077	GLENS TIRE OPERATIONS INC					\$161.00
062078	GOPHER STATE ONE-CALL INC					
062078	GOPHER STATE ONE-CALL	GENERAL FUN	STREETS	Professional Servic	APRIL LOCATES	\$61.02
062078	GOPHER STATE ONE-CALL	STORM WATER	STORM WATE	Professional Servic	APRIL LOCATES	\$61.02
062078	GOPHER STATE ONE-CALL INC					\$122.04
062079	GRAINGER, INC					
062079	GRAINGER, INC	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	1/2" BALL VALVE	\$139.18
062079	GRAINGER, INC					\$139.18
062081	HAWKINS INC					
062081	HAWKINS INC	GENERAL FUN	AQUATIC CEN	Chemicals	CHEMICALS	\$7,293.43
062081	HAWKINS INC					\$7,293.43
062083	IN THE SWIM					
062083	IN THE SWIM	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	LADDER TREAD END CAP	\$474.90
062083	IN THE SWIM					\$474.90
062085	JOHNSONS HARDWARE & RENTAL					
062085	JOHNSONS HARDWARE &	GENERAL FUN	CITY HALL BU	Other Operating Su	DOORBELL BATTERIES	\$12.99
062085	JOHNSONS HARDWARE &	GENERAL FUN	LIBRARY BUIL	Other Operating Su	DOOR BATTERIES	\$18.99
062085	JOHNSONS HARDWARE &	GENERAL FUN	LIBRARY BUIL	Repair/Maint - Bldg	HOT WATER HEATER RP	\$2.78
062085	JOHNSONS HARDWARE &	GENERAL FUN	LIBRARY BUIL	Small Tools & Equi	FAN	\$32.99
062085	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Small Tools & Equi	TORCH KIT, UTIL KNIFE,	\$152.45
062085	JOHNSONS HARDWARE &	GENERAL FUN	STREETS	Repair/Maint - Bldg	DOOR OPENER BATTERI	\$12.99
062085	JOHNSONS HARDWARE &	GENERAL FUN	AQUATIC CEN	Repair/Maint - Bldg	TAPE, PLUG, FILTERS, N	\$49.39

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

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
062085	JOHNSONS HARDWARE &	GENERAL FUN	AQUATIC CEN	Landscaping Materi	MULCH	\$95.76
062085	JOHNSONS HARDWARE &	GENERAL FUN	AQUATIC CEN	Small Tools & Equi	HACKSAW, CABLE TIES	\$54.96
062085	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Lubricants & Additi	2 CYCLE FUEL MIX	\$15.98
062085	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Landscaping Materi	LANDSCAPING CEDAR CH	\$53.88
062085	JOHNSONS HARDWARE &	GENERAL FUN	PARKS	Repair/Maint - Bldg	KEYS, TRASH BAGS	\$47.92
062085	JOHNSONS HARDWARE &	FIRE FUND	FIRE	Lubricants & Additi	GAS/OIL MIX & PUMP OI	\$32.96
062085	JOHNSONS HARDWARE &	FIRE FUND	FIRE	Repair/Maint - Bldg	PUMP RPR RINGS	\$7.47
062085	JOHNSONS HARDWARE &	FIRE FUND	FIRE	Repair/Maint - Bldg	TAPE, THREAD SEAL CO	\$8.98
062085 JOHNSONS HARDWARE & RENTAL						\$600.49
062086 KANABEC PUBLICATIONS, INC						
062086	KANABEC PUBLICATIONS,	GENERAL FUN	HUMAN RESO	Advertising	JOB ADS- LIQ STORE CLE	\$312.80
062086	KANABEC PUBLICATIONS,	GENERAL FUN	AQUATIC CEN	Advertising	SWIM LESSON AD	\$147.40
062086	KANABEC PUBLICATIONS,	GENERAL FUN	AIRPORT	Advertising	AIRPORT ENGINEERS ST	\$21.97
062086 KANABEC PUBLICATIONS, INC						\$482.17
062087 KWIK TRIP - GAS PURCHASES						
062087	KWIK TRIP - GAS PURCHA	GENERAL FUN	BUILDING	Motor Fuels	FUEL	\$30.11
062087	KWIK TRIP - GAS PURCHA	GENERAL FUN	STREETS	Motor Fuels	FUEL	\$1,661.33
062087	KWIK TRIP - GAS PURCHA	GENERAL FUN	PARKS	Motor Fuels	FUEL	\$83.14
062087	KWIK TRIP - GAS PURCHA	FIRE FUND	FIRE	Motor Fuels	FUEL	\$404.02
062087 KWIK TRIP - GAS PURCHASES						\$2,178.60
062088 MACQUEEN EQUIPMENT CO						
062088	MACQUEEN EQUIPMENT C	GENERAL FUN	STREETS	Repair/Maint - Bldg	SWEEPER BROOM	\$919.30
062088 MACQUEEN EQUIPMENT CO						\$919.30
062089 MILLER TRUCKING INC						
062089	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Wine Purchased for	PRODUCT DELIVERY	\$109.78
062089	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Liquor Purchased f	PRODUCT DELIVERY	\$492.37
062089	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	Misc Purchases - N	PRODUCT DELIVERY	\$45.15
062089	MILLER TRUCKING INC	LIQUOR FUND	LIQUOR STOR	THC Infused Purch	PRODUCT DELIVERY	\$49.45
062089 MILLER TRUCKING INC						\$696.75
062091 MN ENERGY RESOURCES CORP						
062091	MN ENERGY RESOURCES	GENERAL FUN	CITY HALL BU	Natural Gas - Heat	NATURAL GAS	\$151.22
062091	MN ENERGY RESOURCES	GENERAL FUN	LIBRARY BUIL	Natural Gas - Heat	NATURAL GAS	\$123.67
062091	MN ENERGY RESOURCES	GENERAL FUN	GARAGE	Natural Gas - Heat	NATURAL GAS	\$258.61
062091	MN ENERGY RESOURCES	GENERAL FUN	AQUATIC CEN	Natural Gas - Heat	NATURAL GAS	\$95.36
062091	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS-AD BLDG	\$71.62
062091	MN ENERGY RESOURCES	GENERAL FUN	AIRPORT	Natural Gas - Heat	NATURAL GAS-HANGAR	\$90.96
062091	MN ENERGY RESOURCES	FIRE FUND	FIRE	Natural Gas - Heat	NATURAL GAS	\$250.21
062091 MN ENERGY RESOURCES CORP						\$1,041.65
062093 OSLIN LUMBER						
062093	OSLIN LUMBER	GENERAL FUN	PARKS	Repair/Maint - Bldg	PLANTER RPR SUPPLIES	\$23.94
062093 OSLIN LUMBER						\$23.94
062095 QUALITY DISPOSAL						
062095	QUALITY DISPOSAL	GENERAL FUN	CITY HALL BU	Garbage Removal	GARBAGE	\$68.93
062095	QUALITY DISPOSAL	GENERAL FUN	LIBRARY BUIL	Garbage Removal	GARBAGE	\$38.61
062095	QUALITY DISPOSAL	GENERAL FUN	STREETS	Garbage Removal	GARBAGE	\$115.83
062095	QUALITY DISPOSAL	GENERAL FUN	GARAGE	Garbage Removal	GARBAGE	\$184.04
062095	QUALITY DISPOSAL	GENERAL FUN	AQUATIC CEN	Garbage Removal	GARBAGE	\$69.99
062095	QUALITY DISPOSAL	LIQUOR FUND	LIQUOR STOR	Garbage Removal	GARBAGE	\$253.54







CITY OF MORA  
COUNCIL CHECK LIST

THE APRIL - MAY 2024 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

\_\_\_\_\_  
MAYOR

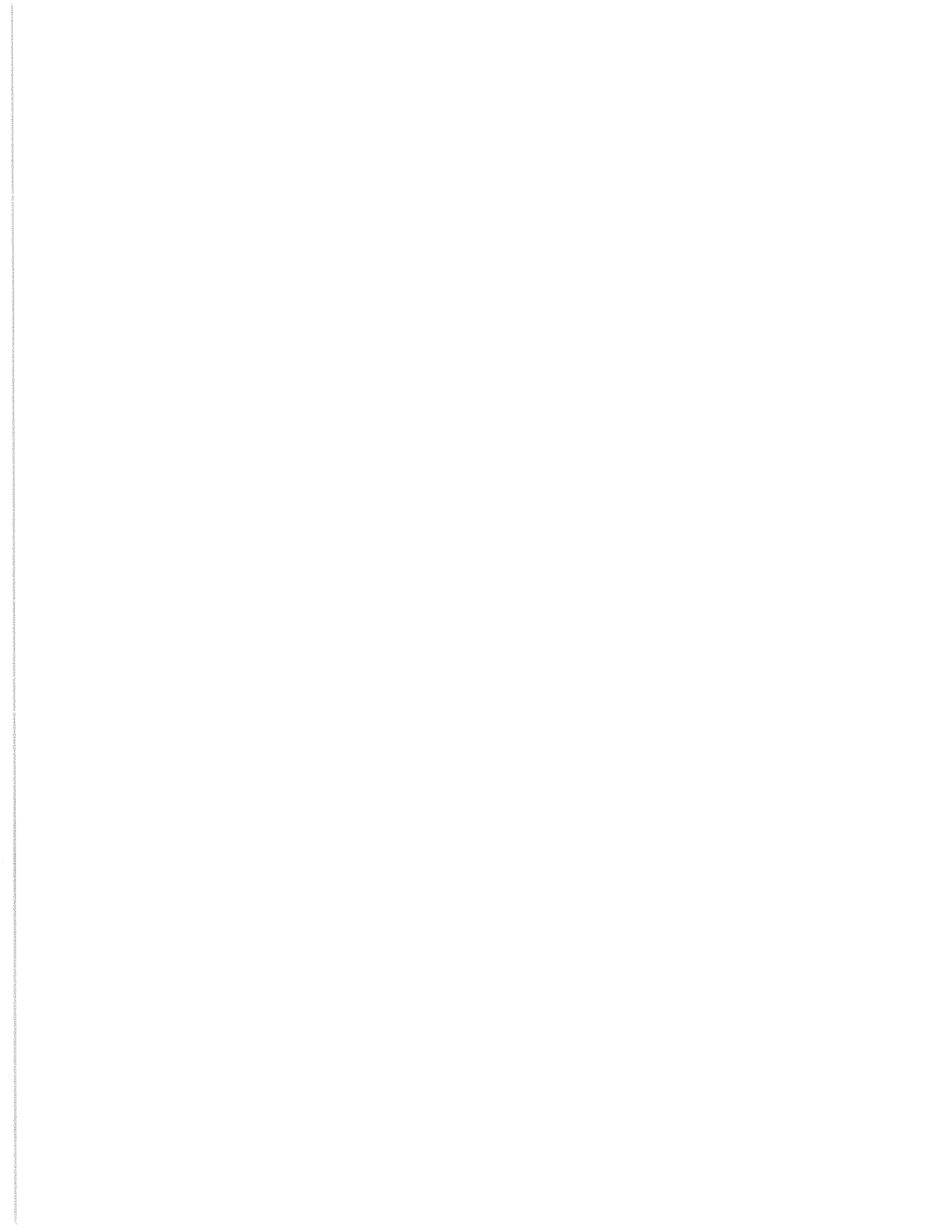
\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
CITY CLERK



To: Mora City Council

We, the Mora Area Fire Department Relief Association request permission to use the Fire Hall on October 12<sup>th</sup>, 2024 for our Annual Fire Ball at the Hall Chili feed, dance and gun raffle. Alcohol sales will be provided through a catering license from the Crystal Bar and Grill as with previous years.

List of events:

Event time 4pm-12am.

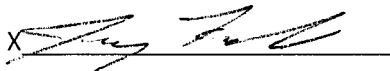
Chili Feed 4-7pm

Gun Raffle Drawing 7 pm

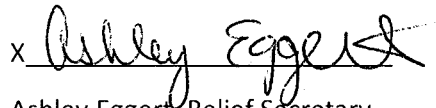
Silent Auction 4pm-9pm

Dance 8pm-12am

Thank you for your consideration MAFD Relief Association

X 

Jeremy Frahm, Relief President

X 

Ashley Eggert, Relief Secretary

X \_\_\_\_\_

City Mayor

X \_\_\_\_\_

City Clerk/Representative



# MEMORANDUM

Date: May 21, 2024  
To: Mayor and City Council  
From: Jeff Krie, Activities & Recreation Coordinator  
RE: Statewide Health Improvement Partnership Grant

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## SUMMARY

The City was awarded a \$2,800 grant from Partners in Healthy Living/Statewide Health Improvement Partnership (SHIP) for the purchase of a water bottle filling station/water fountain at Mora Public Library. The city council should review and accept the grant.

## BACKGROUND INFORMATION

Council approved a CIP for \$6,000 which was the original bid. A better placement for the fountain was found to reduce the bid to \$3,660. Staff applied for a grant from Statewide Health Improvement Partnership Grant to help with the cost of this project. If Council accepts the grant the City will pay the remaining \$860 for this project. If Council rejects the grant the City will pay the full amount of \$3,660.

## OPTIONS & IMPACTS

- Approve the SHIP grant to help pay most of the cost of the project.
- Not approve the SHIP grant and pay the total cost of the project.

## RECOMMENDATIONS

Motion to accept the SHIP grant to help pay down the cost of the water bottle filling station.

## *Attachments*

Grant Approval Letter



# Partners in Healthy Living

Isanti, Kanabec, Mille Lacs, Pine

January 2024

Subject: Partners in Healthy Living Funding Opportunity

Partners in Healthy Living, serving Isanti, Kanabec, Mille Lacs and Pine Counties, is pleased to announce Community Partner Award funding for 2023. Partners in Healthy Living is funded through the Statewide Health Improvement Partnership as part of the State of Minnesota's Health Care Reform Initiative. Partners in Healthy Living is working with communities, schools, healthcare, and worksites to promote policy, system and environmental changes with a focus to support healthy eating, support regular physical activity, reduce commercial tobacco use, and support well-being.

Community Partner Awards shall not exceed **\$2,999.99** per partner site. If the initial application does not exceed the \$2999.99 maximum, the applicant is able to submit subsequent applications up to the maximum amount. Grant applications will be accepted monthly starting **February 1, 2024, through August 1, 2024**. If awarded, the financial transaction will be on a reimbursement basis only. A cost reimbursement payment is a type of grant payment in which the grantee incurs the expenses before requesting repayment from Partners in Healthy Living. This means the cost must be paid by the grantee before it can be reimbursed.

If approved for funding, grantee will be required to submit a project report and supporting documentation by **September 30, 2024**. Please submit your application to Partners in Healthy Living at [partnersinhealthyliving@gmail.com](mailto:partnersinhealthyliving@gmail.com) or via mail to Kanabec County Community Health, c/o: Partners in Healthy Living, 905 Forest Avenue East, Suite 127 Mora, MN 55051.

Sincerely,

Partners in Healthy Living Staff

*Lori Swanson – Kanabec County* (320) 679-6316

*Alisha Fussy – Mille Lacs County* (320) 983-8299

*Hailey Freedlund – Pine County* (320) 591-1595

*Greg Bockrath – Isanti County* (763) 689-8256





# MEMORANDUM

Date: April 30,2024  
To: Mayor and City Council  
From: Joseph Kohlgraf, Public Works Director  
RE: Jeff Quale-Heavy Equipment Operator Probation Approval

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## SUMMARY

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Approve the Probationary period for Jeff Quale, Heavy Equipment Operator (HEO) for the City of Mora Street Department.

## BACKGROUND INFORMATION

---

Staff hired Jeffrey Quale for HEO for the City of Mora in October of 2023. Jeff has done a fine job in stepping into this position and feels that he is a good fit with all staff and that he will continue to be a benefit to the public works department. As per the hiring agreement, Jeff will move from a Grade 8, Step C, \$27.05, to a Grade 8, Step D, \$27.72.

## OPTIONS & IMPACTS

---

Accept recommendation for probation approval, moving employee to a Grade 8, Step D as of April 30, 2024. This does not affect the budget as this is a budgeted item.

## RECOMMENDATIONS

---

Staff recommends approving the completed probation period of Jeffrey Quale for the HEO position and moving a step as listed above.

*Attachments; none*



# MEMORANDUM

Date: May 21, 2024  
To: Mayor and City Council  
From: Jeff Krie, Activities & Recreation Coordinator  
RE: Music in the Park ECRAC Grant

## SUMMARY

The City has received a grant award from the East Central Regional Arts Council (ECRAC) for the City's twelfth summer concert series, known as *Mora's Music in the Park*. The City Council will consider accepting the grant, as well as entering into a license agreement with the American Society of Composers, Authors and Publishers (ASCAP), and the Society of European Stage Authors and Composers (SESAC).

## BACKGROUND INFORMATION

The Park Board and staff have begun preparations for the upcoming season of *Mora's Music in the Park*, which will include 11 Thursday evening concerts beginning in June through August, and one special event concert (part of Fall Fest on September 14) in Library Park. The twelve music performances will represent a wide variety of genres, will be appropriate for all ages, and will be open to the public free of charge. With a proposed project budget of \$15,744, staff prepared and submitted a grant proposal to ECRAC in January for \$12,656. The City recently received notice that the grant request was approved. The grant start date is May 15, 2024 so no monies can be distributed before then.

The proposed project budget includes a local grant match of \$3,088. This amount includes \$1,488 of in-kind support and \$1,600 from community contributions (aka, sponsors). If the City Council accepts the grant award, staff will begin work to secure all necessary contributions.

If the City Council accepts the grant, staff is once again recommending that the City Council obtain permission to publicly perform copyrighted music via a license through ASCAP and SESAC. The ASCAP 2024 license fee is \$450, the SESAC license fee is \$581, and both have been included in the Music in the Park project budget.

## OPTIONS & IMPACTS

1. Accept an \$12,656 grant from ECRAC for the *Mora's Music in the Park* summer concert series. Further, grant authorization to enter into a license agreement with ASCAP for the period of June 1, 2024 to December 31, 2024 and submit the necessary license fee of \$450. Also, to enter a license agreement with SESAC for the period of January 1, 2024 to December 31, 2024 and submit the necessary license fee of \$581.
2. Decline an \$12,656 grant from ECRAC for the *Mora's Music in the Park* summer concert series. By doing this the City would not have the funds necessary to secure artists and would not be able to move forward with the concert series this year.
3. Take no action at this time. By doing this the City would forfeit an \$12,656 grant from ECRAC, which may jeopardize future grant requests.

## RECOMMENDATIONS

Motion to accept an \$12,656 grant from ECRAC for the *Mora's Music in the Park* summer concert series and to grant authorization to enter into a license agreement with ASCAP for \$450 license fee and to SESAC for \$581 license fee.

*Attachments*

None



# MEMORANDUM

Date: May 21, 2024  
To: Mayor and City Council  
From: Kelly Christianson, Accountant  
RE: Accept Restricted Donations

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## BACKGROUND INFORMATION

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The City of Mora has received the following donations:

<b>DONATION RECEIVED FROM:</b>	<b>DONATION OF:</b>
Lake Street Family Dental	\$110.00
Red Umbrella Coffee Roaster	\$110.00

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

## RECOMMENDATIONS

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Motion to accept donations by approving Resolution 2024-520

### *Attachments*

Resolution 2024-520

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
ACCEPTING RESTRICTED DONATIONS**

WHEREAS, the City of Mora is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city, and the terms or conditions of the donations, if any, are as follows:

<b>DONATION RECEIVED FROM:</b>	<b>DONATION OF:</b>	<b>TERMS AND CONDITIONS OR DESCRIPTION OF PROPERTY:</b>
Lake Street Family Dental	110.00	Donation to 2024 Music in the Park
Red Umbrella Coffee Roaster	110.00	Donation to 2024 Music in the Park

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

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

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

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

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

Motion carried and resolution adopted this 21<sup>st</sup> day of May 2024.

