

Agenda
Regular City of Hoyt Lakes Council Meeting
City Hall Council Chambers

Monday, April 22, 2024

5:30 pm

1. ROLL CALL

Mayor Zins, Councilors Kramar, Grams, Beauregard, Scott

2. PLEDGE OF ALLEGIANCE

3. CONSENT AGENDA

*Consent Agenda: asterisked items are routine, non-controversial, and/or have been discussed at a previous Council meeting. These items will be approved in one motion unless discussion is requested in which case the item will be considered in its normal sequence on the agenda.

4. APPROVAL OF CITY COUNCIL MINUTES *

4.1 Regular City Council Meeting – April 8, 2024

5. CORRESPONDENCE *

5.1 Animal Control Report – July, August, September, October, November, December of 2023 and January, February, March of 2024.

5.2 Hoyt Lakes Fire Department Meeting Minutes – March 2024.

6. FINANCIALS –*

7. GUESTS/CITIZEN FORUM

8. REPORTS FROM STAFF

City Administrator Lammi

Recreation Director West

Library Director Sowers

Public Works Director Snetsinger

Public Utilities Director Berndt

EMS Director Olmstead

ERPD Chief Soular

Fire Chief House

Mesabi East Youth Sports Coordinator Mark Goerd

City Attorney Brunfelt

9. REPORTS FROM ELECTED OFFICIALS

Councilor Kramar

Councilor Grams
Councilor Beauregard
Councilor Scott
Mayor Zins

10. OLD BUSINESS

10.1 Birchwood Terrace Park update.

11. NEW BUSINESS

- 11.1 Placement of water project on 2025 project priority list for the Drinking Water Revolving Loan Fund (MDH-PPL).
- 11.2 Placement of water project on 2025 Intended Use Plan for Drinking Water Revolving Loan Fund (IUP).
- 11.3 Ranger ATV Snowmobile Club pay request no. 1 for the Moose Seven Beavers Trail from Biwabik to Skibo in the amount of \$170,490.35.
- 11.4 Ranger ATV Snowmobile Club to SEH for the Moose Seven Beavers Trail from Biwabik to Skibo in the amount of \$10,292.86.
- 11.5 Invoice in the amount of \$1500.00 to the Hoyt Lakes Garden Club.
- 11.6 Resolution 2024-005 to apply to the Department of Resources and Rehabilitation Regional Trails Program.
- 11.7 Resolution 2024-006 to apply to the Health Resources and Services Administration Rural Communities Opioid Response Program.
- 11.8 Mosquito Control Contract with D&B Environmental Services.
- 11.9 Recommendation to hire Fire Department Secretary.
- 11.10 Recommendation to hire Fire Department Captain.

12. ADJOURNMENT

Next Council Meetings:

Monday, April 22, 2024 at 5:30 pm – Regular Meeting

Monday, May 13, 2024 at 5:30 pm – Regular Meeting

Minutes
Regular Meeting of the Hoyt Lakes City Council
Hoyt Lakes City Hall Council Chambers
Monday, April 8, 2024
5:30 p.m.

PRESENT: Vice Mayor Grams Councilors Kramar, Beauregard, Scott

ABSENT: Mayor Zins

AISO PRESENT: City Administrator Becky Lammi, City Attorney Mitch Brunfelt, EMS Director Melanie Olmstead, Fire Chief Tony House.

Meeting was called to order by Vice Mayor Grams at 5:30 p.m.

APPROVAL OF CONSENT AGENDA

Moved by Beauregard supported by Kramar to approve the following consent agenda items:

APPROVAL OF MINUTES-

- 4.1 Regular City Council Meeting – March 25, 2024.

CORRESPONDENCE –

- 5.1 None

APPROVAL FOR PAYMENT – CLAIMS

- 6.1 Disbursements - \$130,944.31
- 6.2 Payroll - \$77,222.83
 - 6.2.1 Payroll - \$67,140.69
 - 6.2.2 Benefits - \$10,082.14
 - 6.2.3 Insurance - \$28,498.21

Motion carried unanimously.

APPEARANCES/PUBLIC FORUM

Questions on the new basketball court. There are no contractor estimates at this time.

REPORTS FROM STAFF

City Administrator Lammi shared that St. Louis County is pushing back the Hwy 665 project to 2027. The Local Board of Appeal & Equalization meeting will be on April 18, 2024. If you believe your property tax valuation is incorrect, we request you submit appeals ahead of time so St. Louis County can be in touch.

Fire Chief House stated there were 2 fire calls in March. Reminder to be notified when there is road/utility work in the trailer court.

City Attorney Brunfelt provided an update on the Floe Building. He is working on a Facilities use agreement for the next meeting. It will be tax exempt for 2025, but not for 2024.

REPORTS FROM ELECTED OFFICIALS

Councilor Kramar shared the Garden Club is for starting soon for the season. The meetings are usually the 2nd Tuesday but will be on April 15 this month. Meetings are at 6:00 pm at the VFW and they are looking for new members.

OLD BUSINESS

None.

NEW BUSINESS

Moved by Scott supported by Beauregard to approve option to separate mechanical building and not remove tank, Hoyt Lakes Wellness Center memorandum regarding Minnesota State Statute 326B.108. Motion carried unanimously.

Moved by Kramar supported by Grams to approve Ranger ATV and Snowmobile Club invoice to the Minnesota Board of Soil & Water in the amount of \$86.43 for the Moose Seven Beavers Trail. Motion carried unanimously.

Moved by Kramar supported by Scott to approve Ranger ATV and Snowmobile Club invoice to the Mississippi and Superior Wetland Mitigation Banks in the amount of \$5,741.80 for the Mosse Seven Beavers Trail. Motion carried unanimously.

Moved by Grams supported by Kramar to approve Ranger ATV and Snowmobile Club invoice to SEH in the amount of \$3,088.32 for Moose Seven Beavers Trail. Motion carried unanimously.

Moved by Scott supported by Kramar to approve Ranger ATV and Snowmobile Club invoice to SEH in the amount of \$262.50 for the Moose Seven Beavers Trail. Motion carried unanimously.

Moved by Beauregard supported by Kramar to approve Mayor's Proclamation regarding Sexual Assault Awareness Month. Motion carried unanimously.