ATTEST:

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

\_\_\_\_\_  
Natasha Segelstrom, Administrative Services Director



# MEMORANDUM

Date May 21, 2024  
To Mayor and City Council  
From Natasha Segelstrom, Administrative Services Director  
RE Kanabec County – Shield 616

## SUMMARY / BACKGROUND INFORMATION

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Sergeant Jeff Feine of Kanabec County Sheriff's Office will discuss an upcoming event to assist the Kanabec County Sheriff's office upgrade protective equipment and provide a higher level of safety for licensed peace officers.

SHIELD616 is a non-profit charitable organization that will be hosting a fundraising event and donating gear to the Kanabec County Sheriff's Office.

## OPTIONS AND IMPACTS

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This item is for informational purposes.



# MEMORANDUM

Date: May 21, 2024  
To: Mayor and City Council  
From: Kirsten Faurie, Community Development Director  
RE: Final Plat of Fox Run 3<sup>rd</sup> Addition and Corresponding Development Agreement

---

## SUMMARY

The City Council will consider the Final Plat of Fox Run 3<sup>rd</sup> Addition.

## BACKGROUND INFORMATION

Fox Run was approved by the City Council as a Planned Unit Development (PUD) in 2003. PUDs offer developers more flexibility in site design and layout than what is typically allowed by standard zoning district regulations. The Preliminary Plat of Fox Run and subsequent Final Plats of Fox Run and Fox Run Second Addition included a mixture of twin home lots and single family dwelling lots; however, recent construction has been predominantly single family dwellings.

The City Council adopted Resolution No. 2021-323 this past in March 2021 allowing amendments to the Fox Run Preliminary Plat / PUD allowing the property owner to final plat 19 single family dwelling lots where 30 twin home lots were previously approved by the council in 2003. Additionally, the council approved reduced frontages for six of the 19 lots. Fedder requested approval of the Final Plat of Fox Run 3<sup>rd</sup> addition in September 2021; the city council approved it by Resolution No. 2021-921.

Some of the conditions of the approval were not met in a timely fashion and approval of the Final Plat has since expired. The property owner/developer is now requesting re-approval of the Final Plat of Fox Run 3<sup>rd</sup> Addition.

The proposed Final Plat of Fox Run 3<sup>rd</sup> Addition includes 19 single family dwelling lots, two outlots, and the extension of public streets and utilities. Proposed Outlot A will be reserved for future development and proposed Outlot B is the site of an existing drainage pond. The developer is not proposing to dedicate land for open space / park purposes, rather preferring to pay into the city's park fund as allowed by the zoning code. These funds, currently \$500 per dwelling unit, will be used to establish the city's proposed Fox Run park. Staff supports open space dedication in the form of cash rather than land.

The Final Plat drawings have been reviewed by all necessary city and utility departments, the city attorney, the city engineer, and other outside organizations that may be impacted by the development. Comments received from the city attorney and city engineer have been included as proposed conditions of approval in the attached resolution.

If the council approves the Final Plat of Fox Run 3<sup>rd</sup> Addition, the developer will be required to enter into a development agreement with the city. The development agreement outlines requirements related to utilities and infrastructure. Staff recommends approval of the development agreement following Final Plat approval.



## Memorandum

Due to the time gap between when the preliminary plat was first approved in 2003, the Fox Run 3<sup>rd</sup> Additional Final Plat approval in 2021 and its re-submittal today, staff recommends passing an additional resolution acknowledging how this final plat is being resurrected without making the developer restart the process with preliminary platting.

### OPTIONS & IMPACTS

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1. Approve the Final Plat of Fox Run 3<sup>rd</sup> Addition and development agreement as proposed or amended, creating 19 single family dwelling lots available for development.
2. Deny the Final Plat of Fox Run 3<sup>rd</sup> Addition, delaying or prohibiting development opportunities in the Fox Run neighborhood.
3. Table the request for further consideration. The review period for this request expires on June 17, 2024, however could be extended to August 16, 2024.

### RECOMMENDATIONS

---

Staff recommends separate motions to approve the following in this order:

1. Motion to approve Resolution No. 2024-521 to re-consider the final plat for Fox Run 3<sup>rd</sup> Addition
2. Motion to approve Resolution No. 2024-522 approving the Final Plat of Fox Run 3<sup>rd</sup> Addition as requested by MN Land Holdings, LLC.
3. Motion to approve the development agreement for Fox Run 3<sup>rd</sup> Addition as presented.

### *Attachments*

Resolution No. 2024-521

Resolution No. 2024-522

Final Plat of Fox Run 3<sup>rd</sup> Addition

Engineer's Comments Dated May 15, 2024

Draft Fox Run Third Addition Development Agreement 2024 (*will be distributed prior to council meeting*)

RESOLUTION NO. 2024-521

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA, WAIVING COMPLIANCE WITH CITY CODE CHAPTER 153 TO CONSIDER THE FINAL PLAT FOR FOX RUN 3<sup>RD</sup> ADDITION**

WHEREAS, MN Land Holdings, LLC (“Developer”) submitted a final plat for Fox Run 3rd Addition on August 24, 2021 for the development of property legally described as follows:

PID 22.07825.00  
*Outlot A, Fox Run Second Addition  
Kanabec County, Minnesota  
Section 13, Township 039, Range 024*

(“Property”); and;

WHEREAS, the City Council approved the final plat for Fox Run 3rd Addition on September 21, 2021 and a correlated Development Agreement on November 16, 2021;

WHEREAS, the Developer did not execute the Development Agreement and also did not record the final plat within the deadline provided for in City Code Sec. 153.023.

WHEREAS, the City Code provides that the City Council may waive compliance with restrictions in the subdivision ordinance if they “will create an unnecessary hardship and failure to comply does not interfere with the purpose of these regulations” City Code Sec. 153.101;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mora, Minnesota, that:

1. It would create an unnecessary hardship to have the Developer restart the subdivision and platting process from the beginning due to the recentness of the approval of the final plat and the similarity between the final plat approved in 2021 and the final plat submitted in 2024; and
2. The reconsideration of the final plat by the Council will not interfere with the purpose of the City’s subdivision regulations.
3. The City Council waives compliance with City Code Ch. 153 in order to consider the final plat provided for by Developer.

The foregoing resolution was introduced and moved for approval 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 21<sup>st</sup> day of May, 2024.

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

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

RESOLUTION NO. 2024-522

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA, APPROVING THE FINAL PLAT OF FOX RUN 3<sup>rd</sup> ADDITION AS REQUESTED BY MN Land Holdings, LLC**

WHEREAS, MN Land Holdings, LLC, property owner and applicant, has submitted an application dated received and considered complete on April 18, 2024 for the Final Plat of Fox Run 3<sup>rd</sup> Addition; and

WHEREAS, the proposed plat is 46.22± acres in size and is generally located at the southwest corner of (unimproved) Edwards Avenue and of Oslin Road; and

WHEREAS, the property included in the request is legally described as:

PID 22.07825.00  
*Outlot A, Fox Run Second Addition*  
*Kanabec County, Minnesota*  
*Section 13, Township 039, Range 024*

;and

WHEREAS, the Preliminary Plat / Planned Unit Development of Fox Run was approved by Resolution No. 2003-903; and

WHEREAS, the Final Plats of Fox Run and Fox Run Second Addition were approved by Resolution Nos. 2003-1002 and 2005-501 respectively; and

WHEREAS, the City Council approved amendments to the Planned Unit Development per Resolution No. 2021-323, allowing the Final Plat of Fox Run 3<sup>rd</sup> Addition to include 19 single family dwelling lots where 30 twin home lots were previously approved; and

WHEREAS, the City Council previously considered and approved a request for Final Plat of Fox Run 3<sup>rd</sup> Addition by Resolution No. 2021-921; and

WHEREAS, the applicant did not execute the required Development Agreement and also did not record the final plat with in the deadline provided;

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Mora, Minnesota approves the Final Plat of Fox Run 3<sup>rd</sup> Addition, subject to the following conditions:

1. The Final Plat drawings prepared by Acre Land Surveying dated received April 18, 2024 and the construction plans prepared by Civil Methods, Inc. dated April 18, 2024 are hereby approved. All features of the Final Plat are subject to and shall be in accordance with the plans as submitted and per the city engineer's comments dated May 15, 2024. Any changes must be approved by the City Council.

2. The Final Plat includes 19 single family dwelling lots, six of which were approved with reduced frontages per Resolution No. 2021-323 as follows:

Lot 4, Block 2 – 76.49'

Lot 7, Block 2 – 74.73'

Lot 5, Block 2 – 72.64'

Lot 10, Block 2 – 75.20'

Lot 6, Block 2 – 72.26'

Lot 11, Block 2 – 69.99'

On June 21, 2022 the City Council approved Ordinance 486 which reduced street frontages from 100 ft. to 50 ft.

3. The developer shall install monuments at property corners in order to provide a point of measurement at the time that building permits are issued.
4. If Outlot B is to be conveyed to the city, a separate deed will need to be received and recorded at the time of plat recording.
5. The property owner shall provide the City of Mora any and all permanent easements necessary for utility purposes.
6. Any change to municipal utility services and/or infrastructure shall be coordinated with and approved by the Public Utilities General Manager.
7. The developer shall enter into a development agreement with the City of Mora prior to issuance of any building permits or the city's acceptance of any public improvements. The transfer and release of the property, referenced herein, shall be completed prior to execution of the development agreement.
8. The developer shall pay an open space / park dedication fee of \$9,500 (\$500 per dwelling unit) in lieu of land dedication. Said fee is required to be paid prior to execution of the development agreement.
9. The city's public works staff shall witness and approve connections to the existing water main and sanitary sewer system. City staff will also operate all existing gate valves.
10. The developer / contractor shall televise all new sanitary and storm mains after installation and provide televising records per the city's standard specification.
11. All new sanitary sewer service lines shall have tracer wire and a locate box installed.
12. New curb stops and boxes, corporation stops and hydrants shall match city standard.
13. The developer / contractor shall meet the city's standard specification for roadbed compaction and testing requirements.
14. The developer shall coordinate and pay for the appropriate soil testing and concrete testing during installation of concrete curb and gutter.
15. The developer / contractor shall install a temporary cul-de-sac on the east end of Edwards Avenue in compliance with the April 18, 2024 construction plans approved herein. The developer / contractor shall install two Red Reflective End of Roadway Markers on the east side of the temporary cul-de-sac. The developer shall also install no parking signs within the temporary cul-de-sac to allow adequate space for equipment and emergency vehicles to maneuver.
16. The developer shall provide the city with a copy of any restrictive covenants applied to the development. However, the city will not be responsible for the enforcement of any such covenants.
17. The Final Plat is subject to all local, state and federal regulations.

18. The Final Plat shall be recorded by the city within six months of final plat approval or the final plat shall be considered null and void unless an extension has been granted by the City Council.

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 21<sup>st</sup> day of May, 2024.

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

ATTEST: \_\_\_\_\_  
Natasha Segelstrom,  
Administrative Services Director

# FOX RUN 3RD ADDITION

CITY OF MORA  
COUNTY OF KANABEC  
SECTION 13, T39, R24

KNOW ALL PERSONS BY THESE PRESENTS: That MN Land Holdings, LLC, a Minnesota limited liability company, fee owner of the following described property situated in the City of Mora, County of Kanabec, State of Minnesota, to wit:

Outlot A, FOX RUN SECOND ADDITION, Kanabec County, Minnesota.

Has caused the same to be surveyed and platted as FOX RUN 3RD ADDITION and does hereby donate and dedicate to the public for public use forever the public ways and the easements for drainage and utility purposes as shown on this plat.

In witness whereof said MN Land Holdings, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Signed: MN Land Holdings, LLC

\_\_\_\_\_, Vice President  
Jake Fedder

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

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Jake Fedder, Vice President of MN Land Holdings, LLC, a Minnesota limited liability company, on behalf of the company.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission expires \_\_\_\_\_

I Joshua P. Schneider do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Joshua P. Schneider, Licensed Land Surveyor  
Minnesota License Number 44655

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

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Joshua P. Schneider.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission expires \_\_\_\_\_

PLANNING COMMISSION

Approved by the Planning Commission of the City of Mora, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By \_\_\_\_\_ Chairman By \_\_\_\_\_ Community Development Director

CITY COUNCIL

Approved by the City Council of the City of Mora, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By \_\_\_\_\_ Mayor By \_\_\_\_\_ City Administrator

CITY ATTORNEY

Approved by the City Attorney of the City of Mora, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By \_\_\_\_\_ City Attorney

KANABEC COUNTY AUDITOR

Approved by the County Auditor of the City of Mora, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By \_\_\_\_\_ County Auditor

KANABEC COUNTY TREASURER

Approved by the County Treasurer of the City of Mora, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

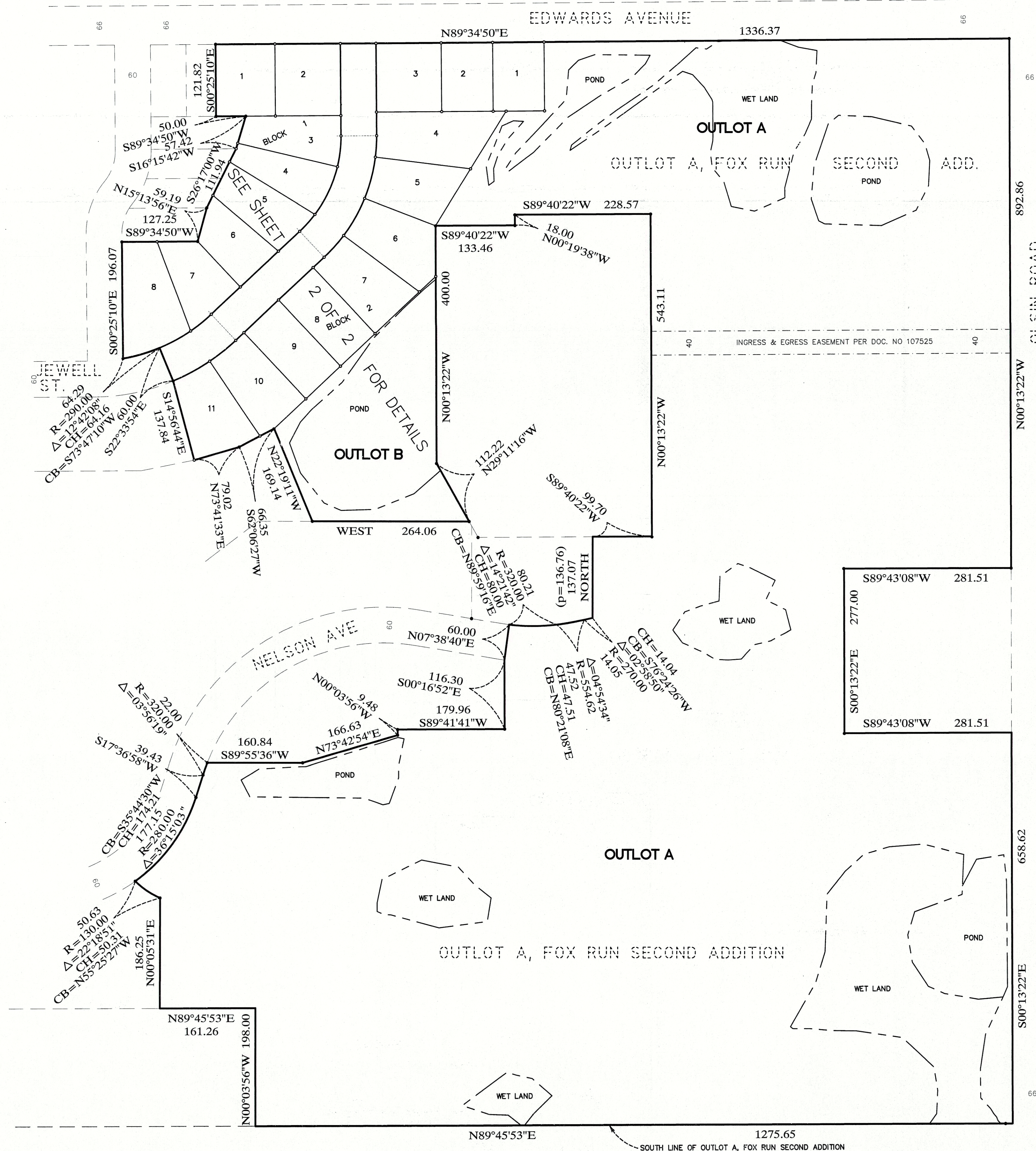
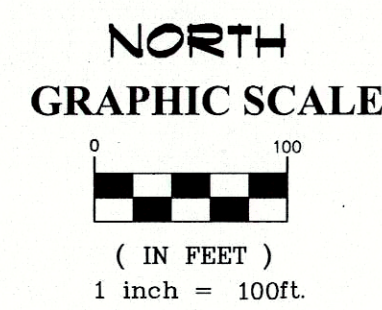
By \_\_\_\_\_ County Treasurer

KANABEC COUNTY RECORDER

Document No. \_\_\_\_\_

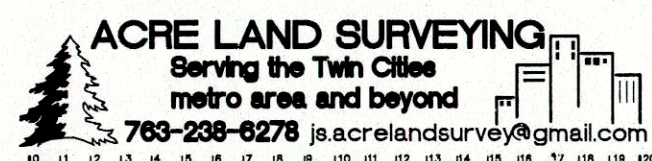
I hereby certify that this instrument was filed for record in the Office of the County Recorder for record on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ M. and was duly recorded in Kanabec County Records.

By \_\_\_\_\_ County Recorder



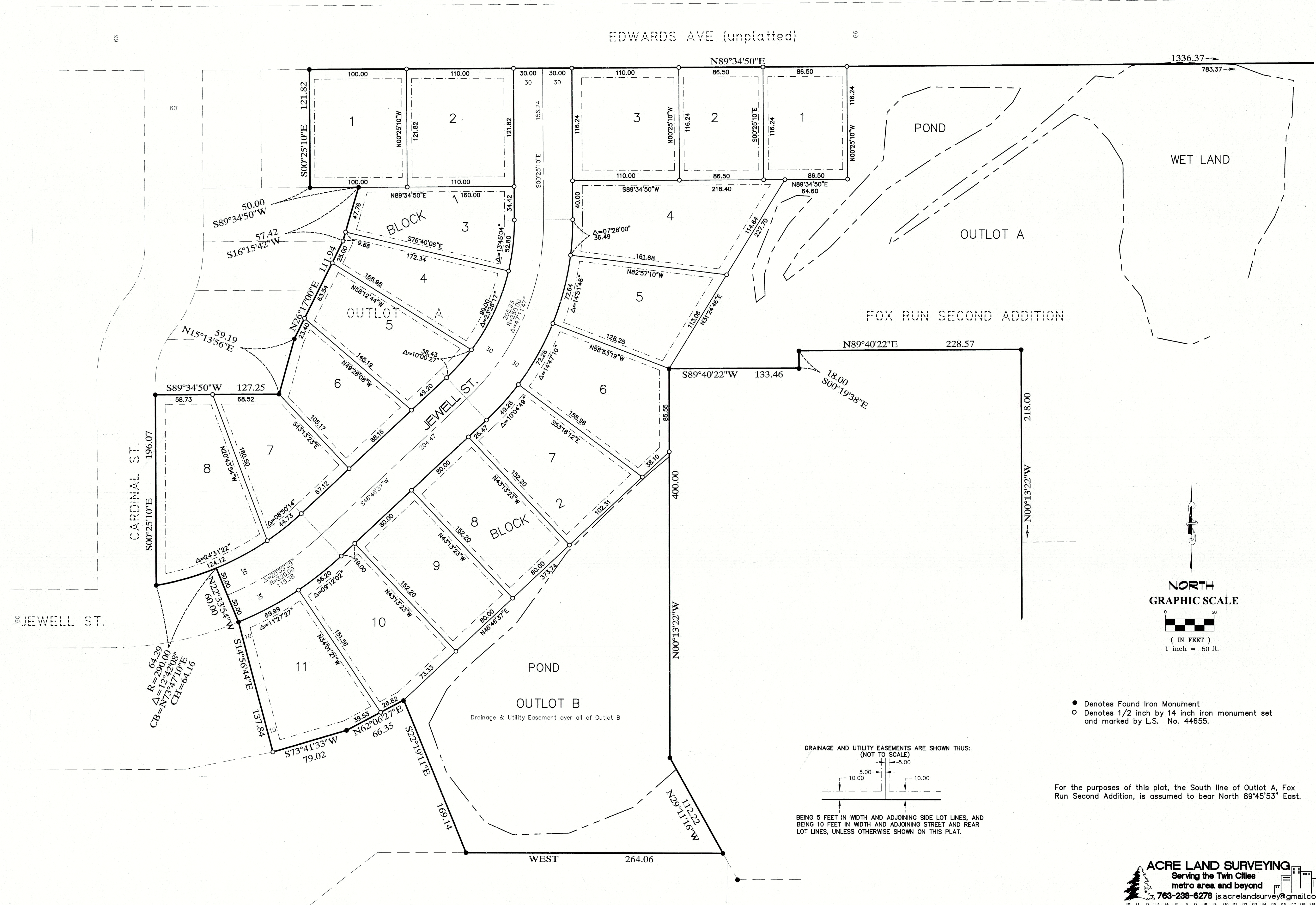
- Denotes Found Iron Monument
- Denotes 1/2 inch by 14 inch iron monument set and marked by L.S. No. 44655.

For the purposes of this plat, the South line of Outlot A, Fox Run Second Addition, is assumed to bear North 89°45'53" East.



# FOX RUN 3RD ADDITION

CITY OF MORA  
 COUNTY OF KANABEC  
 SECTION 13, T39, R24



**ACRE LAND SURVEYING**  
 Serving the Twin Cities  
 metro area and beyond  
 763-238-6278 [js.acrelandsurvey@gmail.com](mailto:js.acrelandsurvey@gmail.com)



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## MEMORANDUM

TO: Kirsten Faurie, Community Development Director

FROM: Greg Anderson, PE (Lic. MN)

DATE: May 15, 2024

RE: Fox Run 3rd Phase Final Plat and Plan Review  
SEH No. MORA0 173807 14.00

Per your request we have reviewed the revised plans for the above development prepared by Civil Methods, Inc. dated February 9, 2024. Similar plans were submitted in 2021 and reviewed with comments on the attached May 19, 2021, review memo.

Civil Methods addressed our 2021 comments on the attached memo in 2021, but the improvements never moved forward at that time. Based on our review of the February 9, 2024, plans, our comments from 2021 have been addressed in the new plans with one exception. Item #1 under Plat/Easements wasn't addressed.

This item doesn't need to be addressed at this time, but when the portion of Out lot A along Edwards Avenue to the east of Phase 3 is developed, a drainage & utility easement should be prepared & recorded to cover drainage from the basin proposed in Phase 3. As proposed, the drainage from this basin will discharge into Out lot A. This drainage will ultimately flow north under Edwards Avenue into the pond installed along the south side of Howe Avenue as part of Kanabec County's reconstruction of Howe Avenue in 2008.

ah  
attachment  
c: Joe Kohlgraf, City of Mora

x:\ko\m\mora0\173807\2024\developer reviews\fox run iii\fox run 3rd add review memo 2024 05 15.docx

Engineers | Architects | Planners | Scientists

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

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

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## MEMORANDUM

TO: Beth Thorp, Community Development Director

FROM: Greg Anderson, PE - City Engineer (Lic. MN)

DATE: May 19, 2021

RE: Fox Run 3rd Addition Preliminary Plat Review  
SEH No. MORA0 145879 14.00

Per your request we have reviewed the street, utility and drainage plans that accompanied the preliminary plat submitted for the 3<sup>rd</sup> Addition of the Fox Run Development. The plans were prepared by Civil Methods Inc. and dated March 3, 2021. Our comments are as follows:

### DRAINAGE

1. NPDES permit states in rule 18.3, "The basin/s permanent volume must reach a minimum of at least three (3) feet and must have no depth greater than 10 ft." The basin in the 3<sup>rd</sup> Addition currently only has two (2) feet of permanent storage. **Addressed.**
2. Identify an emergency overflow for the pond, NPDES permit rule 18.7. **Riprap EOF shown on C60.**
3. Provide a narrative of the downstream outlet's capacity and ability to accept the flow.  
**Discharge rates for design events are being reduced (see Stormwater Management memo - March 1, 2021).**

### UTILITIES

1. City of Mora utility staff will witness and approve connections to the existing water main and sanitary sewer system. City staff will also operate all existing gate valves. **Note added.**
2. The developer/contractor shall televise all new sanitary and storm mains after installation and provide televising records per the attached City standard specification. **Note added.**
3. The existing 8-inch water main in Edwards Avenue runs the entire length of Edwards Avenue. Civil Methods should revise their sheet C51 to reflect the existing water main and service/hydrant connections. **Addressed.**
4. Civil Methods should add a note to sheet C51 to protect existing water main during the installation of the new sanitary sewer in Edwards Avenue. **Addressed.**
5. General note #6 on the civil sheets should note Neenah Casting number R-1733 with concealed pick holes. This should be changed on all plan sheets that the note appears **Addressed.**
6. All new sanitary sewer service lines shall have tracer wire and a locate box installed. See attached City detail and specifications. **Addressed.**
7. New curb stops & boxes, corporation stops and hydrants shall match city standard. See attached city standard specifications. **Addressed.**

Engineers | Architects | Planners | Scientists

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## **STREETS**

1. Attached are the City standard specifications for roadbed compaction and testing requirements. They should be incorporated into the developer plans. **Addressed.**
2. The developer will coordinate and pay for the appropriate soil testing noted above as well as concrete testing during installation of the new concrete curb & gutter. **Noted.**
3. It appears on the temporary cul-de-sac on the east end of Edwards Avenue that the concrete curbing goes “through” the cul-de-sac with bituminous wings behind the curb to create the temporary cul-de-sac. Please have the developer’s engineer confirm. **Correct.**
4. Install two (2) Red Reflective End of Roadway Markers on the east side of the temporary cul-de-sac on Edwards Avenue. **Addressed.**

## **PLAT/EASEMENTS**

1. Does the city need a drainage & utility easement covering the portion of Out lot A where the pond/storm sewer are?
2. Does the west side yard easement of Lot 11; Block 2 need to be wider to cover the existing storm sewer pipe or is it 10-feet similar to easements adjacent streets?

ah/GFA



# MEMORANDUM

Date: May 21, 2024  
To: Mayor and City Council  
From: Jeff Krie Activities & Recreation Coordinator  
RE: Library Needs Study

---

## SUMMARY

Staff is looking for approval to spend \$2,500 on a Needs Assessment Study for the Mora Public Library.

## BACKGROUND INFORMATION

Last fall staff received a call to see if current staff had been in any conversations with updating or replacing the Mora Public Library. This person wanted to remain anonymous and shared he might have interest in leaving a donation to the Mora Public Library if the City had intent to do something with the funds donated. Staff held a meeting with East Central Regional Library, (ECRL) in December to see what interest they had regarding the future of the Library in Mora. In the discussion ECRL shared that they could do an informal Space Needs Analysis. We received the report at the end of February. A second meeting as held in April to review the needs assessment. That discussion with ECRL, the librarian from the City of Mora Library, and the Friends of the Library resulted in the possibility of having a profession Needs Assessment done. Staff reached out to SEH and found out this is something they do and have done with ECRL. ECRL with their board approval has offered to help with the cost of the Needs Assessment . Staff is asking for \$2,500 and the total of the Needs Assessment is \$5,400 which the remainder would be paid by ECRL. In doing this staff and ECRL would have some idea on current and future anticipated library programming needs. Funding of the \$2,500 would come from money left over from the CIP from the Water Fountain Bottle Filling Station. With Council approval of the grant from SHIP and cost savings from placement of the station, the City saved approximately \$5,000 which some funds could be used to help pay for.

## OPTIONS & IMPACTS

- Allow staff to pay \$2,500 towards the Agreement for Professional Services by SEH for the Mora Library Space Needs Study. , pending ECRL has approval from their board to pay \$2,900.
- Do not allow staff to move forward with the Space Needs Assessment and work it into the budget for 2025 or dismiss the assessment all together.

## RECOMMENDATIONS

Allow the amount of \$2,500 to pay towards the Special Needs Assessment for the Mora Public Library to help for future planning and needs of the Mora Public Library.

Memorandum

*Attachments*

Agreement for Professional Services  
ECRL Space Needs Assessment

## Agreement for Professional Services

This Agreement is effective as of April 8, 2024, between City of Mora (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **Library Space Needs Study**

**Client's Authorized Representative:** Glenn Anderson  
**Address:** 101 Lake St S, Mora, Minnesota 55051, United States  
**Telephone:** 320-225-4806 **email:** g.anderson@cityofmora.com

**Project Manager:** Brian Bergstrom  
**Address:** 3535 Vadnais Center Drive, St. Paul, Minnesota 55110  
**Telephone:** 952-215-8118 **email:** bbergstrom@sehinc.com

**Scope:** The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 05.15.22), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

### Project Understanding

The City of Mora would like to complete a space needs assessment for their public library building to identify current and future anticipated needs. The current city-owned library is at 200 West Maple Avenue and library operations are provided by East Central Regional Library. The space needs study will review and document current and future anticipated library programming needs including spaces such as meeting and study rooms, collection size, staff work and office spaces, storage, and support areas.

### Scope of Services

The following space needs and building programming services will be provided:

- Review existing building drawings or previous reports if available.
- One (1) site visit to tour the existing library building and meet with library and city staff to discuss current and future anticipated building and space needs.
- Prepare draft space needs spreadsheet documenting the anticipated building and site needs. Space needs spreadsheet will include a list of anticipated rooms/spaces and allocated square footage.
- Attend one (1) review meeting with library and city staff to review the draft space needs spreadsheet. Following the review meeting the spreadsheet will be updated based on feedback provided.
- Prepare a brief written executive summary outlining the space needs process and findings.

### Deliverables

- Space needs spreadsheet
- Written executive summary

**Schedule:** It is anticipated that the Scope of Work and deliverables will be complete within approximately 4-weeks from receipt of a signed copy of this Agreement.

**Payment:** The lump sum fee is \$5,400 including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-2.

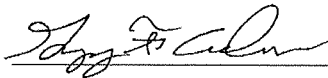
This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and

represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

**Other Terms and Conditions:** Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:  
None.

**Short Elliott Hendrickson Inc.**

**City of Mora**

By:   
Full Name: \_\_\_\_\_  
Title: Principal

By: \_\_\_\_\_  
Full Name: \_\_\_\_\_  
Title: \_\_\_\_\_

### ECRL Space Needs Analysis

Branch: Mora Public Library Date Feburary 2024  
 Presented by: Rachel Howell, ECRL Asst. Dir.

*This worksheet is provided as a starting point only. Actual space needs may be different based on the input and expertise of architects or designers. ECRL does not intend for this worksheet to take the place of considered, professional input.*

**For maximum flexibility, program spaces are grouped into three categories:**

- 1. Required within the library proper**
- 2. Required, but could be shared space**
- 3. Highly recommended but not required**

Planning for library space is complex and involves many calculations related to how the space is used and the flexibility of use. These worksheets have been developed using industry standards and ECRL-specific needs.

Square footage estimates for all use-specific (program) areas are provided within a range of economical to comfortable efficiency levels. This refers to the proportion of space given to specific use areas as opposed to transitional or open areas. The higher the efficiency (economical - 75%) the less space required. However, the lower efficiency (comfortable - 70%) allows for more openness and transitional space, and this may provide for a more welcoming and inviting space. Different program areas can be different efficiencies, depending on funding and the priorities set by the City and ECRL.

The design population is based on best estimates of the communities within the ECRL service area that are most likely to use the library. This will always include the host city, and may include surrounding communities depending on funding sources, usage patterns, etc.

It should be noted that while the minimum estimated space needed for a Mora library is not significantly greater than the current building square footage, the current layout does not make the best use of the space. The area for events and programming is oversized while the areas for collection, staff work areas, etc. are undersized. Because these areas are over two floors without an elevator, there is no effective way to resolve the problem.

Current borrowers	8,508		
Project design population	13,937		
Current building square footage	7,900		
<b>Recommended square footage</b>	<b>6,173</b>	<b>to</b>	<b>10,867</b>

**Required Program Areas, in library**

Range: 4,809 to 8,258 square feet

*Collection:*

The collection remains the heart of the library - shelves of books, music and DVDs ready and waiting for patrons. Depending on community needs, the collection size may be basic or growing. Basic collection size means that the collection holds enough of the essentials to meet general needs with some browsability. A growing collection will allow for a wider range of materials, some special collections, and more browsability.

The current collection space is not adequate for the needs of the community: juvenile shelving is too tall to be accessible for many kids, the young adult section lacks privacy and its own personality, media is cramped, etc.

Basic Collection		Growing Collection	
28,635 Items		62,874 Items	
Building Efficiency (sq ft)		Building Efficiency (sq ft)	
Economical	Comfortable	Economical	Comfortable
2,057	2,125	4,469	4,619

*Technology, Readers' Seating and Staff Work Area:*

The library provides a number of technology needs for the community. Patrons use the library's Public Access Internet stations, work stations, printers, and copier. In addition, the library's catalog is a computer station. Patrons need room for paper and research materials. They also need enough room between stations for privacy in their work.

Readers' Seating is essential to make the space welcoming and effective for patrons. Ideally the seating will be spread throughout the library, with both lounge and table seating in multiple areas to fit patrons' individual and group needs.

Libraries are more and more becoming the 'community living room' where patrons gather with friends and neighbors, students and artists show their work, community groups post their news, etc. Meeting these needs requires additional flexible space. Therefore, ECRL recommends providing readers' seating at the comfortable level.

	Building Efficiency (sq ft)	
	Economical	Comfortable
Technology use areas	565	580
Basic readers seating	1,863	2,670
Basic staff work space	324	389
<b>Total</b>	<b>2,752</b>	<b>3,639</b>



**Required Spaces that could be shared**

Range: 786 to 1,663 square feet

Meeting/event rooms, staff break room, and non-assigned spaces.

The spaces below are essential for a well-functioning library. In a shared-use facility, they could be part of shared space with other tenants.

Meeting and event rooms should be as flexible and functional as possible. Multi-use spaces should have sufficient storage area to hold unused tables/chairs, etc. when necessary without negatively impacting the comfort or function of the room.

Staff break areas should, at minimum, provide room for equipment such as a small refridgerator, microwave and sink, as well as a small table and chairs.

Non-assigned spaces are those spaces needed in any public facility - public restrooms, lobby, HVAC closet, etc. They are generally determined as a percentage of the overall facility.

	Building Efficiency (sq ft)	
	Economical	Comfortable
Meeting/Event Rooms	2	2
Staff Break Room	200	250
Non-assigned space	584	1,411
<i>Total</i>	<i>786</i>	<i>1,663</i>

**Recommended spaces within the library**

Range: 578 to 946 square feet

*Study rooms, volunteer work areas, additional seating.*

Study rooms are becoming increasingly popular in libraries. Libraries are no longer the universally quiet places of yesteryear, so it is important to consider the needs of patrons looking for quiet spaces. In addition, group study rooms are increasingly popular as education trends emphasize group projects. For both of these reasons, individual study carrels are no longer sufficient. In order to ensure that the new space will be relevant and useful for the community, ECRL strongly recommends providing private, quiet-zone study rooms.

Additional recommended staff areas have a significant positive impact on the public. One of the most frequent requests by patrons is for a walk- or drive up, indoor book drop. ECRL recommends these as well, for protection of the collection and efficiencies for staff. In addition, programming and collection management both take considerable storage and work space. Making room for these processes out of the public eye provides a more aesthetically pleasing space for the public and allows staff to be more efficient in their work.

ECRL volunteers and Friends of the Library provide essential support for the library and community. Many of their activities - like fundraising book sales - require a significant amount of storage and work area. Planning for these spaces will mean that library volunteers can engage in their important work without negatively impacting staff or patrons.

	Building Efficiency (sq ft)	
	Economical	Comfortable
Study rooms	460	800
Additional staff areas	109	134
FOL/Vol work area	9	12
<b>Total</b>	578	946

**Total space needs**

Range: 6,173 to 10,867 square feet

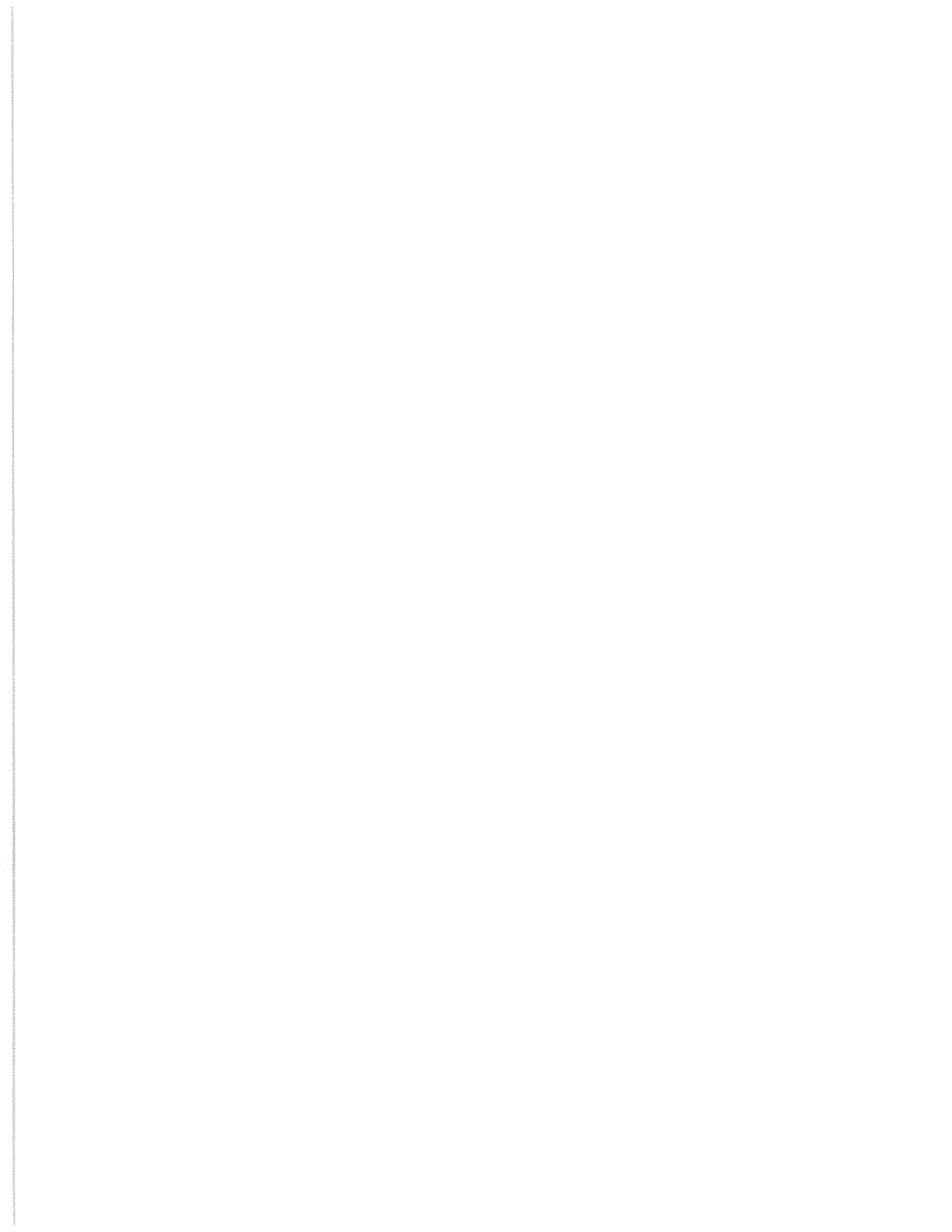
*Total requirements*

We encourage City stakeholders to review policies and work with ECRL staff to ensure that any plans meet ECRL policies. In addition, ECRL strongly recommends that Cities work with a designer or architect who is familiar with library design to determine the final space requirements and allocations.