Moved by Scott supported by Beauregard to approve letter of support regarding the East Range Joint Power's Board application to the Department of Iron Range Resources and Rehabilitation Development Partnership grant program. Motion carried unanimously.

Moved by Beauregard supported by Kramar to approve letter regarding CSAH 100 corridor study to St. Louis County. Motion carried unanimously.

Moved by Scott supported by Beauregard to approve City of Hoyt Lakes Hiring Policy. Motion carried unanimously.

Moved by Kramar supported by Beauregard to approve Resolution 2024-003 to apply for the Minnesota Power Foundation Grant. Motion carried unanimously.

Moved by Kramar supported by Beauregard to place name on list for 2025 Horton Emergency Vehicle remount; EMS Director Olmstead to communicate when getting near for budgeting purposes. Motion carried unanimously.

Move by Kramar supported by Grams to approve recommendation to hire Sherri Elg as a casual part-time EMT pending background and drug test. Motion carried unanimously.

Moved by Scott supported by Beauregard to approve Resolution 2024-004 accepting donation from the Hoyt Lakes Chamber of Commerce. Motion carried unanimously.

Moved by Kramar supported by Beauregard to approve summer seasonal employee hiring advertisement. Motion carried unanimously.

ADJOURNMENT

Moved by Kramar supported by Grams to adjourn the meeting. Motion carried unanimously.
Meeting adjourned at 6:01 p.m.

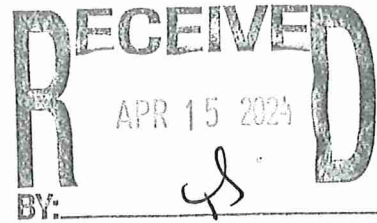
Cherie Grams, Vice Mayor

ATTEST:

Becky Lammi, City Administrator

CITY OF HOYT LAKES, MN
 POUNDMASTER REPORT FOR THE MONTH OF July 2023

5.1



DOGS:
 RECEIVED 5

COMPLAINTS
3 Stray Dog
1 Barking
1 Leash Law
0 License
0 Other

WARNED 1

DOG OWNERS OF LEASH LAWS PICKED 1 DOG UP BEHIND THE HAVEN AND 1 DOG OUT AT THE POINT.

IMPOUNDED 2

DOGS. DISPOSED OF 0 AT OWNERS REQUEST AND 0 STRAYS

TRAVELED 25

MILES TO AND FROM POUND

CATS:
 RECEIVED 6

COMPLAINTS SET TRAPS ON WYANDOTTIE TRAPPED 2 CATS.
4 Stray Cat
2 Meowing/Caterwaul
0 Leash Law
0 License
0 Other

WARNED 1

CAT OWNERS OF LEASH LAWS

IMPOUNDED 2

CATS. DISPOSED OF 0 AT OWNERS REQUEST AND 0 STRAYS

TRAVELED 50

MILES TO AND FROM POUND

OTHER _____

CITY OF HOYT LAKES, MN
 Pound Master Mileage
July (195)
 (Month)

DOGS
 Miles to and from Pound 25

CATS
 Miles to and from Pound 50

Miles answering complaints and patrolling 80

Miles answering complaints and patrolling 40

TOTAL 105

TOTAL 90

TOTAL Combined Miles 195 at .655 per mile = \$ 127.73

I certify the above is the true and correct amount of mileage and request reimbursement.

Date: 7/30/23

Signed: Jeremiah Olmstead
 Jeremiah Olmstead, Animal Control Officer

CITY OF HOYT LAKES, MN
 POUNDMASTER REPORT FOR THE MONTH OF August 2023

RECEIVED
 APR 15 2024
 BY: [Signature]

DOGS:
 RECEIVED 7

COMPLAINTS
4 Stray Dog
1 Barking
1 Leash Law
1 License
 Other

WARNED 1

DOG OWNERS OF LEASH LAWS

ERPD PICKED UP ONE DOG, 1 PICKED UP

IMPOUNDED 2

DOGS. DISPOSED OF 0 AT OWNERS REQUEST ONE AND 0 STRAYS DOG ON COVENTRY.

TRAVELED 30

MILES TO AND FROM POUND

CATS:
 RECEIVED 5

COMPLAINTS
4 Stray Cat
1 Meowing/Caterwaul
0 Leash Law
0 License
0 Other

TRAPPED BLACK CAT ON COVENTRY AND PICKED ONE UP ON HAMPSHIRE ADOPTED ONE OUT.

WARNED 0

CAT OWNERS OF LEASH LAWS

IMPOUNDED 2

CATS. DISPOSED OF 0 AT OWNERS REQUEST AND 0 STRAYS

TRAVELED 60

MILES TO AND FROM POUND

OTHER Took the black cat to Hubbing Humane Society (92 miles)

CITY OF HOYT LAKES, MN
 Pound Master Mileage
August
 (Month)

DOGS
 Miles to and from Pound 30

CATS
 Miles to and from Pound 60

Miles answering complaints and patrolling 60

Miles answering complaints and patrolling 50 + 92 miles to Hubbing

TOTAL 90

TOTAL 202

TOTAL Combined Miles 292 at .658 per mile = \$ 191.26

I certify the above is the true and correct amount of mileage and request reimbursement.

Date: SEPT 1, 2023

Signed: [Signature]
 Jeremiah Olmstead, Animal Control Officer

[Signature]

CITY OF HOYT LAKES, MN
 POUNDMASTER REPORT FOR THE MONTH OF SEPT 2023

DOGS:
 RECEIVED 4

COMPLAINTS
2 Stray Dog
1 Barking
0 Leash Law
1 License
0 Other

RECEIVED
 APR 15 2023
 BY: [Signature]

WARNED 1

DOG OWNERS OF LEASH LAWS

IMPOUNDED 2

DOGS. DISPOSED OF 0 AT OWNERS REQUEST
 AND 0 STRAYS HAD ONE DOG IN THE POUND FOR ALMOST 2 WEEKS, ADOPTED FOR OUT.

TRAVELED 60

MILES TO AND FROM POUND

CATS:
 RECEIVED 3

COMPLAINTS
2 Stray Cat
0 Meowing/Caterwaul
0 Leash Law
0 License
1 Other

WARNED 0

CAT OWNERS OF LEASH LAWS

IMPOUNDED 1

CATS. DISPOSED OF 0 AT OWNERS REQUEST
 AND 0 STRAYS

TRAVELED 20

MILES TO AND FROM POUND

OTHER TRAPPED 2 SKUNKS, DISPOSED THEM ~~IN~~ BACK TO NATURE UNFARMED (70 MILES)

CITY OF HOYT LAKES, MN
 Pound Master Mileage
SEPT (220)
 (Month)

DOGS
 Miles to and from Pound 60

CATS
 Miles to and from Pound 20

Miles answering complaints and patrolling 40 +70 FOR SKUNKS
 TOTAL 170

Miles answering complaints and patrolling 30
 TOTAL 50

TOTAL Combined Miles 220 at .655 per mile = \$ 144.10

I certify the above is the true and correct amount of mileage and request reimbursement.

Date: 9/30/23

Signed: [Signature]
 Jeremiah Olmstead, Animal Control Officer

[Signature]

CITY OF HOYT LAKES, MN
 POUNDMASTER REPORT FOR THE MONTH OF OCT. 2023

DOGS:
 RECEIVED 6

COMPLAINTS MULTIPLE COMPLAINTS ABOUT THE DOGS OWN COVENTRY, I'M HAVING TROUBLE GETTING A HOLD OF THE WOMAN WHO LIVES AT THE HOME
3 Stray Dog
1 Barking
1 Leash Law
1 License
~~0~~ Other

WARNED 1

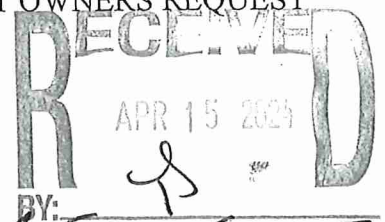
DOG OWNERS OF LEASH LAWS

IMPOUNDED 1

DOGS. DISPOSED OF ~~0~~ AT OWNERS REQUEST AND ~~0~~ STRAYS

TRAVELED 35

MILES TO AND FROM POUND



CATS:
 RECEIVED 4

COMPLAINTS A FEW CATS ESCAPED THE HOUSE 2 LOST CATS
4 Stray Cat / FERRAL
~~0~~ Meowing/Caterwaul
~~0~~ Leash Law
~~0~~ License
~~0~~ Other

WARNED 0

CAT OWNERS OF LEASH LAWS

IMPOUNDED 0

CATS. DISPOSED OF ~~0~~ AT OWNERS REQUEST AND ~~0~~ STRAYS

TRAVELED 0

MILES TO AND FROM POUND

OTHER TRAPPED AND DISPOSED OF 3 MORE SKUNKS! (140 MILES)

CITY OF HOYT LAKES, MN
 Pound Master Mileage

(Month)

DOGS
 Miles to and from Pound 35
 Miles answering complaints and patrolling 80
 TOTAL 115

CATS
 Miles to and from Pound 0
 Miles answering complaints and patrolling 50 + 140 FOR SKUNKS
 TOTAL 190

TOTAL Combined Miles 205 at 0.655 per mile = \$ 134.28

I certify the above is the true and correct amount of mileage and request reimbursement.

Date: 11/2/23

Signed: Jeremiah Olmstead
 Jeremiah Olmstead, Animal Control Officer

[Handwritten initials]

CITY OF HOYT LAKES, MN
 POUNDMASTER REPORT FOR THE MONTH OF NOV. 2023

DOGS:
 RECEIVED 3

COMPLAINTS
2 Stray Dog
0 Barking
1 Leash Law
0 License
0 Other

RECEIVED
 APR 15 2024
 BY: JS

WARNED 0

DOG OWNERS OF LEASH LAWS

IMPOUNDED 1

DOGS. DISPOSED OF 0 AT OWNERS REQUEST
 AND 0 STRAYS

TRAVELED 80

MILES TO AND FROM POUND

*IMPOUNDED 1 DOG
 ABANDONED HE WAS AT THE
 POUND FOR 8 DAYS
 THEN BROUGHT TO HIBBING*

CATS:
 RECEIVED 4

COMPLAINTS
3 Stray Cat
0 Meowing/Caterwaul
0 Leash Law
0 License
1 Other

*PICKED UP AN INJURED
 CAT BY VIKING DR.
 BROUGHT IT TO HIBBING
 TO SEE IF IT COULD BE
 SAVED*

WARNED 0

CAT OWNERS OF LEASH LAWS

IMPOUNDED 1

CATS. DISPOSED OF 0 AT OWNERS REQUEST
 AND 0 STRAYS

TRAVELED 10

MILES TO AND FROM POUND

OTHER TOOK 1 CAT (INSURED) TO HIBBING HUMANE
 SOCIETY (92 MILES) TOOK ONE DOG TO HIBBING

CITY OF HOYT LAKES, MN
 Pound Master Mileage

(92 miles)

(Month)

DOGS
 Miles to and from Pound

80

CATS
 Miles to and from Pound

10

Miles answering complaints
 and patrolling

50 + 92
222

Miles answering complaints
 and patrolling

40 + 92
142

TOTAL

TOTAL

TOTAL Combined Miles

364 at .655 per mile = \$ 238.42

I certify the above is the true and correct amount of mileage and request reimbursement.