Final plans for a new or renovated library within the ECRL system must be approved by the ECRL Board of Directors and include a local Branch Agreement.

ECRL staff welcome further collaboration and communication with the City and Friends as we work through this process.

		Economical Spacing	Comfortable Spacing
<b>Required spaces</b>	Collection, technology, minimum seating and staff work areas	4,809	8,258
<b>Required, could be shared</b>	Event/meeting rooms, staff break room, non-assigned spaces like bathrooms	786	1,663
<b>Recommended</b>	Private study rooms, additional staff / volunteer work areas	578	946
<b>Total square feet</b>		<b>6,173</b>	<b>10,867</b>





# MEMORANDUM

Date: May 21, 2024  
 To: Mayor and City Council  
 From: Kelly Christianson, Accountant  
 RE: 2024 Budget Amendment and Interfund Transfer Resolution No. 2024-523

**SUMMARY**

Approving proposed budget amendment and accompanying interfund noted on Resolution

**2024-523. BACKGROUND INFORMATION**

Budget amendments are periodically needed to align the City’s spending plan. The following amendments are to align the fire department budget with the Council approved purchase of 2000 gal. all-poly tanker truck. The interfund transfer was not previously part of the approved 2024 MAFD budgeted transfers and was not included in the 2024 adopted budget. This transfer needs to be acted upon by the City Council before funds can be moved at a fund level as they exceed budgeted appropriations.

**Budget Amendments for Fund 407, Future Fire Equipment Fund:**

Type	Account Code	Account Description	Current 2024 Budget	(Proposed) Amended 2024 Budget	Change from Current Budget (\$)	Justification
Expenditures	E 407-47410-712	Transfer to Special Revenue Fund	41,200	184,427	(143,227)	Staff recommends increasing the transfer out of Future Fire Equipment Fund dollars by \$143227 for the balance of the 2000 gal. Tanker Truck purchase from Midwest Fire & Equip
			\$ 41,200	\$ 184,427	\$ (143,227)	Net effect to Fire Fund Reserve Balance

**Budget Amendments for Fund 225, Fire Fund:**

Type	Account Code	Account Description	Current 2024 Budget	(Proposed) Amended 2024 Budget	Change from Current Budget (\$)	Justification
Revenues	R 222-42220-39214	Transfer from Capital Projects Fund	41,200	184,427	143,227	Staff recommends increasing the transfer in of Future Fire Equipment Fund dollars by \$143227 for the balance of the 2000 gal. Tanker Truck purchase from Midwest Fire & Equip
Expenditures	E 222-42220-500	Capital Outlay	15,900	159,127	(143,227)	Increase budget to include balance of 2000 gal. Tanker Truck purchase from Midwest Fire & Equip
			\$ 57,100	\$ 343,554	\$ -	Net effect to Fire Fund

OPTIONS & IMPACTS

---

- A. Motion to approve 2024 budget amendments and accompanying interfund transfer resolution, as presented. This uses funds from the Future Fire Equipment Fund to cover the balance of the new 2000 gal. all-poly tanker truck purchased through the Fire Fund. Approval of budget amendments and interfund transfers are required for a clean audit.
- B. Do not approve 2024 budget amendments. This will leave a negative balance in the Fire Fund, negatively impacting the fire department's operational capacities, future spending plans and contrary to city fund balance policy.

RECOMMENDATIONS

---

Motion to approve 2024 budget amendments and accompanying Resolution No. 2024-523 as presented.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
APPROVING THE TRANSFER OF MONIES FROM THE FUTURE FIRE EQUIPMENT FUND  
TO THE FIRE FUND**

WHEREAS this resolution is intended to summarize the 2024 transfer of monies between funds which are needed to fund the balance of the approved purchase of a 2000 gal. all-poly tanker truck.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Mora, Kanabec County, Minnesota reaffirms the transfer of monies between funds for 2024 as summarized by the following:

As recommended per City Staff based on activity during the 2024 fiscal year:

A transfer of \$143,227.00 from the Future Fire Equipment Fund (407) to the Fire Fund (222).

1. This transfer will provide the financial resources needed to fund the balance of the approved purchase of a 2000 gal. all-poly tanker truck. The purchase of the tanker truck from Midwest Fire and Equipment was approved by the City Council on December 20, 2022.

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 21<sup>st</sup> day of May 2024.

ATTEST:

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

\_\_\_\_\_  
Glenn Anderson, City Administrator



# MEMORANDUM

Date: May 21, 2024  
To: Mayor and City Council  
From: Jeff Krie Activities & Recreation Coordinator  
RE: Kanabec County Agricultural Society Agreement

---

## SUMMARY

Staff and the Kanabec County Agricultural Society Agreement reviewed and updated a Memorandum of Understanding between the two parties to be approved and signed the by the City of Mora and the Kanabec County Agricultural Society.

## BACKGROUND INFORMATION

Staff and the Kanabec Agricultural Society for the last few years have met to discuss the properties at the Mora Fair Grounds and those owned by the City of Mora to make sure there were no issues between the two groups. The entrance to get to the MAC is owned by the Agricultural Society. Reviewed were the duties and responsibilities of both parties between those two parties as part of the land that is shared. The last Cooperative Agreement that was signed was in 1987. This year when staff and the Kanabec Agricultural Society met it was decided to write up a new agreement to be agreed upon and signed by both parties. Attached are two pictures of the area. One is the area owned by the Kanabec County Agricultural Society and the other picture shows the area the City of Mora maintains.

## OPTIONS & IMPACTS

- For City Council to review and approve the Memorandum of Understanding or make any suggestions that Council feels is necessary.
- For City Council to reject the Memorandum of Understanding and give direction going forward.

## RECOMMENDATIONS

For City Council to approve and sign the Memorandum of Understanding between the City of Mora and the Kanabec County Agricultural Society .

### *Attachments*

Memorandum of Understanding

Cooperative Agreement Signed 1987

Picture of ownership of property by Kanabec County Agricultural Society.

Photo of area of maintenance by the City of Mora.



# MOU

## KCAS/City of Mora

**Whereas:** Kanabec County Agricultural Society hereinafter **KCAS**, and the City of Mora hereinafter, **The City**, own adjacent parcels of land commonly referred to as the fairgrounds and

**Whereas:** The parties wish to establish a relationship regarding these parcels, their maintenance and use and

**Whereas:** Both entities wish to work cooperatively for the benefit of our community.

This is a **Memorandum of Understanding** between Kanabec County Agriculture Society here in after referred to as **KCAS** and The City of Mora here in after referred to as **The City**. This agreement is in regards to the use and maintenance of their contiguous properties located at 701 S Union St. Including parcels:

22.0635.00 (**KCAS**)

22.00640.00/22.04930.00/22.04935.00 (**The City**).

It is hereby agreed that **The City** will mow and maintain the area from north border to south border as shown on Attachment A. This includes swimming pool parking, Dala Horse and Lions Park/Kids Kingdom lawns and structures. **KCAS** will mow and maintain all other grassy areas of the fairgrounds west of said line. See map **A**

It is further agreed that each party will maintain liability and other such insurance as needed on their respective properties naming the other party as an also insured.

The roadway around the Data Horse, currently used as the entrance to: Fair grounds/ Lions Park/Kids Kingdom parking, Mora Civic Center, Pool parking, and City snow stockpiling, up to the west end of the Rabbit barn, will be jointly maintained by KCAS and The City as needed . Major resurfacing will be born equally by both parties with consent. See map A.

The City property used for pool parking may be (pursuant to MN Statutes Chapter 38) used by **KCAS** during the week of the County Fair (Monday prior through Monday after) for it's own purposes with no restriction or cost and for other large events as requested with notice to **The City** at least one month prior to the event.

During the County Fair each year **KCAS** will provide. Five (5) parking passes to be used by pool staff during the fair. **KCAS** will further pay for the use of the Lions park dumpster and will clean and maintain the Lions bathrooms from the Monday before through the Monday after the Fair.

**KCAS** and **THE CITY** will continue to cooperate on issues arising from maintenance and use of the jointly used properties and will notify each other as issues arise from any of the properties.

This agreement will be reviewed annually by a committee made up of two City and a KCAS representatives in April of each year.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2022

KCAS

The City

\_\_\_\_\_  
President Deven Kelling

\_\_\_\_\_  
Secretary Ramona Kastenbauer

\_\_\_\_\_  
Mayor of the City of Mora

COOPERATIVE AGREEMENT

THIS AGREEMENT made and entered into this 6th day of October, 1987, by and between the Kanabec County Agricultural Society (hereinafter sometimes called "Fair Board"), Independent School District 332 (hereinafter sometimes called "School"), the Mora Area Youth Recreation Association (hereinafter called "MAYRA"), and the City of Mora (hereinafter called "City"),

WITNESSETH:

WHEREAS, the Fair Board is the owner of certain lands hereinafter described located within the City of Mora, which lands have traditionally been used for the staging of the annual Kanabec County Fair, and

WHEREAS, School and MAYRA each operate youth hockey programs within the City of Mora, which said hockey programs would benefit from the availability of an indoor ice rink during the months of September through May of each year, and

WHEREAS, the Fair Board would benefit from the use of a building during the Kanabec County Fair of each year, and

WHEREAS, School, MAYRA, and Fair Board are desirous of constructing a building upon the real property of Fair Board, to be used jointly by them for their mutual benefit, and

WHEREAS, the City of Mora, recognizing that the building will generally serve the public and the residents of Mora, therefore wishes to support the project,

NOW, THEREFORE, in consideration of their mutual covenants hereinafter set forth, the parties do agree as follows:

1. Acting pursuant to the provisions of M. S. 471.15 to 471.19, the parties hereby agree to cooperate among themselves to operate a program of public recreation, which said program will consist primarily of the construction of a building capable of housing a hockey rink upon land owned by the Fair Board.

2. The construction plans and specifications of the proposed building, together with associated utilities' lines, are appended hereto as Exhibits A\_\_\_\_ through A\_\_\_\_ and made a part of this agreement. (The building, and utilities' lines are sometimes hereinafter collectively called "The Facility".)

3. The site plan for The Facility and the legal description of the real property involved are as indicated on Exhibit B appended hereto and made a part hereof.

4. To enable MAYRA to construct The Facility and have access to it, the Fair Board shall grant to MAYRA and the Mora Municipal Utility necessary easements for a period of 99 years. Consideration for the granting of easements shall be as follows:

a. The Fair Board shall be entitled to exclusive use of The Facility during a two-week period each year which will include the dates of the Kanabec County Fair, said period to be within the months of July, August, or September and to be selected by the Fair Board not later than October 1st of each year.

b. The Fair Board shall receive an annual fee of contribution from MAYRA in the amount of Two Thousand Dollars (\$2,000) on or before October 1st of each year.

c. The Fair Board shall have the use of one room in The Facility for its secretary's office throughout the year.

d. MAYRA will pay for the relocation or removal of existing buildings currently occupying the site.

5. The Facility shall be constructed by MAYRA and shall be the property of MAYRA, its successors or assigns. MAYRA will arrange for financing of construction of The Facility and will be responsible for initial and subsequent capital costs. Capital costs are defined as expenditures

which result in the acquisition of or addition to fixed assets, specifically including interest and debt service costs incurred to finance construction.

6. School agrees to use The Facility for its hockey program for a period of at least five (5) years. School shall pay for its use at the same rate as is charged to other high school programs. The school shall enjoy priority of use of The Facility during the period 16 April through 14 October of each year, subject to the right of the Fair Board to have exclusive use during its two-week period as hereinabove set forth.

7. MAYRA shall enjoy priority of use of The Facility during the period 15 October of each year through 15 April of the succeeding year.

8. There shall be established a Management Committee to be formed of six official members and one ex officio non-voting member. Two members of the Management Committee shall be appointed by the Fair Board, two members by the School, two members by MAYRA, and one ex officio member to be appointed by the Mora City Council. The Management Committee shall oversee the construction of The Facility, as well as any additions or modifications which may be made to The Facility in the future. No modifications to construction plans shall be made without giving due consideration to the effect upon the anticipated use of The Facility by the Fair Board for its annual Kanabec County Fair and to the conduct of a sport of ice hockey. The Management Committee shall establish a schedule of events and a schedule of fees to be paid by users in such amounts as will defray operating expenses. Any surplus of receipts remaining in the hands of the Management Committee at the end of any fiscal year shall be applied toward the reduction of MAYRA's debts for construction of the building. At such time as the building shall have been paid for in full, then any such excess operating funds remaining at the end of each fiscal year shall be divided as follows: Thirty (30%) Percent to Fair Board, Seventy (70%) Percent to MAYRA.

9. As its contribution to the project, the City of Mora agrees as follows:

a. Payment of fees associated with the issuance of a building permit shall be waived, except the payment of the Minnesota Building Permit Surcharge.

b. Payment of sewer and water access charges payable in connection with connecting to the City's sewer and water systems shall be waived.

c. The City shall waive payment of inspection fees associated with the construction of The Facility.

d. The Mora Municipal Utilities shall provide line extension.

10. At such time as the building shall become insurable, MAYRA shall keep the building insured against loss by fire and windstorm. Additionally, each party using The Facility shall be responsible to provide its own liability insurance coverage and shall at all times maintain the same in full force and effect providing coverage for personal injury of any person up to \$ \_\_\_\_\_ and up to a maximum of \$ 1,000,000. for any single incident or accident. Each party shall name the other parties as additional insureds under its policy. Each party shall also be solely responsible to provide any insurance coverage upon its personal property located within the premises.

11. In the event MAYRA should at any time elect to sell voluntarily or transfer its interest in this Agreement or the easement or easements it enjoys hereunder or in The Facility, the Fair Board shall enjoy the right of first refusal, which is to say that the Fair Board may acquire from MAYRA any such interest it wishes to transfer upon the same terms as are contained in a bona fide offer from any potential transferee. Further, in the event of an involuntary transfer of MAYRA's interest in The Facility, this Agreement or the easements held by MAYRA pursuant to this Agreement, the Fair Board shall

enjoy the option of redeeming from any foreclosure sale or sheriff's sale and any security agreements or any other pledge entered into by MAYRA for the purpose of financing the project shall contain a provision binding the secured party to such option.

12. The School shall enjoy the second right of refusal and a second option of redeeming from any foreclosure sale or sheriff's sale. That is to say, should Fair Board fail to exercise its right of first refusal, then the School Board shall enjoy the right of second refusal. Further, any security agreements or other pledge entered into by MAYRA for the purpose of financing the project shall contain a provision binding the secured party to afford to School Board an option to redeem, subject only to the prior option of the Fair Board to so redeem.

IN TESTIMONY WHEREOF, the parties hereto have set their hands and seals the day and date indicated.

INDEPENDENT SCHOOL DISTRICT 332

KANABEC COUNTY AGRICULTURAL SOCIETY

By: *[Signature]*

By: *[Signature]*

By: *[Signature]*

By: *[Signature]*

MORA AREA YOUTH RECREATION ASSOCIATION

THE CITY OF MORA

By: *[Signature]* PRES

By: *[Signature]*

By: *[Signature]*

By: *[Signature]*

Dated:

EXHIBIT A

Construction plans and specifications of the proposed building should be attached when available.



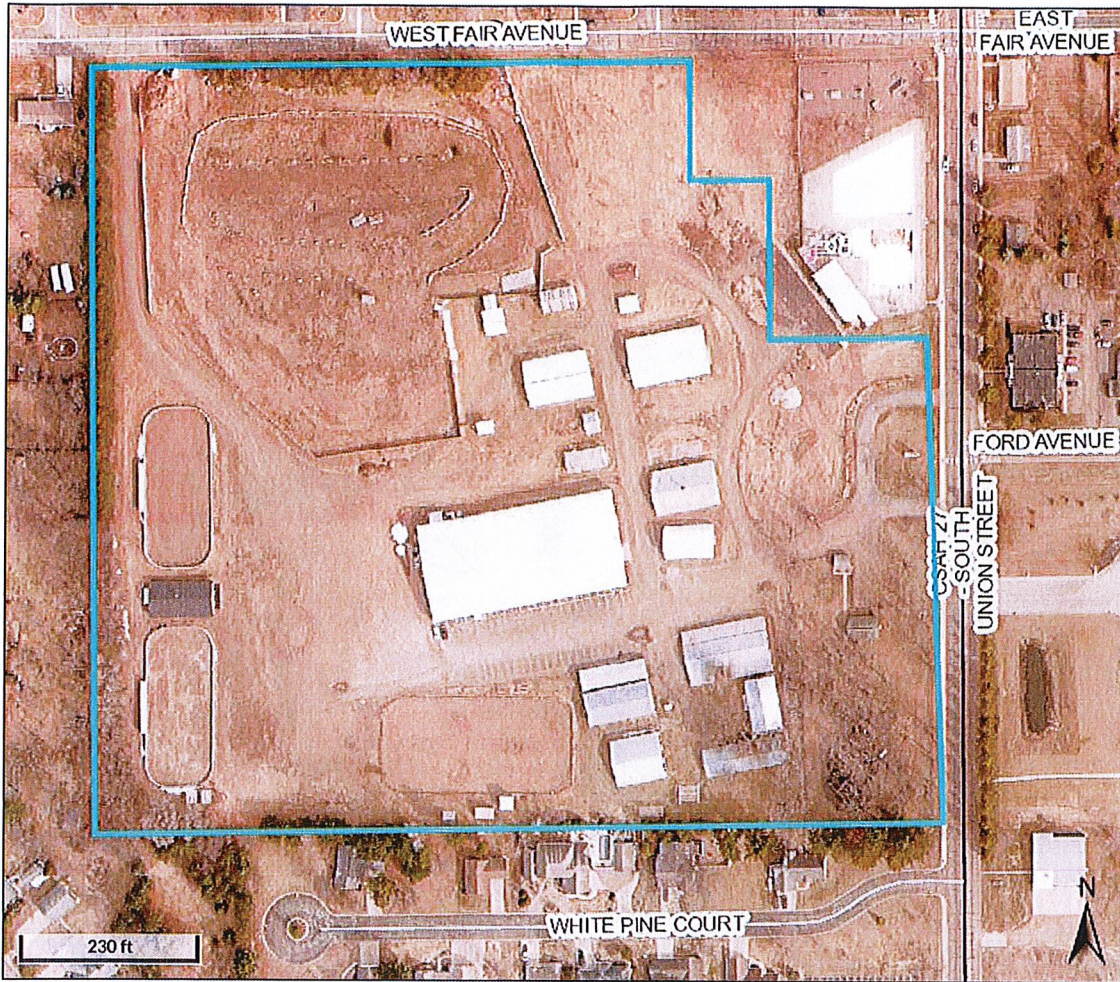
EXHIBIT B

Legal Description:

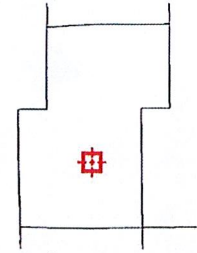
The legal description of the property upon which Fair Board shall grant an easement to MAYRA shall be part of the Southeast Quarter of the Northwest Quarter (SE 1/4 of NW 1/4) of Section Fourteen (14), Township Thirty-Nine (39), Range Twenty-Four (24), Kanabec County, Minnesota. The exact legal description will be determined following a survey.