Date: 12/2/23

Signed: [Signature]

[Initials]

CITY OF HOYT LAKES, MN
 POUNDMASTER REPORT FOR THE MONTH OF DEC. 2023

DOGS:
 RECEIVED 3

- COMPLAINTS
3 Stray Dog
~~0~~ Barking
~~0~~ Leash Law
~~0~~ License
~~0~~ Other

RECEIVED
 APR 15 2024
 BY: B

WARNED 0

DOG OWNERS OF LEASH LAWS

IMPOUNDED 0

DOGS. DISPOSED OF 0 AT OWNERS REQUEST
 AND 0 STRAYS

TRAVELED 0

MILES TO AND FROM POUND

CATS:
 RECEIVED 2

- COMPLAINTS
2 Stray Cat *Picked up 1 Cat From HAMPSHIRE TRAP*
~~0~~ Meowing/Caterwaul
~~0~~ Leash Law
~~0~~ License
~~0~~ Other

WARNED ~~0~~ 1

CAT OWNERS OF LEASH LAWS

IMPOUNDED 1

CATS. DISPOSED OF 0 AT OWNERS REQUEST
 AND 0 STRAYS *RETURNED CAT TO OWNER.*

TRAVELED 20

MILES TO AND FROM POUND

OTHER _____

CITY OF HOYT LAKES, MN
 Pound Master Mileage
DECEMBER (110)
 (Month)

DOGS
 Miles to and from Pound 0
 Miles answering complaints
 and patrolling 50
 TOTAL 50

CATS
 Miles to and from Pound 20
 Miles answering complaints
 and patrolling 40
 TOTAL 60

TOTAL Combined Miles 110 at .655 per mile = \$ 72.05

I certify the above is the true and correct amount of mileage and request reimbursement.

Date: 12/30/23

Signed: *Jeremiah Qmstead*
 Jeremiah Qmstead, Animal Control Officer

(Signature)

CITY OF HOYT LAKES, MN
 POUNDMASTER REPORT FOR THE MONTH OF JAN. 2024

DOGS:
 RECEIVED 7

COMPLAINTS
4 Stray Dog
~~0~~ Barking
2 Leash Law
1 License
~~0~~ Other

PICKED UP 2 DOGS ON ANDOVER, THEY BECAME TO THE LASH ON COVENTRY GAVE HER WARNING.

WARNED 1

DOG OWNERS OF LEASH LAWS

IMPOUNDED 2

DOGS. DISPOSED OF 0 AT OWNERS REQUEST AND 0 STRAYS

TRAVELED 30

MILES TO AND FROM POUND

RECEIVED
 APR 15 2024
 BY: [Signature]

CATS:
 RECEIVED 2

COMPLAINTS
2 Stray Cat
~~0~~ Meowing/Caterwaul
~~0~~ Leash Law
~~0~~ License
~~0~~ Other

WARNED 0

CAT OWNERS OF LEASH LAWS

IMPOUNDED 0

CATS. DISPOSED OF 0 AT OWNERS REQUEST AND 0 STRAYS

TRAVELED 0

MILES TO AND FROM POUND

OTHER _____

CITY OF HOYT LAKES, MN
 Pound Master Mileage

(Month)

DOGS
 Miles to and from Pound 30

CATS
 Miles to and from Pound 0

Miles answering complaints and patrolling 100
 TOTAL 130

Miles answering complaints and patrolling 40
 TOTAL 40

TOTAL Combined Miles 170 at .67 per mile = \$ 113.90

I certify the above is the true and correct amount of mileage and request reimbursement.

Date: 2/2/24

Signed: [Signature]
 Jeremiah Olmstead, Animal Control Officer

[Signature]

CITY OF HOYT LAKES, MN
 POUNDMASTER REPORT FOR THE MONTH OF FEB . 2024

DOGS:

RECEIVED 12

COMPLAINTS *DEALING WITH THE DOGS ON COVENTRY (ONGOING) MULTIPLE COMPLAINTS*
8 Stray Dog
1 Barking
2 Leash Law
1 License
0 Other

WARNED 1

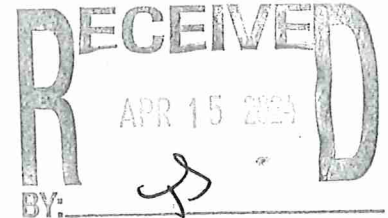
DOG OWNERS OF LEASH LAWS

IMPOUNDED 1

DOGS. DISPOSED OF 0 AT OWNERS REQUEST AND 0 STRAYS

TRAVELED 30

MILES TO AND FROM POUND



CATS:

RECEIVED 4

COMPLAINTS
4 Stray Cat
0 Meowing/Caterwaul
0 Leash Law
0 License
0 Other

WARNED 0

CAT OWNERS OF LEASH LAWS

IMPOUNDED 0

CATS. DISPOSED OF 0 AT OWNERS REQUEST AND 0 STRAYS

TRAVELED 0

MILES TO AND FROM POUND

OTHER _____

CITY OF HOYT LAKES, MN
 Pound Master Mileage

 (Month)

DOGS

Miles to and from Pound 30

CATS

Miles to and from Pound 0

Miles answering complaints and patrolling 150

Miles answering complaints and patrolling 40

TOTAL 180

TOTAL 40

TOTAL Combined Miles 220 at .67 per mile = \$ 147.40

I certify the above is the true and correct amount of mileage and request reimbursement.

Date: 3/3/24

Signed: Jeremiah Olnstead
 Jeremiah Olnstead, Animal Control Officer

CITY OF HOYT LAKES, MN
 POUNDMASTER REPORT FOR THE MONTH OF MARCH. 2024

DOGS:
 RECEIVED 10

COMPLAINTS DEALING WITH THE DOGS ON COVENTRY. STEPH FINNELL CAUGHT AND IMPOUNDED THEM. HAD THEM FOR 8 DAYS. PICKED ONE DOG UP ON
7 Stray Dog
1 Barking
1 Leash Law
1 License
0 Other

WARNED 2

DOG OWNERS OF LEASH LAWS DORCHESTER

IMPOUNDED 4

DOGS. DISPOSED OF 0 AT OWNERS REQUEST AND 0 STRAYS

TRAVELED 90

MILES TO AND FROM POUND



CATS:
 RECEIVED 5

COMPLAINTS TRAPPED ONE CAT ON KENT. IMPOUNDED 6 DAYS. ADOPTED OUT.
3 Stray Cat
2 Meowing/Caterwaul
0 Leash Law
0 License
0 Other

WARNED 0

CAT OWNERS OF LEASH LAWS

IMPOUNDED 1

CATS. DISPOSED OF 0 AT OWNERS REQUEST AND 0 STRAYS

TRAVELED 60

MILES TO AND FROM POUND

OTHER THE OWNER OF THE 3 DOGS ON COVENTRY BROKE INTO THE POUND AND STOLE HER DOGS!

CITY OF HOYT LAKES, MN WROTE HER SEVERAL TICKETS BEFORE THIS INCIDENT!
 Pound Master Mileage MARCH (380)
 (Month)

DOGS
 Miles to and from Pound 90

CATS
 Miles to and from Pound 60

Miles answering complaints and patrolling 170
 TOTAL 270

Miles answering complaints and patrolling 50
 TOTAL 110

TOTAL Combined Miles 380 at .67 per mile = \$ 254.60

I certify the above is the true and correct amount of mileage and request reimbursement.

Date: 4/3/24

Signed: [Signature]
 Jeremiah Olmstead, Animal Control Officer



March 6, 2024

Fire Chief House called the monthly meeting of the HLFd to order at 6:32pm.

Fire members present: Wolner, House, Radtke, Olmstead, K. Eckman, Hanson, Dudley, Scott, Benck, Mirau, Westlund, Ridlon,

EMS members present: Hull, Wippler, Carland, Zimmer, Goerd, Pluth, Nyman, Powell, J. Eckman, Ruotssalianen, Hietala

Minutes from the last meeting were read and approved by members.

EQUIPMENT CHECK FEBRUARY: baudek-Ambulance, Ridlon-fire, Jaeger-Ambulance, Wolner-Fire, Powell-Ambulance,

OLD BUSINESS

Fire- Wildland

Ambulance- March- 13th Hot and Cold Disorders Tony and Brooke
March 20th Pet Oxygen Training
March 27th IV training Medic and Wippler

AMBULANCE REPORT

- Medic 1-Use for all transfers.
- Medic 2 found metal in bearing
- Make sure you are leaving your pagers on.
- 59 Calls in February
- EMT shift Sign up discussion
- Pet Mask donations

COMMITTEE REPORTS

- Capital Items – Monitors will be dropped off to try by rep, quotes on tools and airbags

CORRESPONDENCE

-

MONTHLY SOG

- March- St Louis County MAYDAY Procedure

NEW BUSINESS

- Fire Call Attendance sheet will be posted on the board.
- Secretary and one captain position open
- Follow Chain of Command
- Bike Across MN-Arrive August 7th, Many events, Want breakfast made Aug 8th
- Fuel Gauge on Rescue Truck is fixed.
- Fire extinguishers replaced in building.
- Relief to sell candy
- 6 Fire Calls in Jan.

RELIEF-General Fund

Monthly Financial Report passed around.

The checkbook and all financial information were on display for members to view before, during, and after meeting.

Adjournment motion Dudley , 2nd Mirau motion passed.

Guests present: Mayor Zins.

Supplemental Information
Regular City of Hoyt Lakes Council Meeting
04/22/2024

10.1 Birchwood Terrace Park update.

At the regular meeting on 06/12/2023 the City Council was notified the Birchwood Terrace Trailer Court was for sale by the current owner. At the special meeting on 08/09/2023 the City Council discussed a potential project at the location, but didn't commit to pursuing any particular avenue for purchase or engineering for the site.

On 04/10/2024 City Administrator Lammi received correspondence from the current owner regarding purchase. He indicated he would be willing to offer the property to the City for approximately \$375,000-\$400,000 purchase price, and provide financing at the IRS AFR rate (Internal Revenue Service Applicable Federal Rates), which in April 2024 is 4.38% for a tax-exempt organization, with no down payment. The City is authorized to conduct lease-purchase financings, however, the interest rate listed is higher than a general obligation bond, and wouldn't allow for improvements to the property.

Potential motion:

Moved by _____ supported by _____ to direct City Administrator Lammi to investigate funding options to purchase Birchwood Terrace Park.

Moved by _____ supported by _____ to deny the request to purchase Birchwood Terrace Park.

May 03, 2024

Submitted via email to health.dwrfapplication@state.mn.us

MN Department of Health
DWRF Program
PO Box 64975
625 North Robert Street
St. Paul, MN 55164-0975

Attn: Todd Johnson

RE: Placement of the City of Hoyt Lakes on the Drinking Water Revolving Fund
2025 Project Priority List

Dear Mr. Johnson:

Please consider this letter as the formal request from the City of Hoyt Lakes to be placed on the 2025 Project Priority List for the Drinking Water Revolving Loan Fund. The proposed project in this request is the City of Hoyt Lakes - Water Supply & Treatment Improvements. A separate letter requesting placement on the Intended Use Plan will be submitted to the Public Facilities Authority for inclusion on the IUP list.

Project Description:

The proposed project consists of making critical and necessary improvements to the City's water supply intake and water treatment infrastructure that was constructed in the 1950's. The City of Hoyt Lake's water treatment plant (WTP) is a "conventional surface water treatment facility" with rapid mix, flocculation, and filtration. Various chemicals are used in the process including chlorine, ammonia, fluoride, permanganate and alum. Many of the individual components of the facility are near or past their useful life. Raw water is sourced from Colby Lake through a surface water intake structure located north of the WTP. The City's current water supply source is known to have a high treatment cost when compared to similar surface water treatment facilities in the region and often violates the health advisory limit for manganese of 0.100 mg/l. With all this consider, The City is reviewing and pursuing the most cost-effective method for long term treatment and drinking water supply.

Bolton & Menk has been contracted (January 2024) to review the existing water supply and treatment infrastructure and provide cost estimates for viable, economical options to provide the City with finished (treated) water.

The following project options were identified:

- Regionalization with the East Range Water Board (Interconnection)
- Restoration of existing WTP – Existing water supply source
- Construction of new WTP (existing site) – Existing water supply source
- Restoration of existing WTP – New water supply source
- Construction of new WTP (new site) – New water supply source

Cost models were developed for all options (listed above) and used to guide selection of an option. The cost model took into consideration initial capital costs, long-term maintenance and operation, and life-cycle costs. Based on long-term and life cycle costs, the preferred option is regionalization with the East Range Water Board.

Regionalization with the East Range Water Board (Interconnection)

The Cities of Aurora and White Township comprise the East Range Water Board (ERWB) which was established to form a coalition of cities and communities that would receive finished water from a single source and remove the need for each community to own and operate their own water supply and treatment facilities. The ERWB will be constructing and commissioning a new water treatment facility and supply intake from 2024-2026. The City of Hoyt Lakes will have an option to enter the coalition and furnish costs to expand the water treatment facility’s planned capacity in order to received finished water. Establishment of the interconnection will allow the City of Hoyt Lakes to source water from the ERWB and no longer utilize the existing water treatment and supply infrastructure, which has reached the end of its service life and often exceeds the health advisory level for manganese.