Sites Plan:

The exact site plan will be developed following a survey of the area. Until agreement is reached in principal, funds for a registered surveyor shall not be expended, but the parties agree that the site of the proposed building shall be approximately that now occupied by the "Whittier School Building" which will be relocated.



Overview



Legend

-  Townships
- Roads**
-  MN Highway
-  County Highway/Road
-  Township Road
-  Municipal Road
-  State Forest Road
-  Roads
-  Other

Parcel ID	22.00635.00	Alternate ID	n/a	Owner Address	COUNTY OF KANABEC AG SOCIETY
Sec/Twp/Rng	14-039-024	Class	931 - CHARITABLE INS		C/O KATHI ELLIS
Property Address	701 UNION ST S	Acreage	n/a		2358 230 AVE
	MORA				MORA, MN 55051

District MORASCH0332

**Brief Tax Description** Sect-14 Twp-039 Range-024 SE1/4 OF NW1/4 EX PLAT OF FAIR ADDN; EX STRIP OF LAND 66' IN WIDTH, C/L WHICH WOULD BE C/L OF FAIR AVE IF EXT, FROM PARK ST TO GROVE ST IN VILLAGE OF MORA; EX ALL THAT PT OF SE1/4 OF NW1/4 LYING S OF FAIR AVE & W OF E LINE OF GROVE ST, IF EXT S TO S LINE OF SAID FORTY IN VILLAGE OF MORA; EX PT SE1/4 OF NW1/4 DESC AS COM AT SW COR OF LOT 4, BLK 5, FAIR ADDN, THEN E ALONG S LINES OF LOTS 4 & 3, OF SAID BLK 5 TO AN INTERS WITH W R/W LINE OF UNION ST, THEN S ALONG W R/W LINE 200' THEN W & PAR WITH S LINE OF SAID LOTS 3 & 4 300' THEN N & PAR WITH SAID W R/W LINE OF UNION ST 200' TO PT OF COM; & PT SE1/4 OF NW1/4 DESC AS FOLL: BEG AT SW COR OF LOT 4, BLK 5 OF PLAT OF FAIR ADDN THEN E ALONG S LINE OF SAID LOT 4 100' THEN S, PAR WITH W R/W LINE OF UNION ST 200' THEN W, PAR WITH S LINE OF LOT 4 OF SAID BLK 5 100' TO PT 300' W OF W R/W LINE OF UNION ST, AS MEAS ALONG A LINE PAR WITH S LINE OF SAID BLK 5, THEN N, PAR WITH SAID W R/W LINE 200' TO POB (FAIRGROUNDS)

(Note: Not to be used on legal documents)

Date created: 4/4/2022

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Developed by  **Schneider**  
GEO SPATIAL



Woodland St

Fair Ave W

Fat Oaks Dr

Fiskville Leathers

Riverside St

B&B

Mora Aquatic Center

Mora Ice Arena

Fair Ave W

Kids Kingdom/ Mora Lion's Park

Whitepine Ct

Akerman Ingebrand Funeral Home

S Union St

Data Horse

Emmanuel Baptist Church

Fair Ave

S Union St

Kwik Trip #1037



# MEMORANDUM

Date May 21, 2024  
To Mayor and City Council  
From Natasha Segelstrom, Administrative Services Director  
Joe Kohlgraf, Public Works Director  
RE State Appropriations for Mora Outlet Pipe – High Water Mitigation

## SUMMARY

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In 2021 former City Administrator Lindy Crawford submitted a Capital Budget Appropriations request with the state of Minnesota for Flood Hazard Mitigation for Lake Mora. This application for state appropriated funds was in response to the flooding that occurred in 2019 and in 2020.

The Capital Budget Appropriation request was approved in the 2023 Minnesota Session Laws – 2023 Regular Session under Chapter 72- H.F.No.669. The City of Mora was awarded a grant Natural Resources grant for High Water Mitigation for \$1,800,000. The grant for the City would assist with the design and construct improvements to mitigate high water in Mora Lake, including installation of intake and outlet structures and associated sanitary sewer and road replacement.

To move forward with the planning process, the City Council must adopt a resolution for State Appropriations for the City of Mora and the Mora Lake Outlet Pipe High Water Mitigation.

## OPTIONS IMPACTS

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If the City Council does not adopt the resolution, the project cannot move forward and would face losing \$1,800,000 grant money appropriated from the State of Minnesota.

## RECOMMENDATIONS

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MOTION to approve Resolution No. 2024-524 A Resolution for State Appropriations for the City of Mora and Mora lake Outlet Pipe High Water Mitigation.

## Attachments

*Resolution No. 2024-524*

*Chapter 72 2023 MN Laws HF 669 Mora Lake Storm Water Pipe*

**Resolution No. 2024-524**

**RESOLUTION FOR STATE APPROPRIATIONS FOR CITY OF MORA AND MORA LAKE  
OUTLET PIPE HIGH WATER MITIGATION**

**BE IT RESOLVED** that the State of Minnesota appropriated **\$1,800,000.00** to the Department of Natural Resources for a pass-through grant to the **City of Mora** for **Mora Lake Outlet Pipe High Water Mitigation**.

**BE IT FURTHER RESOLVED** that the State of Minnesota requires that the CITY OF MORA provide an official request for appropriations, and that CITY OF MORA will act as the lead agency for the MORA LAKE OUTLET PIPE HIGH WATER MITIGATION.

**BE IT FURTHER RESOLVED** that **City of Mora**, hereinafter referred to as the “Requestor” act as legal sponsor for **Mora Lake Outlet Pipe High water Mitigation** and that **Natasha Segelstrom, City Clerk** is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the Requestor.

**BE IT FURTHER RESOLVED** that the Requestor has the legal authority to apply for financial assistance, and the institutional, administrative, and managerial capability to ensure adequate acquisition, maintenance and protection of the proposed project.

**BE IT FURTHER RESOLVED** that the Requestor hereby pledges to complete the project or phase if it exceeds the total funding provided by the Department of Natural Resources.

**BE IT FURTHER RESOLVED** that the Requestor has not incurred any reimbursable expenses prior to the effective date of the appropriation.

**BE IT FURTHER RESOLVED** that the Requestor has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

**BE IT FURTHER RESOLVED** that upon approval of its request by the state, the Requestor may enter into an agreement with the State of Minnesota for the above-referenced project, and the Requestor certifies that it will comply with all applicable laws and regulations as stated in the contract agreement.

**NOW THEREFORE BE IT RESOLVED** that **City Clerk, Natasha Segelstrom** is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the Requestor.

**I CERTIFY THAT** the above resolution was adopted by the **City Council**, of **the City of Mora** on May 21, 2024.

**SIGNED:** \_\_\_\_\_  
**Jake Mathison, Mayor**

**DATE:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_  
**Natasha Segelstrom, City Clerk/Treasurer**

**DATE:** \_\_\_\_\_

# Office of the Revisor of Statutes

## Office of the Revisor of Statutes

### Minnesota Session Laws - 2023, Regular Session

Authenticate  PDF

Key: (1) ~~language to be deleted~~ (2) new language

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#### CHAPTER 72--H.F.No. 669

*An act relating to capital investment; authorizing spending to acquire and better public land and buildings and for other improvements of a capital nature with certain conditions; establishing new programs and modifying existing programs; modifying prior appropriations; authorizing the sale and issuance of state bonds; authorizing the conveyance of state bond-financed property; requiring reports; appropriating money; amending Minnesota Statutes 2022, sections 116J.417, subdivision 2; 174.38, subdivisions 1, 3; Laws 2018, chapter 214, article 1, sections 7, subdivisions 7, 9, 11, 18; 16, subdivisions 14, 19, as amended; 17, subdivision 7, as amended; 18, subdivision 5; 21, subdivisions 17, 29, as amended; Laws 2020, Fifth Special Session chapter 3, article 1, sections 7, subdivisions 12, 18, as amended, 24; 15, subdivision 6; 16, subdivisions 4, 11, 25, 26; 17, subdivisions 7, 13; 20, subdivision 11; 21, subdivisions 17, 36, 46, 48; 22, subdivisions 15, 33, as amended; article 3, section 2, subdivision 2.*

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

#### ARTICLE 1

#### APPROPRIATIONS

##### Section 1. CAPITAL IMPROVEMENT APPROPRIATIONS.

(a) The sums shown in the column under "Appropriations" are appropriated from the bond proceeds fund, or another named fund, to the state agencies or officials indicated, to be spent for public purposes. Appropriations of bond proceeds must be spent as authorized by the Minnesota Constitution, article XI, section 5, clause (a), to acquire and better public land and buildings and other public improvements of a capital nature, or as authorized by the Minnesota Constitution, article XI, section 5, clauses (b) to (j), or article XIV. Unless otherwise specified, money appropriated in this act:

(1) may be used to pay state agency staff costs that are attributed directly to the capital program or project in accordance with accounting policies adopted by the commissioner of management and budget;

(2) is available until the project is completed or abandoned subject to Minnesota Statutes, section 16A.642;

(3) for activities under Minnesota Statutes, sections 16B.307, 84.946, and 135A.046, should not be used for projects that can be financed within a reasonable time frame under Minnesota Statutes, section 16B.322 or 16C.144;

(4) is subject to the policies and procedures adopted by the commissioner of management and budget or otherwise specified in applicable law; and

(5) is available for a grant to a political subdivision after the commissioner of management and budget determines that an amount sufficient to complete the project as described in this act has been committed to the project, as required by Minnesota Statutes, section 16A.502.

(b) Unless otherwise specified, appropriations in this article from the general fund are made in fiscal year 2024 and are onetime appropriations.

(c) Recipients of grants from money appropriated in this article must demonstrate to the commissioner of the agency making the grant that the recipient has the ability and a plan to fund the program intended for the facility. This paragraph does not apply to state agencies.

**APPROPRIATIONS**

Sec. 2. **UNIVERSITY OF MINNESOTA**

**Subdivision 1. Total Appropriation** \$ **135,950,000**

To the Board of Regents of the University of Minnesota for the purposes specified in this section.

**Subd. 2. Higher Education Asset Preservation and Replacement (HEAPR)** 43,350,000

To be spent in accordance with Minnesota Statutes, section 135A.046.

**Subd. 3. Twin Cities - Chemistry Undergraduate Teaching Laboratory** 92,600,000

To construct, furnish, and equip the renovation of and an addition to Fraser Hall for an undergraduate chemistry teaching laboratory facility on the Twin Cities campus. This project includes the demolition of obsolete portions of Fraser Hall.

**Subd. 4. University Share**

Except for the appropriations for HEAPR, the appropriations in this section are intended to cover approximately two-thirds of the cost of each project. The remaining costs must be paid from university sources.

**Subd. 5. Unspent Appropriations**

Upon substantial completion of a project authorized in this section and after written notice to the commissioner of management and budget, the Board of Regents must use any money remaining in the appropriation for that project for HEAPR under Minnesota Statutes, section 135A.046. The Board of Regents must report by February 1 of each even-numbered year to the chairs of the house of representatives and senate committees with jurisdiction over capital investment and higher education finance, and to the chairs of the house of representatives Ways and Means Committee and the senate Finance Committee, on how the remaining money has been allocated or spent.

Sec. 3. **MINNESOTA STATE COLLEGES AND UNIVERSITIES**

**Subdivision 1. Total Appropriation** \$ **179,752,000**

To the Board of Trustees of the Minnesota State Colleges and Universities for the purposes specified in this section.

**Subd. 2. Higher Education Asset Preservation and Replacement (HEAPR)** 44,733,000

To be spent in accordance with Minnesota Statutes, section 135A.046.

**Subd. 3. Minnesota State University, Moorhead** 23,099,000

To design, renovate, expand, and equip Weld Hall, including the construction of additions to improve building accessibility at Minnesota State University, Moorhead.

**Subd. 4. Inver Hills Community College** 22,025,000

To design, renovate, and equip the Technology and Business Center building, including the construction of a link to Heritage Hall at Inver Hills Community College.

**Subd. 5. Minneapolis Community and Technical College** 20,457,000

To design, renovate, and equip phases 1 and 2 of the Management Education Center shared with Metropolitan State University on the Minneapolis Community and Technical College campus to support baccalaureate programming expansion.

**Subd. 6. Pine Technical and Community College** 21,468,000

To design, renovate, construct, and equip the renovation of the main building allied health space and an addition of the technical trade and applied learning labs at Pine Technical and Community College.

**Subd. 7. Saint Paul College** 1,671,000

To design the renovation of classroom, lab, and student services space and design the demolition of the College Learning Center Building which will be replaced by the renovations at the Saint Paul College campus.

**Subd. 8. Northeast Higher Education District - Vermilion Community College** 3,633,000

To design, renovate, and equip the classroom building and common space at Northeast Higher Education District - Vermilion Community College.

**Subd. 9. Central Lakes College** 11,591,000

To design, renovate, and equip the student services, academic support areas, and athletics space of the Central Lakes College, Brainerd campus.

**Subd. 10. Northland Community and Technical College** 3,282,000

To design, renovate, and equip teaching and learning lab space at Northland Community and Technical College, East Grand Forks campus.

**Subd. 11. Minnesota State University, Mankato** 8,460,000

To design and renovate space in the lower level of the Clinical Sciences Building; to design the demolition and replacement of Armstrong Hall; and to design the partial renovation of Wiecking Center, Performing Arts Center, the Library, and Morris Hall at Minnesota State University, Mankato.

**Subd. 12. Winona State University** 4,866,000

To design a net zero energy building that will contain flexible classroom space and student support services and to design the demolition of Gildemeister and Watkins Halls which will be replaced by the net zero energy building at Winona State University.

**Subd. 13. Lake Superior College** 8,316,000

To design the renovation and construction of integrated manufacturing workforce labs and related support space at Lake Superior College.

**Subd. 14. Metropolitan State** 5,196,000

To design, renovate, and equip space in New Main Hall for the cybersecurity program at Metropolitan State University.

**Subd. 15. Alexandria Technical and Community College** 955,000

To design the renovation of student services spaces, the demolition of obsolete campus space, which will be replaced by the new renovated student services space and the new Transportation Center, and to design the construction of the Transportation Center at Alexandria Technical and Community College.

**Subd. 16. Debt Service**

(a) Except as provided in paragraph (b), the Board of Trustees shall pay the debt service on one-third of the principal amount of state bonds sold to finance projects authorized by this section. After each sale of general obligation bonds, the commissioner of management and budget shall notify the board of the amounts assessed for each year for the life of the bonds.

(b) The board need not pay debt service on bonds sold to finance HEAPR. Where a nonstate match is required, the debt service is due on a principal amount equal to one-third of the total project cost, less the match committed before the bonds are sold.

(c) The commissioner of management and budget shall reduce the board's assessment each year by one-third of the net income from investment of general obligation bond proceeds in proportion to the amount of principal and interest otherwise required to be paid by the board. The board shall pay its resulting net assessment to the commissioner of management and budget by December 1 each year. If the board fails to make a payment when due, the commissioner of management and budget shall reduce allotments for appropriations from the general fund otherwise available to the board and apply the amount of the reduction to cover the missed debt service payment. The commissioner of management and budget shall credit the payments received from the board to the bond debt service account in the state bond fund each December 1 before money is transferred from the general fund under Minnesota Statutes, section 16A.641, subdivision 10.

**Subd. 17. Unspent Appropriations**



(a) Upon substantial completion of a project authorized in this section and after written notice to the commissioner of management and budget, the board must use any money remaining in the appropriation for that project for HEAPR under Minnesota Statutes, section 135A.046. The Board of Trustees must report by February 1 of each even-numbered year to the chairs of the house of representatives and senate committees with jurisdiction over capital investment and higher education finance and to the chairs of the house of representatives Ways and Means Committee and the senate Finance Committee, on how the remaining money has been allocated or spent.

(b) The unspent portion of an appropriation for a project in this section that is complete is available for HEAPR under this subdivision, at the same campus as the project for which the original appropriation was made and the debt service requirement under this section is reduced accordingly. Minnesota Statutes, section 16A.642, applies from the date of the original appropriation to the unspent amount transferred.

Sec. 4. **EDUCATION** \$ **4,000,000**

To the commissioner of education for library construction grants under Minnesota Statutes, section 134.45.

Sec. 5. **MINNESOTA STATE ACADEMIES**

Subdivision 1. **Total Appropriation** \$ **9,037,000**

To the commissioner of administration for the purposes specified in this section.

Subd. 2. **Asset Preservation** **1,200,000**

For capital asset preservation improvements and betterments on both campuses of the Minnesota State Academies, to be spent in accordance with Minnesota Statutes, section 16B.307.

Subd. 3. **Dorm Renovations and Predesign** **7,837,000**

To predesign, design, construct, furnish, and equip the renovation of Kramer Hall, Brandeen Hall, and Rode Hall Dorms on the Blind School Campus, including but not limited to abatement of asbestos and hazardous materials, construction, and renovations required to improve safety and security for occupants, meet ADA requirements, meet energy saving requirements, and improve indoor air quality standards. This appropriation also includes money to predesign, design, construct, furnish, and equip the renovation of Pollard Hall Dorm on the Deaf School Campus, including but not limited to abatement of asbestos and hazardous materials, construction, and renovations required to improve safety and security for occupants, meet ADA requirements, meet energy saving requirements, and improve indoor air quality standards.

Sec. 6. **PERPICH CENTER FOR ARTS EDUCATION** \$ **900,000**

To the commissioner of administration for capital asset preservation improvements and betterments at the Perpich Center for Arts Education, to be spent in accordance with Minnesota Statutes, section 16B.307.

Sec. 7. **NATURAL RESOURCES**

Subdivision 1. **Total Appropriation** \$ **196,880,000**

(a) To the commissioner of natural resources for the purposes specified in this section.

(b) The appropriations in this section are subject to the requirements of the natural resources capital improvement program under Minnesota Statutes, section 86A.12, unless this section or the statutes referred to in this section provide more specific standards, criteria, or priorities for projects than Minnesota Statutes, section 86A.12.

Subd. 2. **Natural Resources Asset Preservation** **36,000,000**

For the preservation and replacement of state-owned facilities and recreational assets operated by the commissioner of natural resources to be spent in accordance with Minnesota Statutes, section 84.946.

Subd. 3. **Betterment of Buildings** **20,000,000**

For acquisition, predesign, design, and construction to replace existing facilities that no longer meet the business needs of the department or to acquire or construct new facilities.

Subd. 4. **Badoura State Forest Nursery** **10,000,000**

For the predesign, design, and construction of facility capital improvements and associated facility components at the Badoura State Forest Nursery.

**Subd. 5. Wildfire Aviation Infrastructure** 6,360,000

For site preparation, predesign, design, engineering, demolition, construction, furnishing, and equipping new public safety facilities for aerial wildfire suppression, which may include grants to airport authorities. This appropriation includes money for the Hibbing airport and air tanker base buildings and associated utilities and systems.

**Subd. 6. Accessibility** 1,200,000

For the design and construction of accessibility improvements at state parks, recreation areas, and wildlife management areas.

**Subd. 7. Dam Renovation, Repair, Removal** 4,000,000

(a) For design, engineering, and construction to repair, reconstruct, or remove publicly owned dams and respond to dam safety emergencies on publicly owned dams. The commissioner shall determine project priorities as appropriate under Minnesota Statutes, sections 103G.511 and 103G.515.

(b) If the commissioner determines that a project is not ready to proceed, this appropriation may be used for other projects on the commissioner's priority list.