Regionalization with the ERWB consists of establishing an interconnection between the cities of Hoyt Lakes and Aurora’s water distribution systems. The Interconnection will comprise of approximately 15,000 feet of watermain, a booster station and additional water treatment additives (as required) to supply treated (finished) water to the City of Hoyt Lakes from the City of Aurora. Finished water would be routed from the eastern edge of Aurora water distribution to new watermain along CSAH 110 and conveyed to the Hoyt Lakes Water Tower on the western edge of the city. In addition, the City of Hoyt Lakes will need to furnish the costs of expanding the planned water treatment facility.

Project Schedule:

The city’s planning and implementation schedule for this project include these elements:

- | | |
|--|--------------------------|
| 1. Preliminary Engineering | June - October 2024 |
| 2. Preparation of Plans and Specifications | October 2024 – March2024 |
| 3. Advertise for Bids | May 2025 |
| 4. Bid and Award Construction Contract | June 2025 |
| 5. Construction Period | June 2025 – July 2027 |

Project Cost Estimate:

The estimated project cost is \$18,640,000.

Approximate Monthly Distribution Schedule

| Month/Year | Amount |
|-----------------------|-----------------|
| June 2025 – July 2027 | \$690,000/month |

We look forward to working with the Department of Health and Public Facilities Authority on this very important water project for the City of Hoyt Lakes.

If you have any questions please contact our engineer, Brian Guldan, P.E., at Bolton & Menk, Inc. at 612-499-0533 or via email at brian.guldan@bolton-menk.com.

Minnesota Department of Health - Draft
May 03, 2024
Page 3

Thank you for your consideration of this request.

Sincerely,

Becky Lammi
City Administrator

cc: Peter Bradshaw, PFA (Region 3c)
Becky Sabie, MN PFA
Jake Berndt, City of Hoyt Lakes
Brian Guldan, P.E., Bolton & Menk, Inc.
Jacob Crispo, P.E., Bolton & Menk, Inc.

Application for City of Hoyt Lakes Drinking Water Revolving Fund Project Priority List

Project Owner

City of Hoyt Lakes

Project name

Water Supply & Treatment Improvements

1. New finished water supply pipeline (Interconnection) from City of Aurora
2. New Booster Station

Contacts

| | |
|---|--|
| City Representative Becky Lammi City Administrator City of Hoyt Lakes 206 Kennedy Memorial Dr. Hoyt Lakes, MN 55750 218-225-2344 blammi@hoytlakes.com | Proposal Writer Jacob Crispo, P.E. Bolton & Menk, Inc. 4960 Miller Trunk Highway, Suite 550 Duluth, MN 55811 218-830-1119 Jacob.Crispo@bolton-menk.com |
|---|--|

Community Statistics & Population

The City of Hoyt Lakes is located in St. Louis County, Minnesota. The city has seen a slight increase in population from 2017 in the year 2010 to 2020 in the year 2020.

| | | |
|-------------------------------|----------|---|
| Population: | 2020 | Source: 2020 Decennial Census |
| Households: | 851 | Source: 2022 American Community Survey 5-year Estimates |
| Projected 2040 Population: | 2026 | Calculated |
| 2022 Median Household Income: | \$70,583 | Source: 2022 American Community Survey 5-year Estimates |

System Description

General

The City of Hoyt Lakes Public Water Supply system consists of a single surface water intake, one 1,600,000 gallon standpipe, one 150,000 gallon elevated storage tank, one water treatment facility with clearwell, and a distribution system serving the majority of the developed

properties in the city limits. The service connections are not metered. The City has an average water use (5-year) of approximately 315,500 gallons per day and an average maximum daily flow (5-year) of 639,600 gallons per day.

Supply

The city appropriates approximately 104-126 million gallons of raw water annually from Colby Lake under Minnesota Department of Natural Resources (DNR) water appropriation permit 1954-0036. Colby Lake is a part of a subbasin within the Partridge River Watershed. Raw water is withdrawn by a single surface water intake that was constructed in the 1950s. The city does not have any additional or alternate water supply sources.

The water quality of the Partridge River Watershed is generally high with the exception of Colby Lake and Wyman Creek. Colby Lake receives input from Wyman Creek which has been listed on the Minnesota Pollution Control Agencies (MPCA) impaired waters list. Specifically, Wyman Creek has observed increases in water temperature, total organic carbon, mercury, sulfate and TSS which influence Colby Lake.

Water chemistry data obtained from Colby Lake has informed the surface water is seasonally high in both manganese and iron. Manganese concentrations have been observed as high as 3.8 mg/l with the Health advisory level of 0.100 mg/l for infants and 0.300 mg/l for adults. Iron concentrations have been observed above 3.0mg/l with the recommended limit at 0.3 mg/l for aesthetics. In addition, the surface water is dark in color due to its high organics content which is driven from surface water runoff/input from adjacent wetlands/marshes. Historically, colors levels have been observed near 250 color units in the summer (2001, Folen, Manganese Removal Water Study). In 2023, the Minnesota Department of Health completed a source water assessment of the City's drinking water supply. The study informed Iron was observed above the secondary limit for aesthetics.

The surface water intake was constructed in the 1950s and is in poor condition due to age. The existing building and caisson exhibit structural issues (e.g. collapsed intake piping) which has led to a diminished ability to withdraw from Colby Lake. Lastly, the intake's electrical components are obsolete and in need to replacement if future expansion is required.

Treatment

The existing water treatment plant is a "conventional surface water treatment facility" with rapid mix, flocculation, and filtration. The facility consists of a chemical mixing (rapid mix) tank, three sets of flocculation tanks (paddle), clarifiers, and sand filters, a clear well and three high service pumps. Chemical additives include coagulants (alum and polymer blend), caustic soda, potassium permanganate, chlorine, ammonia and fluoride. Sludge from the treatment process is collected and discharged to the city's wastewater treatment facility and subsequently land applied locally through the Minnesota Pollution Control Agency Biosolids Program.