**Subd. 8. Flood Hazard Mitigation** 40,300,000

(a) For the state share of flood hazard mitigation grants for publicly owned capital improvements to prevent or alleviate flood damage under Minnesota Statutes, section 103F.161. To the extent practical, levee projects shall meet the state standard of three feet above the 100-year flood elevation.

(b) Project priorities shall be determined by the commissioner as appropriate, based on need and consideration of available leveraging of federal, state, and local funds.

(c) Notwithstanding paragraph (b), \$3,300,000 of this appropriation is for Phase II of the Toelle Coulee project in Traverse County to mitigate flood risks posed to the city of Browns Valley, including construction of an East Levee, County State-Aid Highway 2 culvert replacement, and marked Trunk Highway 28 culvert replacement.

(d) Notwithstanding paragraph (b), \$5,000,000 of this appropriation is for grants to watershed districts that are members of the Red River Watershed Management Board for flood mitigation projects and is not for projects in the city of Moorhead.

(e) Notwithstanding paragraph (b), \$11,000,000 is for a grant to the city of Moorhead to design, construct, and equip flood mitigation infrastructure. This appropriation includes money for Phase 2 of the North Moorhead levee project, the relocation of sanitary lift station #2, and a levee project along First Avenue North.

(f) Notwithstanding paragraph (b), \$6,000,000 is from the general fund for a grant to the city of Carver for capital improvements to restore the Carver levee protecting an important historic district in Minnesota from flood waters of the Minnesota River. This levee restoration must meet the requirements for FEMA certification. The project includes predesign, design, engineering, land acquisition, and construction of capital improvements, including raising the height of the Carver levee, constructing internal drainage, establishing maintainable setbacks to adjacent structures, and certification by FEMA.

(g) To the extent practicable and consistent with the project, recipients of appropriations for flood control projects in this subdivision shall create wetlands that are eligible for wetland replacement credit to replace wetlands drained or filled as the result of repair, reconstruction, replacement, or rehabilitation of an existing public road under Minnesota Statutes, section 103G.222, subdivision 1, paragraphs (l) and (m).

(h) To the extent that the cost of a municipal project exceeds two percent of the median household income in the municipality multiplied by the number of households in the municipality, this appropriation is also for the local share of the project.

**Subd. 9. Lake Vermilion-Soudan Underground Mine State**

**Park** 11,000,000

For the design and construction of a visitor center, camping facilities and boardwalk, hiking and biking trails, dock and fishing pier, and related infrastructure; the design of the Mattson Bay Camp and Soudan Heritage and Science Center; and the rehabilitation of a fire tower at Lake Vermilion-Soudan Underground Mine State Park.

**Subd. 10. Parks and Trails Local and Regional Recreation**  
**Grants**

2,000,000

For matching grants under Minnesota Statutes, section 85.019.

**Subd. 11. Community Tree Planting Grants**

8,400,000

For grants to cities, counties, townships, and park and recreation boards in cities of the first class, to remove and plant shade trees on public land to provide environmental benefits; to replace trees lost to forest pests, disease, or storm; or to establish a more diverse community forest better able to withstand disease and forest pests. For purposes of this appropriation, "shade tree" means a woody perennial grown primarily for aesthetic or environmental purposes with minimal to residual timber value. Any tree planted with money under this subdivision must be a climate-adapted species to Minnesota.

**Subd. 12. St. James Open Pit Mine Complex** 2,500,000

For predesign, design, and engineering of capital improvement projects to mitigate the imminent threat to public safety, property, and regional water quality from the rising water levels at the St. James open pit mine complex.

**Subd. 13. Reforestation** 6,000,000

For reforestation and stand improvement on state forest lands to meet the reforestation requirements of Minnesota Statutes, section 89.002, subdivision 2, including purchasing native seeds and native seedlings, planting, seeding, site preparation, and protection on state lands administered by the commissioner.

**Subd. 14. State Trail Maintenance** 1,200,000

To renovate paved and unpaved state trails established under Minnesota Statutes, section 85.015, according to the commissioner's priorities and as provided in Minnesota Statutes, section 84.946.

**Subd. 15. Casey Jones State Trail** 1,320,000

For acquisition, design, engineering, and construction of the Casey Jones State Trail under Minnesota Statutes, section 85.015, subdivision 2. The Casey Jones State Trail must be established as a primary, not a secondary trail.

**Subd. 16. Gitchi Gami State Trail** 4,000,000

For acquisition, design, engineering, and construction of the Gitchi Gami State Trail priority segments: Lutsen from Ski Hill Road, Tofte, Silver Bay to Tettegouche State Park, and Two Harbors to Flood Bay State Wayside.

**Subd. 17. Glacial Lakes Trail** 3,000,000

To design and construct the final trail segment for the Glacial Lakes Trail, established under Minnesota Statutes, section 85.015, subdivision 5, between the city of New London and Sibley State Park.

**Subd. 18. Heartland State Trail** 2,950,000

(a) For capital improvements to the Heartland State Trail. Of this amount, (1) \$550,000 is for construction of a trail segment of the Heartland State Trail between Detroit Lakes and Frazee; and (2) \$2,400,000 is for the environmental review, predesign, design, and construction of a paved multiple-use trail to connect Itasca State Park to the Heartland State Trail beginning from the park contact station to the park's southeast boundary and through a Phase 1 tunnel to be constructed under marked U.S. Highway 71, and continuing from there for about two miles.

(b) This appropriation is in addition to the appropriations in Laws 2017, First Special Session chapter 8, article 1, section 6, subdivision 6, and Laws 2020, Fifth Special Session chapter 3, article 1, section 7, subdivision 12.

**Subd. 19. Mill Towns State Trail** 8,190,000

For land acquisition, predesign, design, and construction of the Mill Towns State Trail between Riverside Park in the city of Northfield and the Waterford Historic Bridge in Waterford Township.

**Subd. 20. Root River State Trail; Preston to Carimona** 2,000,000

For acquisition of property, design, and engineering of the Root River State Trail under Minnesota Statutes, section 85.015, from the city of Preston to the city of Carimona.

**Subd. 21. Glendalough State Park** 900,000

To complete the paved multipurpose trail from the bridge at the northwest corner of Annie Battle Lake to the park entrance at Glendalough State Park.

**Subd. 22. Upper Sioux Agency State Park Bond Defeasance** 250,000

From the general fund to the commissioner of management and budget to prepay and defease any outstanding state general obligation bonds used for improvements and betterments at Upper Sioux Agency State Park, including Minnesota Historical Society property located within the park's boundaries, and other associated financing costs. This amount may be deposited, invested, and applied to accomplish the purposes of this section as provided in Minnesota Statutes, section 475.67, subdivisions 5 to 10 and 13. Upon the prepayment and defeasance of all associated debt on the real property and improvements, all conditions set forth in Minnesota Statutes, section 16A.695, subdivision 3, shall be deemed to have been satisfied and the real property and improvements shall no longer constitute state bond financed property under Minnesota Statutes, section 16A.695.

**Subd. 23. Lower Minnesota River Watershed District; Minnesota River Riverbank Stabilization** 2,750,000

For a grant to the Lower Minnesota River Watershed District for final design and construction of capital improvements necessary to stabilize the riverbank, prevent erosion, and prevent future degradation of the water quality of the Minnesota River resulting from Area 3 bank erosion in the city of Eden Prairie.

**Subd. 24. Mora; High Water Mitigation** 1,800,000

For a grant to the city of Mora to design and construct improvements to mitigate high water in Mora Lake, including installation of intake and outlet structures, and associated sanitary sewer and road replacement.

**Subd. 25. Ranier; Rainy Lake Marina** 3,500,000

For a grant to the city of Ranier to predesign, design, engineer, construct, and equip a marina to provide up to 26 slips in a safe harbor on Rainy Lake and Rainy River at the Gateway to Voyageurs National Park. The marina will provide overnight transient boaters with water, electricity, and pump-out services.

**Subd. 26. Shakopee; Minnesota River Riverbank Stabilization** 8,260,000

For a grant to the city of Shakopee to predesign, design, and construct the restoration of the Minnesota River riverbank from the western edge of downtown Shakopee to The Landing in the Three Rivers Park District.

**Subd. 27. Shell Rock River Watershed District; Fountain Lake** 9,000,000

For a grant to the Shell Rock River Watershed District for sediment removal and cleanup of Fountain Lake.

**Subd. 28. Unspent Appropriations**

The unspent portion of an appropriation for a project in this section that is complete, upon written notice to the commissioner of management and budget, is available for asset preservation under Minnesota Statutes, section 84.946. Minnesota Statutes, section 16A.642, applies from the date of the original appropriation to the unspent amount transferred.

**Sec. 8. POLLUTION CONTROL AGENCY** \$ 10,000,000

To the Pollution Control Agency for a capital assistance grant to Olmsted County under Minnesota Statutes, section 115A.54, to design, construct, and equip a new materials recovery facility which will expand upon the county's current integrated solid waste management system by reclaiming materials and removing problematic items from the waste stream. This appropriation is notwithstanding the maximum amount of grant assistance for a project under Minnesota Statutes, section 115A.54.

**Sec. 9. BOARD OF WATER AND SOIL RESOURCES**

**Subdivision 1. Total Appropriation** \$ 22,700,000

To the Board of Water and Soil Resources for the purposes specified in this section.

**Subd. 2. Local Government Roads Wetland Replacement Program** 12,000,000

To acquire land or permanent easements and to restore, create, enhance, and preserve wetlands to replace those wetlands drained or filled as a result of the repair, reconstruction, replacement, or rehabilitation of existing public roads as required by Minnesota Statutes, section 103G.222, subdivision 1, paragraphs (l) and (m). Notwithstanding Minnesota Statutes, section 103G.222, subdivision 3, the board may implement the wetland replacement program consistent with section 404 of the federal Clean Water Act. The purchase price paid for acquisition of land or perpetual easement must be a fair market value as determined by the board. The board may enter into agreements with the federal government, other state agencies, political subdivisions, nonprofit organizations, fee title owners, or other qualified private entities to acquire wetland replacement credits in accordance with Minnesota Rules, chapter 8420. Up to five percent of this appropriation may be used for restoration and enhancement.



# MEMORANDUM

Date May 21, 2024  
To Mayor and City Council  
From Kirsten Faurie, Community Development Director  
Glenn Anderson, City Administrator  
RE Discussion regarding City/County EDA Partnership

## SUMMARY

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The City Council will discuss the City/County EDA Partnership.



# MEMORANDUM

Date May 21, 2024  
 To Mayor and City Council  
 From Mandi Yoder, Human Resources Director  
 RE 2024 Wages & Benefits Liquor Store Manager and Budget Discrepancy

**SUMMARY**

The City Council will review an error that was identified in the 2024 Liquor Store Wages & Salaries budgeting process.

**BACKGROUND INFORMATION**

While referencing worker’s compensation data in April, the Human Resources Director Mandi Yoder and Accountant Kelly Christianson discovered that an error was made during the 2024 wages and benefits budget process for the Liquor Store Manager line item.

Findings: The (LQ) Manager position was budgeted for 520 hours but should have been budgeted for 1,560 hours (quarters 1, 2, and 3) which in turn reflected less benefits. The actual wages & benefits budget was \$81,865.17. The City Administrator directed the fourth quarter salary (520 hours) and benefits to be budgeted in the Retail Director line item to prepare for the cannabis store.

Because the Retail Director position will not be filled in 2024, the impact to the general budget is not as severe; while 520 hours (4<sup>th</sup> quarter) were budgeted for, so were full benefits, which was more than needed.

**OPTIONS & IMPACTS**

The likely impact to the budget as shown below is -27,977.33.

Name	Grade/Step	FLSA Rate	Exempt Units	Salary/Wages	Retirement	FICA	Benefits	Total Wages & Benefits	
Krone, Julie-1	10-H	37.05	520.00	19,266.00	1,444.95	1,473.85	17,525.61	39,710.41	
Krone, Julie-2	10-I	37.98	-	-	-	-	-	-	
New Retail Director-1	11-H	39.75	520.00	20,670.00	1,550.25	1,581.26	18,253.25	42,054.76	
			1,040.00	39,936.00	2,995.20	3,055.11	35,778.86	81,765.17	<b>Actual 2024 Budget</b>

Name	Grade/Step	FLSA Rate	Exempt Units	Salary/Wages	Retirement	FICA	Benefits	Total Wages & Benefits	
Krone, Julie-1	10-H	37.05	520.00	19,266.00	1,444.95	1,473.85	17,525.61	39,710.41	Budgeted for
Krone, Julie-2	10-I	37.98	1,560.00	59,248.80	4,443.66	4,532.54	1,807.09	70,032.09	NOT budgeted for
			2,080.00	78,514.80	5,888.61	6,006.39	19,332.70	109,742.50	<b>Likely 2024 Budget</b>
				(38,578.80)	(2,893.41)	(2,951.28)	16,446.16	(27,977.33)	<b>Likely 2024 Difference</b>

**REMEDY**

Staff have implemented additional measures to prevent this from happening in the future. This is information only and staff have no recommendations for the council.



# MEMORANDUM

Date: May 21, 2024  
To: Mayor and City Council  
From: Jeff Krie Activities & Recreation Coordinator  
RE: Pet Reflection Area

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## SUMMARY

Staff and the Park Board was approached by Crystal Polipnick who wished to include a space near the Dog Park for a Pet Reflection Area.

## BACKGROUND INFORMATION

Staff was approached by Crystal Polipnick who was looking for a place that gives pet owners or others a place to reflect, whether it is a loss of a pet or just an area to reflect. Polipnick felt the Dog Park would be perfect area and shared the information with the Park Board. The area will start as a flower bed that is already on the property next to the trail by the dog park. The flower bed will be maintained primary by Polipnick and with the help of other volunteers. Her vision for the area would be to expand the area as funds are available and for some day to hold a public event. Some materials, like flowers and mulch will come out of the Park budget. Other more expensive items would come in the form of donations or grants. The area will be maintained primary by Polipnick and the help of other volunteers. The Park Board liked her passion and vision for this project and was favorable to the request. A member of the Park Board made a motion to move forward with the project as long as it was approved by City Council. It was second and approved unanimously. The board felt that since the Dog Park was approved by Council any additions would need Council's approval.

## OPTIONS & IMPACTS

- Approve the recommendation of the Park Board for a Pet Reflection Area.
- Do not approve the recommendation of the Park Board for a Pet Reflection Area.

## RECOMMENDATIONS

For City Council to make a motion and approve the Pet Reflection area.

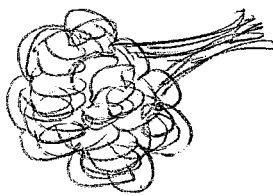
### *Attachments*

Pet Reflection Information

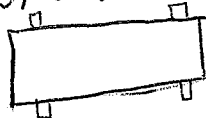
## PARK MEETING

- Why do this:
  - Space where people could truly envision the moment they will meet their treasured friend once again.
  - Place that provides love and comfort and a place to grieve during difficult times.
  - Honor pets while helping relieve grief
  - A way people can get closure after the death of a pet
  
- Where will flowers come from?
  - Donated by me & friends
  - Talk to Johnsons about getting a tree
  - If there are grants available to conserve monarch butterflies
  
- Where will other garden items come from?
  - Smaller items purchased by me. Bigger items such as a bench in the future if there is some sort of grant for that.
  - Talk to Nick Stafford about the rocks
  
- Can people leave memorials?
  - Ideally, I would love for them to be able to, but I would feel terrible if they left a precious token and something bad happened to it or it was taken. That is where the idea of the “Healing Rocks” came into play. They could paint a rock and leave it in the Garden
  
- Who will maintain the garden?
  - My husband and I can take care of maintaining the inside of the Garden. My supervisor at my work also said that if any of the Individuals at PHASE-Industries would like to help, they are welcome to

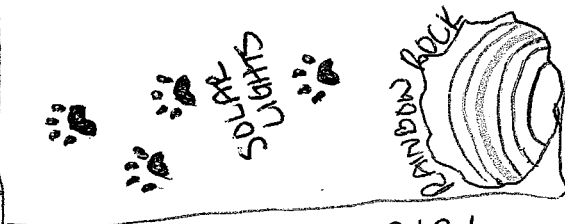




FUTURE BENCH

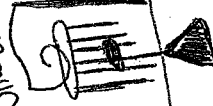


POSSIBLE ADD ON FEATURES

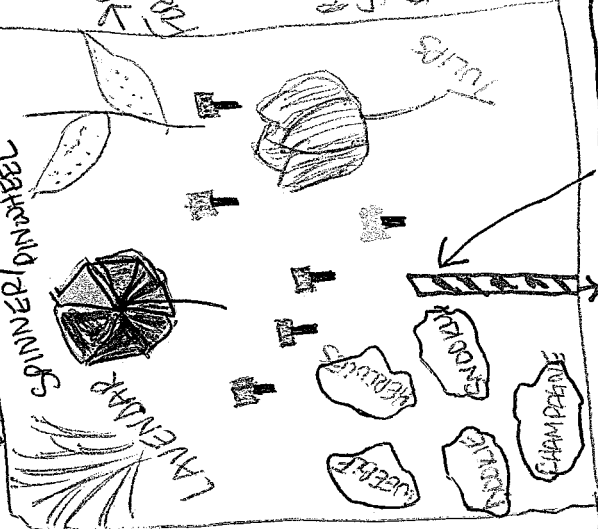


SOLAR LIGHTS

WINDMILLS



EXISTING LOT



MILKWEEDS  
TO BUTTERFLIES

RAINBOW  
SOLAR LIGHTS  
THROUGHOUT

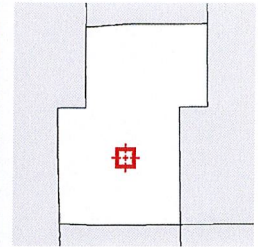
RAINBOW GARDEN  
A PLACE TO  
PEACEFULLY  
HONOR &  
REMEMBER  
OUR BEST  
FRIENDS

RAINBOW ROCKS THERE  
SIGN TO  
GO ON  
LAST  
THOSE IN HAND  
PEOPLE CAN BRACE  
OF THEIR PET

ACTUAL SIZE  
APPROXIMATE  
THROUGHOUT



Overview



Legend

-  Townships
- Roads**
-  MN Highway
-  County Highway/Road
-  Township Road
-  Municipal Road
-  State Forest Road
-  Roads
-  Other

Date created: 5/16/2024  
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GEO SPATIAL



# MEMORANDUM



Date May 16, 2024  
To City Council  
Public Utilities Commission  
From Mandi Yoder, Human Resources  
Natasha Segelstrom, Administrative Services Director  
RE Accept Letter of Resignation– Accountant

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## SUMMARY

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Accountant Kelly Christianson has submitted her letter of resignation, and her last date of employment will be May 31, 2024.

Due to the significant role of this position within the city, staff has already It is the goal to have a replacement approved by the City Council at the July 16, 2024 meeting and on staff by July 22, 2024.

## RECOMMENDATIONS

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Motion to accept Kelly Christianson letter of resignation.  
Motion to formally begin recruitment.

### *Attachments*

Christianson Letter of Resignation

Kelly Christianson  
2011 221<sup>st</sup> Ave  
Mora, MN 55051  
May 16, 2024

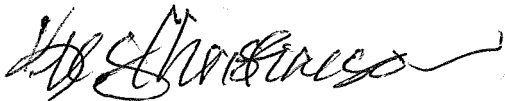
Natasha Segelstrom  
Administrative Services Director  
City of Mora/Mora Municipal Utilities  
101 N Lake St  
Mora, MN 55051

Dear Natasha,

Please accept this letter as formal notification of resignation from my position as Accountant with the City of Mora/Mora Municipal Utilities. My last day will be Friday, May 31, 2024.

During my last two weeks, I will do everything possible to wrap up my duties and provide guidance to other team members. If there is anything else I can do to assist with this transition, please don't hesitate to discuss with me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kelly Christianson', with a long horizontal flourish extending to the right.