The existing treatment facility utilizes equipment that was installed when the facility was commissioned in the 1950s with some retrofit occurring at later dates. As a result, select equipment has become obsolete and replacement components difficult to locate. Since the 1950s, regulation on chemical storage rooms and areas has changed leaving the facility no

longer compliant with current standards. Any rehabilitation of the facility will require construction of multiple new chemical rooms to house non-compatible chemicals.

In 2024, the WTP building and treatment components were assessed found to be in poor condition. Findings from the assessment included roof leaks, settlement of the foundation and walls, cracking and deflection in CMU walls, ceiling concrete spalling, interior steel supports have mild- moderate corrosion and interior paint applications are peeling and blistering. Many of the pumps, mechanical treatment components (e.g. mixers, paddles) and tanks exhibit wear and/or are at the end of applicable service life.

Storage

Finished water from the water treatment plant is directly supplied to the city's water distribution system. Finished water is stored in both a 150,000 gallon steel elevated storage tank and a 1,600,000 gallon standpipe which are connected to the city's water distribution network. All total, the city has a max storage capacity of 1.9 million Gallons of water when considering the WTP Clearwell. Rehabilitation of the standpipe (recoating) is planned for the next 1-3 years. The elevated storage tank was rehabilitated in 2022.

| Tank | Material, Year Constructed | Storage Capacity |
|--------------------------|----------------------------|-------------------|
| Elevated Tower (Tower 1) | Steel, 1999 | 150,000 gallons |
| Standpipe | Steel, 1955 | 1,600,000 gallons |
| Clearwell | Concrete, 1955 | 150,000 gallons |

Distribution

The City of Hoyt Lakes is served by several miles of cast iron, ductile iron, and polyvinyl chloride (PVC) water mains. Watermain ranges from 6-inch to 18-inch diameter pipe with most lines being 6-inch and 8-inch in diameter. In general, most of the city's watermain infrastructure is original (1950s). The city is planning capital improvements to replace watermain infrastructure reaching the end of its service life. Reconstruction of recent water main distribution lines have utilized PVC pipe. The city can benefit from continued replacement of old watermains.

Need for Improvements

The current water supply and treatment infrastructure has reached the end of its service life and is in a deteriorated state. In addition, the current water supply source has a higher than average treatment cost when compared to other surface water sources in the area. Varying levels of manganese in the raw water supply are difficult to remove and lead to finished water which often exceeds the health advisory limits for manganese. The city needs a new means to provide finished water to its community that allows for flexibility in future treatment and is cost effective in both the construction and operation phase. Current options for the city include the establish of a new interconnection with the East Range Water Board (City of Aurora) and decommission the existing infrastructure, rehabilitate select existing infrastructure and/or construct a new treatment plant and/or surface water intake.

Currently, the preferred option is to establish regionalization with the East Range Water Board. This option would reduce the operating and maintenance costs associated with treating the

current water source and provide a finished water which meets the health advisory limits for manganese. Furthermore, this option provides flexibility for treatment of future emerging contaminants by a cost sharing option with multiple “partners” (Town of White and Aurora).

Alternatives

The City has considered the issue and is investigating the following alternatives:

- Do Nothing
- Regionalization with the East Range Water Board (Interconnection)
- Restoration of existing WTP – Existing water supply source
- Construction of new WTP (existing site) – Existing water supply source
- Restoration of existing WTP – New water supply source
- Construction of new WTP (new site) – New water supply source

1. Alternative 1 – Do Nothing

The city will eventually need to make the proposed improvements. Delaying the needed work will result in continuing to distribute water that exceeds the 0.100 mg/l health advisory limit for manganese and is not aesthetically pleasing due to color, taste, and odor. As the facility has components reaching the end of service life, it is anticipated additional mechanical and structural failures will occur providing unexpected/unplanned, high maintenance costs.

2. Alternative 2 – Regionalization with the East Range Water Board (Interconnection)

The Cities of Aurora and White Township comprise the East Range Water Board (ERWB) which was established to form a coalition of cities and communities that would receive finished water from a single source. This would remove the need for each community to own and operate their own water supply and treatment facility. The ERWB will be constructing and commissioning a new water treatment facility and supply intake from 2024-2026. The City of Hoyt Lakes will have an option to enter the coalition and furnish costs to expand the capacity of the ERWB’s planned WTP (modular design) to receive finished water.

Regionalization with the ERWB consists of establishing an interconnection between the cities of Hoyt Lakes and Aurora’s water distribution systems. Establishment of the interconnection will allow the City of Hoyt Lakes to source water from the ERWB and no longer utilize the existing water treatment and supply infrastructure.

The Interconnection will comprise of approximately 15,000 feet of watermain, a booster station and additional water treatment additives (as required) to supply treated (finished) water to the City of Hoyt Lakes from the City of Aurora. Finished water would be routed from the eastern edge of Aurora’s water distribution to new watermain routed along CSAH 110 and conveyed to the Hoyt Lakes elevated storage tank on the western edge of the city.

The cost of this alternative is approximately \$18,640,000.

3. Alternative 3 – Restoration of existing WTP – Existing water supply source

The existing WTP and surface water intake would undergo restorations and the city withdraw from the current water source (Colby Lake). Restoration work would require significant repairs to the existing water Intake and WTP building, supply and treatment components.

Surface Water Intake Structure

Significant repairs will be made to the existing intake building foundation, support walls and roof. The current interior fit and finish (i.e. trimming, paint, wall covers) will be removed and new interior finishes applied. The current water intake “well” and intake pipeline will be demolished, and a new caisson and intake pipeline installed to Colby Lake. The electrical, mechanical and pump infrastructure will be removed and replaced with new.

Water Treatment Plant

Repairs will be made to the existing WTP’s foundation, support walls and roof. The current interior fit and finish (i.e. trimming, paint, wall covers, windows) will be removed and new interior finishes applied. Adjustments to the WTP building layout would be completed to ensure chemical storage and feed systems are compliant with both industrial and regulatory guidelines. Furthermore, adjustments will be completed to expand the office space and incorporate a small laboratory for water quality monitoring. Select modifications to the building layout will impact the building structural support and require further structural analysis. Select chemical feed, treatment mechanical systems (e.g. rapid mixers, paddles) and pumps will be replaced.