Kelly Christianson



# MEMORANDUM

Date May 21, 2024  
To Mayor and City Council  
From Natasha Segelstrom, Administrative Services Director  
RE Ordinance No. 493 Cannabis and Cannabis Derived Products in Public Places

## SUMMARY

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The City Council will review and discuss Ordinance No. 493 an Ordinance Adopting a Text Amendment to City of Mora Code of Ordinances, Title XIII General Offenses, Creating Chapter 132 Cannabis and Cannabis Derived Products in Public Places.

## BACKGROUND INFORMATION

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A Public Notice was posted in the Kanabec County Times on May 2<sup>nd</sup> and May 9<sup>th</sup>.

A Public Hearing was held at City Hall on May 14, 2024 at 7pm. Prior to the meeting, there had not been any correspondence from the Public in support of or in opposition of the Ordinance. Community members reached out to Councilmember Anderson. Community members wondered why an additional ordinance when smoking is already discussed in in current ordinance.

## OPTIONS AND IMPACTS

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1. Approve the Ordinance as presented. This Ordinance aligns with Kanabec County's Ordinance which regulates Cannabis and Cannabis Derived Products in Public Places.
2. Deny the Ordinance.
3. Table for further discussion.

## RECOMMENDATION

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MOTION to approve/deny Ordinance No. 493 as presented.

### Attachments

*Summary of Ordinance 493*  
*Ordinance 493*

**ORDINANCE NO. 493**

**SUMMARY AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
ADOPTING A TEXT AMENDMENT TO CITY OF MORA CODE OF ORDINANCES, TITLE XIII  
GENERAL OFFENSES, CREATING CHAPTER 132 CANNABIS AND CANNABIS DERIVED  
PRODUCTS**

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

Section 1. That TITLE XIII: General Offenses, of the City of Mora City Code is amended to create Chapter 132 of the Mora City Code pertaining to Cannabis and Cannabis Derived Products in Public Places.

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 the effect of the ordinance.

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

Section 4. That this ordinance shall become effective upon its passage and publication of the approved summary.

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:.....

**ADOPTED** this 21<sup>st</sup> day of May, 2024 by the City Council for the City of Mora.

CITY OF MORA

BY: \_\_\_\_\_  
Jake Mathison, Mayor

**ATTEST:**

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

**ORDINANCE NO. 493**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MORA, MINNESOTA  
ADOPTING A TEXT AMENDMENT TO CITY OF MORA CODE OF ORDINANCES, TITLE XIII  
GENERAL OFFENSES, CREATING CHAPTER 132 CANNABIS AND CANNABIS DERIVED  
PRODUCTS**

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

**Section 1:** TITLE XIII: General Offenses, of the City of Mora City Code is amended to include the following;

**CHAPTER 132-CANNABIS AND CANNABIS DERIVED PRODUCTS IN PUBLIC PLACES**

**Subsection 132.100 Definitions**

The definitions in Minn. Stat. § 342.01 apply to this section. In this section the following definitions apply:

**ADULT-USE CANNABIS FLOWER:** A cannabis flower that is approved for sale by the Office of Cannabis Management or is substantially similar to a product approved by that office. Adult-use cannabis flower does not include medical cannabis flower, hemp plant parts, or hemp- derived consumer products.

**ADULT-USE CANNABIS PRODUCTS:** A cannabis product that is approved for sale by the Office of Cannabis Management or is substantially similar to a product approved by that office. Adult-use cannabis product includes edible cannabis products but does not include medical cannabinoid products or lower-potency hemp edibles.

**CANNABIS FLOWER:** The harvested flower, bud, leaves, and stems of a cannabis plant. Cannabis flower includes adult-use cannabis flower and medical cannabis flower. Cannabis flower does not include cannabis seed, hemp plant parts, or hemp-derived consumer products.

**CANNABIS PRODUCT:** Any of the following: (1) cannabis concentrate; (2) a product infused with cannabinoids, including but not limited to tetrahydrocannabinol, extracted or derived from cannabis plants or cannabis flower; or (3) any other product that contains cannabis concentrate. Cannabis product includes adult-use cannabis products, including but not limited to edible cannabis products and medical cannabinoid products.

**CERTAIN CANNABINOID PRODUCTS:** Any product legalized under Minn. Stat. §151.72.

**LOWER-POTENCY HEMP EDIBLE:** Any product that (1) is intended to be eaten or consumed as a beverage by humans; (2) contains hemp concentrate or an artificially derived cannabinoid, in combination with food ingredients; (3) is not a drug; (4) consists of servings that contain no more than five milligrams of delta-9 tetrahydrocannabinol, 25 milligrams of cannabidiol, 25 milligrams of cannabigerol, or any combination of those cannabinoids that does not exceed the identified amounts; (5) does not contain more than a combined total of 0.5 milligrams of all other cannabinoids per serving; (6) does not contain an artificially derived cannabinoid other than delta-9 tetrahydrocannabinol; (7) does not contain a cannabinoid derived from cannabis plants or cannabis flower; and (8) is a type of product approved for sale by the Office of Cannabis Management or is substantially similar to a product approved by that Office, including but not limited to products that resemble nonalcoholic beverages, candy, and baked goods.

**HEMP-DERIVED CONSUMER PRODUCT:** A product intended for human or animal consumption, does not contain cannabis flower or cannabis concentrate, and (1) contains or consists of hemp plant parts; or (2) contains hemp concentrate or artificially derived cannabinoids in combination with other ingredients.

**PUBLIC PLACE:** Property owned, leased, or controlled by a governmental unit and private property that is regularly and frequently open to or made available for use by the public in sufficient numbers to give clear notice of the property's current dedication to public use but does not include: a person's dwelling house or premises, including the person's curtilage or yard; private property not generally accessible by the public, unless the person is explicitly prohibited from consuming cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products on the property by the owner of the property; or the premises of an establishment or event licensed to permit on-site consumption.

**PLACE OF PUBLIC ACCOMODATION:** A business, refreshment, entertainment, recreation, or transportation facility of any kind, whose goods, services, facilities, privileges, advantages, or accommodations are extended, offered, sold, or otherwise made available to the public.

- (1) a private residence, including the individual's curtilage or yard.
- (2) private property, not generally accessible by the public, unless the individual is explicitly prohibited from consuming cannabis flower, cannabis products, lower- potency hemp edibles, or hemp-derived consumer products on the property by the owner of the property; or
- (3) on the premises of an establishment or event licensed to permit on-site consumption.



SMOKING: inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated product containing cannabis flower, cannabis products, artificially derived cannabinoids, or hemp-derived consumer products. Smoking includes carrying or using an activated electronic delivery device for human consumption through inhalation of aerosol or vapor from the product.

**Subsection 132.200. Prohibited Acts**

Subd. 1. No person shall use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place or a place of public accommodation unless the premises is an establishment or an event licensed to permit on-site consumption of adult-use cannabis flower and adult use cannabis products. See Minn. Stat. §152.0263, subd. 5, or successor statute.

Subd. 2. No person shall vaporize or smoke cannabis flower, cannabis products, artificially derived cannabinoids, or hemp-derived consumer products in any location where the smoke, aerosol, or vapor would be inhaled by a minor. See State Legislation Sec. 9, Minn. Stat. §342.09, subd. 1(7)(b)(9) or successor statute.

**Subsection 132.300. Penalty**

Criminal Penalty. A violation of this ordinance shall be a petty misdemeanor having a fine payable up to \$300.00. Nothing in this ordinance prohibits the County from seeking prosecution for an alleged violation.

**SECTION 2. Effective Date.** This ordinance shall be effective immediately upon its passage and publication.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024 by the City Council for the City of Mora.

CITY OF MORA

BY: \_\_\_\_\_

Jake Mathison, Mayor

**ATTEST:**

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



# MEMORANDUM

Date May 21, 2024  
To Mayor and City Council  
From Natasha Segelstrom, Administrative Services  
RE Tobacco Regulation – City Code Update

## SUMMARY / BACKGROUND INFORMATION

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Under the current City Code, the regulation is outdated and do not reflect current state statute. Councilmembers Anderson and Broekemeier have worked on revising the tobacco regulations to include electronic delivery devices and use in the public. While the Committee has put forward a lot of time and effort, staff are seeking direction from the City Council as a whole to move forward with the text amendment for tobacco regulations.

Staff have looked through the City Code and identified areas that need to be updated or clarify the language used. To move forward with this there will need to be Public Notices and Public Hearings and require time. To ensure enforcement for text amendments, review from the city attorney must occur.

## RECOMMENDATIONS

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MOTION to move forward with text amendment and public hearing.

## CHAPTER 115: TOBACCO REGULATIONS

### Section

- 115.01 Purpose and intent
- 115.02 Definitions
- 115.03 License
- 115.04 Fees
- 115.05 Basis for denial of license
- 115.06 Prohibited sales
- 115.07 Vending machines
- 115.08 Self-service sales
- 115.09 Responsibility
- 115.10 Compliance checks and inspections
- 115.11 Other illegal acts
- 115.12 Exceptions and defenses
- 115.99 Violations and penalty

### § 115.01 PURPOSE AND INTENT.

Because the city recognizes that many persons under the age of twenty-one (21) years purchase or otherwise obtain, possess and use tobacco, tobacco products, and tobacco related devices, and the sales, possession, and use are violations of both state and federal laws; and because studies, which the city hereby accepts and adopts, have shown that most smokers begin smoking before they have reached the age of twenty-one (21) years and that those persons who reach the age of twenty-one (21) years without having started smoking are significantly less likely to begin smoking; and because smoking has been shown to be the cause of several serious health problems which subsequently place a financial burden on all levels of government; this chapter shall be intended to regulate the sale, possession and use of tobacco, tobacco products, and tobacco related devices for the purpose of enforcing and furthering existing laws, to protect minors against the serious effects associated with the illegal use of tobacco, tobacco products, and tobacco related devices, and to further the official public policy of the state in regard to preventing young people from starting to smoke as stated in M.S. § 144.391, as it may be amended from time to time.

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### § 115.02 DEFINITIONS.

Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

COMPLIANCE CHECKS. The system the city uses to investigate and ensure that those authorized to sell tobacco, tobacco products, and tobacco related devices are following and complying with the requirements of this chapter. COMPLIANCE CHECKS shall involve the use of minors or persons under the age of 21 as authorized by this chapter. COMPLIANCE CHECKS shall also mean the use of minors who attempt to purchase tobacco, tobacco products, or tobacco related devices for educational, research and training purposes as authorized by state and federal laws. COMPLIANCE CHECKS may also be conducted by other units of government for the purpose of enforcing appropriate federal, state or local laws and regulations relating to tobacco, tobacco products, and tobacco related devices.

ELECTRONIC DELIVERY DEVICE, any product containing or delivering nicotine, lobelia, or any other substance, whether natural or synthetic, intended for human consumption through inhalation of aerosol or vapor from the product. Electronic delivery device includes but is not limited to devices manufactured, marketed, or sold as electronic cigarettes, electronic cigars, electronic pipe, vape pens, modes, tank systems, or under any other product name or descriptor. Electronic delivery device includes any component part of a product, whether or not marketed or sold separately. Electronic delivery device excludes drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

Commented [NS1]: Definition from Minn. Stat 609.685

INDIVIDUALLY PACKAGED. The practice of selling any tobacco or tobacco product wrapped individually for sale. Individually wrapped tobacco and tobacco products shall include but not be limited to single cigarette packs, single bags or cans of loose tobacco in any form, and single cans or other packaging of snuff or chewing tobacco. Cartons or other packaging containing more than a single pack or other container as described in this definition shall not be considered individually packaged.

LOOSIES. The common term used to refer to a single or individually packaged cigarette.

MINOR. Any natural person who has not yet reached the age of eighteen (18) years.

MOVEABLE PLACE OF BUSINESS. Any form of business operated out of a truck, van, automobile or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.

RETAIL ESTABLISHMENT. Any place of business where tobacco, tobacco products or tobacco related devices are available for sale to the general public. The phrase shall include but not be limited to grocery stores, convenience stores and restaurants.

SALE. Any transfer of goods for money, trade, barter or other consideration.

**SELF-SERVICE MERCHANDISING.** Open displays of tobacco, tobacco products or tobacco related devices in any manner where any person shall have access to the tobacco, tobacco products, or tobacco related devices, without the assistance or intervention of the licensee or the licensee's employee. The assistance or intervention shall entail the actual physical exchange of the tobacco, tobacco product, or tobacco related device between the customer and the licensee or employee. The phrase shall not include vending machines. Self-service sales are interpreted as being any sale where there is not an actual physical exchange of the tobacco between the clerk and the customer.

**TOBACCO or TOBACCO PRODUCTS.** Any substance or item containing tobacco leaf, including but not limited to cigarettes, cigars, pipe tobacco, snuff, fine cut or other chewing tobacco, cheroots, stogies, perique, granulated, plug cut, crimp cut, ready-rubbed, and other smoking tobacco, snuff flowers, cavendish, shorts, plug and twist tobaccos, dipping tobaccos, refuse scraps, clippings, cuttings, and sweepings of tobacco, and other kinds and forms of tobacco leaf prepared in a manner as to be suitable for chewing, sniffing or smoking.

**TOBACCO RELATED DEVICES.** Any tobacco product as well as a pipe, rolling papers or other device intentionally designed or intended to be used in a manner which enables the chewing, sniffing or smoking of tobacco or tobacco products.

**VENDING MACHINE.** Any mechanical, electric or electronic, or other type of device which dispenses tobacco, tobacco products or tobacco related devices upon the insertion of money, tokens or other form of payment directly into the machine by the person seeking to purchase the tobacco, tobacco product or tobacco related device.

#### § 115.03 LICENSE.

(A) License required. No person shall sell or offer to sell any tobacco, tobacco products, or tobacco related device without first having obtained a license to do so from the city.

(B) Application. An application for a license to sell tobacco, tobacco products, or tobacco related devices shall be made on a form provided by the city. The application shall contain the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, and any additional information the city deems necessary. Upon receipt of a completed application, the City Clerk shall forward the application to the City Council for action at its next regularly scheduled City Council meeting. If the City Clerk shall determine that an application is incomplete, he or she shall return the application to the applicant with notice of the information necessary to make the application complete.

(C) Action. The City Council may either approve or deny the license, or it may delay action for a reasonable period of time as necessary to complete any investigation of the application or the applicant it deems necessary. If the City Council shall approve the license, the City Clerk shall issue the license to the applicant. If the City Council denies the license,

notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal the City Council's decision.

(D) Revocation or suspension. Any license issued under this chapter may be revoked or suspended as provided in § 110.07.

(E) Transfers. All licenses issued under this chapter shall be valid only on the premises for which the license was issued and only for the person to whom the license was issued. No transfer of any license to another location or person shall be valid without the prior approval of the City Council.

(F) Moveable place of business. No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed under this chapter.

(G) Display. All licenses shall be posted and displayed in plain view of the general public on the licensed premise.

(H) Renewals. The renewal of a license issued under this section shall be handled in the same manner as the original application.

(I) Issuance as privilege and not a right. The issuance of a license issued under this chapter shall be considered a privilege and not an absolute right of the applicant and shall not entitle the holder to an automatic renewal of the license.

Penalty, see § 115.99

#### § 115.04 FEES.

No license shall be issued under this chapter until the appropriate license fee shall be paid in full. The fee for a license under this chapter shall be in an amount set by the City Council from time to time.

Penalty, see § 115.99

#### § 115.05 BASIS FOR DENIAL OF LICENSE.

(A) Grounds for denying the issuance or renewal of a license under this chapter includes but is not limited to the following:

(1) The applicant is under the age of eighteen (18) years.

(2) The applicant has been convicted within the past five (5) years of any violation of a federal, state, or local law, ordinance provision, or other regulation relating to tobacco or tobacco products, or tobacco related devices.

(3) The applicant has had a license to sell tobacco, tobacco products, or tobacco related devices revoked within the preceding twelve (12) months of the date of application.

(4) The applicant fails to provide any information required on the application, or provides false or misleading information.

(5) The applicant is prohibited by federal, state, or other local law, ordinance, or other regulation from holding a license.

(B) However, except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the city must deny the license.

(C) If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for the license under this chapter.

Penalty, see § 115.99

#### § 115.06 PROHIBITED SALES.

It shall be a violation of this chapter for any person to sell or offer to sell any tobacco, tobacco product, or tobacco related device:

(A) To any person under the age of ~~twenty-one (21)~~ years.

Deleted: eighteen (18)

(B) By means of any type of vending machine, except as may otherwise be provided in § 115.07.

(C) By means of self-service methods whereby the customer does not need to make a verbal or written request to an employee of the licensed premise in order to receive the tobacco, tobacco product, or tobacco related device and whereby there is not a physical exchange of the tobacco, tobacco product, or tobacco related device between the licensee, or the licensee's employee, and the customer.

(D) By means of loosies as defined in § 115.02.

(E) Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, or other deleterious, hallucinogenic, toxic or controlled substances except nicotine and other substances found naturally in tobacco or added as part of an otherwise lawful manufacturing process. It is not the intention of this provision to ban the sale of lawfully manufactured cigarettes or other tobacco products ~~and legal marijuana products.~~

Deleted: marijuana,

(F) By any other means, to any other person, in any other manner or form prohibited by federal, state or other local law, ordinance provision, or other regulation.

~~(G) Product packaging must not be directed or marketed towards children, including advertising of product.~~

Penalty, see § 115.99

#### § 115.07 VENDING MACHINES.

It shall be unlawful for any person licensed under this chapter to allow the sale of tobacco, tobacco products, ~~tobacco related devices~~ or electronic delivery devices by the means of a vending machine.

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Penalty, see § 115.99

#### § 115.08 SELF-SERVICE SALES.

It shall be unlawful for a licensee under this chapter to allow the sale of tobacco, tobacco products, ~~tobacco related devices~~, or electronic delivery devices by any means where by the customer may have access to those items without having to request the item from the licensee or the licensee's employee and whereby there is not a physical exchange of the tobacco, tobacco product, or the tobacco related device between the licensee or his or her clerk and the customer. All tobacco, tobacco products, ~~tobacco related devices~~ and electronic delivery devices shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage unit not left open and accessible to the general public. Any retailer selling tobacco, tobacco products, or tobacco related devices at the time this chapter is adopted shall comply with this section within ninety (90) days following the effective date of this chapter.

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Penalty, see § 115.99

#### § 115.09 RESPONSIBILITY.

All licensees under this chapter shall be responsible for the actions of their employees in regard to the sale of tobacco, tobacco products, ~~tobacco related devices~~, or electronic delivery devices on the licensed premises, and the sale of an item by an employee shall be considered a sale by the license holder. Nothing in this section shall be construed as prohibiting the city from also subjecting the clerk to whatever penalties are appropriate under this chapter, state or federal law, or other applicable law or regulation.

Deleted: or

Penalty, see § 115.99

#### § 115.10 COMPLIANCE CHECKS AND INSPECTIONS.

All licensed premises shall be open to inspection by police officers or other authorized city official during regular business hours. From time to time, but at least once per year, the city shall conduct compliance checks by engaging, with the written consent of their parents or guardians, minors over the age of fifteen (15) years but less than eighteen (18) years or persons 18-20 years of age, to enter the licensed premise to attempt to purchase tobacco, tobacco products, or tobacco related devices. Minors used for the purpose of compliance checks shall be supervised by city designated law enforcement officers or other designated city personnel. Minors used for compliance checks shall not be guilty of unlawful possession of tobacco, tobacco products, or tobacco related devices when those items are



obtained as a part of the compliance check. No minor used in compliance checks shall attempt to use a false identification misrepresenting the minor's age, and all minors lawfully engaged in a compliance check shall answer all questions about the minor's age asked by the licensee or his or her employee and shall produce any identification, if any exists, for which he or she is asked. Nothing in this section shall prohibit compliance checks authorized by state or federal laws for educational, research, or training purposes, or required for the enforcement of a particular state or federal law.

Penalty, see § 115.99

#### § 115.11 OTHER ILLEGAL ACTS.

Unless otherwise provided, the following acts shall be a violation of this chapter:

(A) Illegal sales. It shall be a violation of this chapter for any person to sell or otherwise provide any tobacco, tobacco product, or tobacco related device to any minor.

(B) Illegal possession. It shall be a violation of this chapter for any minor to have in his or her possession any tobacco, tobacco product, or tobacco related device. This division (B) shall not apply to minors lawfully involved in a compliance check.

(C) Illegal use. It shall be a violation of this chapter for any minor to smoke, chew, snuff or otherwise use any tobacco, tobacco product, or tobacco related device.

(D) Illegal procurement. It shall be a violation of this chapter for any minor to purchase or attempt to purchase or otherwise obtain any tobacco, tobacco product or tobacco related device, and it shall be a violation of this chapter for any person to purchase or otherwise obtain those items on behalf of a minor. It shall further be a violation for any person to coerce or attempt to coerce a minor to illegally purchase or otherwise obtain or use any tobacco, tobacco product, or tobacco related device. This division (D) shall not apply to minors lawfully involved in a compliance check.

(E) Use of false identification. It shall be a violation of this chapter for any minor to attempt to disguise his or her true age by the use of a false form of identification, whether the identification is that of another person or one on which the age of the person has been modified or tampered with to represent an age older than the actual age of the person.

Penalty, see § 115.99

#### § 115.12 EXCEPTIONS AND DEFENSES.

(A) Nothing in this chapter shall prevent the providing of tobacco, tobacco products, or tobacco related devices ~~or electronic delivery devices~~ to a minor as part of a lawfully recognized religious, spiritual, or cultural ceremony. It shall be an affirmative defense to the violation of this chapter for a person to have reasonably relied on proof of age as described by state law.

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- (B) Medicinal Cannabis MINNESOTA'S MEDICAL CANNABIS THERAPEUTIC USE PROGRAM is in Minnesota Statutes subsection 152.22 - 152.37.

**Commented [NS2]:** This is regulated by MN Dept. Health. Suggestion. Include in a separate chapter of city code or omit. Guidance is in state statute.

### § 115.13 CONSUMPTION IN PUBLIC PLACES.

No person shall smoke or vape or use electronic delivery device on any public, playground or park, or in any public place other than on the premises of an establishment licensed under this chapter.

### § 115.99 VIOLATIONS AND PENALTY.

#### (A) Violations.

(1) Notice. Upon discovery of a suspected violation, the alleged violator shall be issued, either personally or by mail, a citation that sets forth the alleged violation and which shall inform the alleged violator of his or her right to be heard on the accusation.

(2) Hearings. If a person accused of violating this chapter so requests, a hearing shall be scheduled, the time and place of which shall be published and provided to the accused violator.

(3) Hearing Officer. The city official designated by the City Council shall serve as the hearing officer.

(4) Decision. If the hearing officer determines that a violation of this chapter did occur, that decision, along with the hearing officer's reasons for finding a violation and the penalty to be imposed under division (B) of this section, shall be recorded in writing, a copy of which shall be provided to the accused violator. Likewise, if the hearing officer finds that no violation occurred or finds grounds for not imposing any penalty, those findings shall be recorded and a copy provided to the acquitted accused violator.

(5) Appeals. Appeals of any decision made by the hearing officer shall be filed in the district court for the city in which the alleged violation occurred.

(6) Misdemeanor prosecution. Nothing in this section shall prohibit the city from seeking prosecution as a misdemeanor for any alleged violation of this ordinance.

(7) Continued violation. Each violation, and every day in which a violation occurs or continues, shall constitute a separate offense.

#### (B) Administrative penalties.

(1) Licensees. Any licensee found to have violated this chapter, or whose employee shall have violated this chapter, shall be charged an administrative fine of seventy-five dollars (\$75) for a first violation of this chapter; two hundred dollars (\$200) for a second offense at the same licensed premises within a twenty-four (24) month period; and two hundred fifty dollars (\$250) for a third or subsequent offense at the same location within a

twenty-four (24) month period. In addition, after the third offense, the license shall be suspended for not less than seven (7) days.

(2) Other individuals. Other individuals, other than minors regulated by division (B)(3) of this section, found to be in violation of this chapter shall be charged an administrative fine of fifty dollars (\$50).

(3) Minors. Minors found in unlawful possession of or who unlawfully purchase or attempt to purchase, tobacco, tobacco products, or tobacco related devices, shall be subject to an administrative fine, or may be subject to tobacco related education classes, diversion programs, community services, or another penalty that the city believes will be appropriate and effective. The administrative fine or other penalty shall be established by City Council ordinance upon the City Council's consultation with interested parties of the courts, educators, parents and children to determine an appropriate penalty for minors in the city. This administrative fine or other penalty may also be established by the City Council from time to time.

(4) Misdemeanor. Nothing in this section shall prohibit the city from seeking prosecution as a misdemeanor for any violation of this chapter.

(5) Statutory penalties. If the administrative penalties authorized to be imposed by M.S. § 461.12, as it may be amended from time to time, differ from those established in this section, then the statutory penalties shall prevail.

(Am. Ord. 364, passed 1-2-2008)



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## MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Greg Anderson, PE (Lic. MN)

DATE: May 15, 2024

RE: Project Updates  
SEH No. MORA0 173807 14.00

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

- The contractor has resumed work and plans to finish the project by the end of May.
- We have updated the school district and MnDOT with the new construction schedule and will provide updates as need.

### **TH 65 Bike Trail Extension**

- The project is complete.
- A final punch list was sent to the contractor this week after a walk-through with public works.
- Once the project is accepted and final payment issued, the 1-year warranty period will begin.

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

- City staff met the program manager for the project funding and is working on the initial paperwork.
- Kanabec County is planning their road project for 2025 and will include the City outlet pipe plans in their project for bidding and construction.
- We will have a design contract to complete the outlet pipe construction plans for the council to consider/approve at the June council meeting.

### **Wood Street Trail Extension**

- We began the topographic survey work last week and plan to have it completed by the end of May.
- Next step will be to work with public works on the alignment of the proposed trail along Wood Street.

ah

x:\ko\m\mora0\173807\1-gen\14-corr\project update memo 2024 05 15.docx

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**City of Mora**  
**2024 Employment Survey**  
Employee Counts as of April 1, 2024

Current and Past Year Comparison	2024					2023				
	Full Time	Part Time	Seas/Temp	On-Call/ Casual	TOTAL	Full Time	Part Time	Seas/Temp	On-Call/ Casual	TOTAL
1. Welia Health (formerly FirstLight Health System, formerly Kanabec Hospital)	358	175	4	96	633	351	179	0	93	623
2. Mora Public Schools	223	71	18	112	424	236	68	13	83	400
3. Kanabec County	196	21	2	0	219	190	23	3	0	216
4. Commercial Plastics (formerly Imperial Plastics, formerly EPC)	168	5	41	0	214	165	4	42	0	211
5. St. Clare Living Community (formerly Villa Health Care Center)	68	43	9	27	147	68	31	6	24	129
6. Coborn's	31	104	0	0	135	31	92	0	0	123
7. Lakes & Pines CAC	106	6	0	0	112	108	2	0	0	110
8. Recovering Hope Treatment Center	92	17	0	0	109	79	16	1	1	97
9. Olympak	91	3	0	0	94	66	0	0	4	70
10. RJ Mechanical	66	1	0	0	67	106	1	0	0	107
11. City of Mora	26	8	0	30	64	24	8	45	31	108
<b>TOTAL</b>	<b>1425</b>	<b>454</b>	<b>74</b>	<b>265</b>	<b>2218</b>	<b>1424</b>	<b>424</b>	<b>110</b>	<b>236</b>	<b>2194</b>

Historical Comparison	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Welia Health (formerly FirstLight Health System, formerly Kanabec Hospital)	633	623	589	533	525	504	497	477	452	424	408	375
Mora Public Schools	424	387	354	314	320	325	325	325	325	325	325	319
Commercial Plastics (formerly Imperial Plastics, formerly EPC)	214	211	254	223	133	174	193	203	233	200	212	222
Kanabec County	219	216	217	216	217	219	226	234	224	225	224	219
St. Clare Living Community (formerly Villa Health Care Center)	147	129	125	125	129	171	156	160	158	128	135	147
Coborn's	135	123	121	121	132	131	153	153	153	170	162	170
Lakes & Pines CAC	112	110	109	117	97	103	116	106	117	106	109	104
Recovering Hope Treatment Center	109	97	82	89	69	NA	NA	NA	NA	NA	NA	NA
OlymPak	94	70	76	72	71	71	60	108	99	107	108	138
RJ Mechanical	67	107	76	65	82	75	78	92	81	58	54	50
City of Mora	64	108	NA	NA	NA	91	95	86	80	83	85	85
<b>TOTAL</b>	<b>2218</b>	<b>2181</b>	<b>2003</b>	<b>1875</b>	<b>1775</b>	<b>1773</b>	<b>1804</b>	<b>1858</b>	<b>1842</b>	<b>1743</b>	<b>1737</b>	<b>1744</b>



**OFFICE**

**KANABEC COUNTY SHERIFF**

SHERIFF BRIAN SMITH

18 NORTH VINE STREET, SUITE 143, MORA, MN 55051

## April 2024

During the month of April, 2024 Kanabec County Sheriff's Office contract cars responded to or initiated 441 calls for service within the City of Mora. The most frequent calls for service were Medical Emergencies (62), Traffic complaints/violations (98), and 911 hang up calls (21).

KCSO contract deputies logged 39 foot patrols in the downtown business district and city parks.

The KCSO gave a Fraud Awareness presentation to community members at Kev's depot focusing on common scams.

Contract deputies received continuing education/training in the following areas:

- Liability Issues in Emergency Vehicle and Pursuit Operations
- Best Practices in Mental Health Crisis Response

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

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**CAD Summary Report**

Printed On: 05/08/24 09:31

**Kanabec County Sheriff's Office**

	<b>04/24</b>	<b>Total</b>
911 Hang-ups-Abandoned-Open Line	21	<b>21</b>
Agency Assist	13	<b>13</b>
Alarms All (Home, Business, Bank, misc)	3	<b>3</b>
Animal-All Other	13	<b>13</b>
Assault	2	<b>2</b>
Building Security Checks	9	<b>9</b>
Burglary	1	<b>1</b>
Child Custody Issues	1	<b>1</b>
Civil Assist	10	<b>10</b>
Civil Process	1	<b>1</b>
Disorderly Conduct	7	<b>7</b>
Domestic Disturbance/Assaults	1	<b>1</b>
Drug calls - All	2	<b>2</b>
Escorts-Funerals, Races, etc	2	<b>2</b>
Fire- Mora Area Fire Calls	1	<b>1</b>
Fires - All Others	5	<b>5</b>
Foot Patrol	39	<b>39</b>
Found - animals, property, etc	2	<b>2</b>
Fraud	1	<b>1</b>
Harassing communications calls	2	<b>2</b>
Hospice Deaths	6	<b>6</b>
Information and misc calls	12	<b>12</b>
Jail Medical	3	<b>3</b>
Juvenile calls excluding tobacco, drugs, alcohol	5	<b>5</b>
Juvenile Drug complaints	2	<b>2</b>
Juvenile Tobacco complaints	1	<b>1</b>
Maltreatment	13	<b>13</b>
Medical Emergency	62	<b>62</b>



## CAD Summary Report

Printed On: 05/08/24 09:31

	04/24	Total
Meetings and Presentations	2	<b>2</b>
Missing Person(s)	1	<b>1</b>
Mora Ordinance Violations	2	<b>2</b>
Motorist Assist calls	4	<b>4</b>
Neighborhood Disputes	3	<b>3</b>
Parking Violations	1	<b>1</b>
Public assist calls	10	<b>10</b>
Records checks	4	<b>4</b>
Road Hazards	3	<b>3</b>
Scams	2	<b>2</b>
Secure Helipad	10	<b>10</b>
Shoplifting complaints	1	<b>1</b>
Stop arm violations	1	<b>1</b>
Suicide threats-attempts	2	<b>2</b>
Suspicious- persons, vehicles, and occurrences	16	<b>16</b>
Theft-not vehicle	7	<b>7</b>
Threats	6	<b>6</b>
Traffic / Driving complaints	7	<b>7</b>
Traffic Accident	5	<b>5</b>
Traffic Violation	91	<b>91</b>
Unwanted person	3	<b>3</b>
Vandalism exc mailboxes	1	<b>1</b>
Violation of Court Order	4	<b>4</b>
Warrant Entry and Arrests	3	<b>3</b>
Weather - Monthly Test	1	<b>1</b>
Welfare Check	11	<b>11</b>
<b>Total</b>	<b>441</b>	<b>441</b>



City of Mora Planning Commission  
Meeting Minutes  
**5:30 p.m. Monday, May 13, 2024**  
Mora City Hall, 101 Lake St, Mora, MN 55051

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Pursuant to due call and notice thereof Chair Sheldon Shepard called to order the regular meeting of the Planning Commission at 5:30 p.m. Monday, May 13, 2024, in the Mora City Hall Council Chambers.

- 2. Roll call:** Present: Sheldon Shepard, Tim Dahlberg, Jody Anderson, Lance Strande  
Absent: Sara Treiber  
Staff present: Community Development Director Kirsten Faurie, City Administrator Glenn Anderson
- 3. Adopt Agenda:** MOTION made by J. Anderson, seconded by Dahlberg, and unanimously carried to adopt the agenda as presented.
- 4. Approval of Minutes:** MOTION made by Dahlberg, seconded by Strande and unanimously carried to approve the April 8, 2024 minutes as presented.
- 5. Open Forum:** No one spoke during open forum
- 6. Public Hearings:** None
- 7. New Business:**
  - a. Seasonal Markets Discussion:** Faurie noted that the April 8 Planning Commission discussion regarding a request to operate a flea market in the B-2 District revealed some gaps in the city ordinances surrounding regulation of seasonal or temporary outdoor markets such as farmers' markets, flea markets, craft sales, etc. Staff believes this an opportunity to consider a text amendment adding clarity to these types of markets, when and where they operate and a permitting process. The commission discussed their concerns and preferences for such activities including the types of merchandise being sold, restroom availability, parking, lighting, garbage, hours of operation, noise, and consequences for violations. The commission instructed staff to draft an ordinance for their consideration at a future meeting.
- 8. Old Business:** None
- 9. Reports:** Faurie informed the commission that the Fox Run 3<sup>rd</sup> addition is moving forward in which is good news for the city and housing development.
- 10. Adjournment:** MOTION to adjourn by Dahlberg, seconded by J. Anderson, and unanimously carried to adjourn the Planning Commission meeting at 6:09 p.m. The next regular meeting of the Planning Commission is scheduled for **5:30 p.m. Monday, June 10, 2024.**

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Sheldon Shepard  
Commission Chair

Attest: \_\_\_\_\_  
Kirsten Faurie  
Community Development Director

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

**May 14, 2024**

Present: Steven Holcombe, Alison Holland, Sam Pioske, Curt Sammann,  
Absent: Kyle Sheppard  
Staff Present: City Administrator Glenn Anderson, Activities and Recreation Coordinator  
Jeff Krie

1. Call to Order. Chair Pioske called the meeting to order at 6:00 p.m.
2. Roll Call. Present: Steven Holcombe, Alison Holland, Sam Pioske, Curt Samman.
3. Adopt Agenda. Motion by Holland, second by Holcombe to adopt the May 14, 2024 meeting agenda as presented. All present voted aye. Motion carried.
4. Minutes. Motion by Holland, second by Holcombe to approve the March 12, 2024 meeting minutes as presented. All present voted aye. Motion carried.

Open Forum. Devan Kelling and Beth Kelling from the Agricultural Society shared that there was an conflict with the Agricultural Society Rods & Rust and Harvest Moon Festival and Fall Fest both happening on the same Saturday on September 14, 2024. Krie shared that with the grant, the band, and advertising already out that Fall Fest unfortunately could not be moved for this season. Krie shared that maybe it would draw more people to town and to visit both events. Holland shared both events are of different format. Kelling shared the possibility of a scavenger hunt which was receptive by the Park Board. Discussion on the subject by both parties and formats and times were shared. Both shared that are willing to work with the other for this weekend and future events. Krie also share that it would be evaluated at the end of the event and shared with the Agricultural Society to see how both came out on each event and if dates need to be adjusted. Devan share that Agricultural Society board has had some changes.

5. New Business.
  - a. Dog Park Reflection Area. Crystal Polipnick shared with the Park Board the possibility to have an reflection area down at the dog park. Crystal shared her idea of the project and expectations. The board had a good discussion with Polipnick and she stated that there is already a flower bed that could be used to plant some flowers and she shared her vision of what the reflection area would look like with board. A donation of a tree and other amenities could be added as became available. Polipnick felt the reflection could be a space where people could grieve during difficult area, an area that a person could honor pets or hopefully a closure area. It would have some plants and possibility other amenities. Sammann asked if this was shared with the community. Polipnick share she is waiting to do that after this first step. The board felt this was a good idea and felt a discussion with

Kohlgraf should follow to see if any issues or concerns. Polipnick also shared she if this works out to have an event down at the project. Otherwise, if possible, the board feel that it should move forward. Sammann thanked her for coming in. A motion was made to move forward with the project in stages pending Council approval. Second by Sammann, all presented voted aye. Motion carried.

6. Old Business.

- a. Accessibility and Inclusive Playground: Krie asked the board if they had any updated information in regard to the board's recommendation of the park. Holcombe shared since the Library Park might have some construction done in that area that maybe Library Park should be considered. Holland shared that Lions Park might be a better fit due to the bathroom availability and fenced in area which was an important to being an all-inclusive playground. The subject was tabled but a decision should be made to help with the groups fundraising options.
- b. Prioritize Park Board Projects: Krie shared the results of the survey of the Park Board priorities and asked if any discussion is needed or thoughts shared. Holland shared her concerns that maybe the current trails could use some resurfacing in areas and was questioning what plans are out there for existing trails. Holland feels that maintaining the existing infrastructure of the trails that we should have a plan, and with that in mind maybe the trails should be more of a priority and moved up. Some frustration was shared with the MAC falling to the Park Board with no plan on maintaining infrastructure as it is a complicated issue. Suggestion was made to maybe offer a survey at the MAC with specific questions. Krie shared with the board information about the Marengo, Iowa pool which included how Marengo secured funds.
- c. Fall Fest: Shared the board that at the next board meeting to discuss Fall Fest in detail and start thinking of the format. Krie shared some basic information from past Fest.

7. Reports.

- a. Holcombe: None
- b. Holland: Shared her concern for resurfacing some of the current trails that needs attention.
- c. Pioske: None
- d. Sammann: When water might be available at the dog park. Also asked about a possibility of an additional picnic table at the dog park inside the fence or if there is some wood available to build a table. Also heard people at the park share the need for a separate area for small dogs but realize the expenses.
- e. Krie shared information by Kohlgraf that they will be working on the water at the dog park and waiting for some parts. The possibility of having a light down at the dog park is on hold due to the recent vandalism at the dog park. Reports of aggressive dogs by a person at the dog park. Working with contractor on resurfacing the tennis courts and hopefully done in the upcoming works.

f. Krie shared Music in the Park grant starts on the 15<sup>th</sup> of May and no issues moving forward. Update on the MAC employment and prep. City purchased a second pickleball set for public usage.

8. Adjournment. Motion by Holcombe, second by Sheppard to adjourn the meeting. All present voted aye. Meeting adjourned at 7:50 p.m.

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Sam Pioske, Chair

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Jeff Krie, Secretary

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