The cost of this alternative is approximately \$13,300,000.

4. Alternative 4 – Construction of new WTP – Existing water supply source

The existing WTP would be decommissioned and a new WTP constructed at the existing site. The existing surface water intake would undergo restorations and the city withdraw from the current water source (Colby Lake). Restoration work would require significant repairs to the existing water Intake.

Surface Water Intake Structure

Significant repairs will be made to the existing intake building foundation, support walls and roof. The current interior fit and finish (i.e. trimming, paint, wall covers) will be removed and new interior finishes applied. The current water intake “well” and intake pipeline will be demolished, and a new caisson and intake pipeline installed to Colby Lake. The electrical, mechanical and pump infrastructure will be removed and replaced with new.

Water Treatment Plant

A new WTP would be constructed to treat water sourced from Colby Lake. A new building would be constructed to house a modern surface water treatment facility that uses rapid mix, flocculation, and filtration treatment components. Specifically, the treatment components would include rapid mixer(s), splitter boxes, flocculator and sedimentation basins, filters, a clearwell, a wet well and a backwash tank. New chemical feed systems for

Polyaluminum Chloride, coagulant(s), polymer(s), Potassium Permanganate, Chlorine, and Fluoride will be installed in their respective places to optimize treatment costs. New high service pumps and process pumps will be installed. The new facility would have separate chemical storage rooms to provide storage for incompatible chemicals (e.g. chlorine, fluoride, and PAC). New office and laboratory space, control/interface station(s), restrooms, permanent standby generator, and a garage would also be required.

The cost of this alternative is approximately \$19,600,000.

5. Alternative 5 – Restoration of existing WTP – New water supply source

The existing WTP would undergo restorations and the city withdraw from a new surface water source (Whitewater Lake). Restoration work would require significant repairs to the existing water WTP. A new surface water intake structure and raw water supply line would be constructed.

Surface Water Intake Structure and Raw Water Supply Line

A new surface water intake would be constructed to withdraw surface water from Whitewater Lake. Infrastructure would include a new building, caisson, intake structure, submersible pump(s), electrical, and mechanical pump control. Approximately 2 miles of new HDPE raw water pipeline would be constructed to move water from the intake to the existing WTP.

Water Treatment Plant

Repairs will be made to the existing WTP's foundation, support walls and roof. The current interior fit and finish (i.e. trimming, paint, wall covers, windows) will be removed and new interior finishes applied. Adjustments to the WTP building layout would be completed to ensure chemical storage and feed systems are compliant with both industrial and regulatory guidelines. Furthermore, adjustments will be completed to expand the office space and incorporate a small laboratory for water quality monitoring. Select modifications to the building layout will impact the building structural support and require further structural analysis. Select chemical feed, treatment mechanical systems (e.g. rapid mixers, paddles) and pumps will be replaced.

The cost of this alternative is approximately \$18,200,000.

6. Alternative 6 – Construction of new WTP – New water supply source

The existing WTP would be decommissioned and a new WTP constructed at a new site. The city would withdraw from a new surface water source (Whitewater Lake). A new surface water intake structure and raw water supply line would be constructed.

Surface Water Intake Structure and Raw Water Supply Line

A new surface water intake would be constructed to withdraw surface water from Whitewater Lake. Infrastructure would include a new building, caisson, intake structure, a submersible pump, electrical, and mechanical pump control. New HDPE raw water pipeline would be constructed to move water from the new intake to the new WTP.

Water Treatment Plant

A new WTP would be constructed to treat water sourced from Whitewater Lake. A new building would be constructed to house a modern surface water treatment facility that uses rapid mix, flocculation, and filtration treatment components. Specifically, the treatment components would include rapid mixer(s), splitter boxes, flocculator and sedimentation basins, filters, a clearwell, a wet well and a backwash tank. New chemical feed systems for Polyaluminum Chloride, coagulant(s), polymer(s), Potassium Permanganate, Chlorine, and Fluoride will be installed in their respective places to optimize treatment costs. New high service pumps and process pumps will be installed. The new facility would have separate chemical storage rooms to provide storage for incompatible chemicals (e.g. chlorine, fluoride, and PAC). New office and laboratory space, control/interface station(s), restrooms, permanent standby generator, and a garage would also be required.

The cost of this alternative is approximately \$25,560,000.

Alternative Selected

Based on cost comparison and City preferred operating methods, Alternative 2 is the selected alternative. Regionalization with the ERWB will provide cost saving from shared capital and operating expenses while providing a superior finished water quality that meets the health advisory limits for manganese.

Cost Summary

| Opinion of Cost – Water System Improvement Options | |
|--|---------------------|
| 1 Regionalization with the East Range Water Board (Interconnection) | |
| Construction Cost | \$19,000,000 |
| Engineering/Legal/Admin (20% of New Construction) | \$2,320,000 |
| Contingencies (20% of New Construction) | \$2,320,000 |
| Grant Share from Existing Facility of East Range Water Board | (\$5,000,000) |
| Total Estimated Project Cost | \$18,640,000 |
| 2 Restoration of existing WTP – Existing water supply source | |
| Construction Cost | \$9,500,000 |
| Engineering/Legal/Admin (20%) | \$1,900,000 |
| Contingencies (20%) | \$1,900,000 |
| Total Estimated Project Cost | \$13,300,000 |
| 3 Construction of new WTP – Existing water supply source | |
| Construction Cost | \$14,000,000 |
| Engineering/Legal/Admin (20%) | \$2,800,000 |
| Contingencies (20%) | \$2,800,000 |
| Total Estimated Project Cost | \$19,600,000 |

| | |
|--|---------------------|
| 4 Restoration of existing WTP – New water supply source | |
| Construction Cost | \$13,000,000 |
| Engineering/Legal/Admin (20%) | \$2,600,000 |
| Contingencies (20%) | \$2,600,000 |
| Total Estimated Project Cost | \$18,200,000 |
| 5 Construction of new WTP – New water supply source | |
| Construction Cost | \$18,000,000 |
| Engineering/Legal/Admin (20%) | \$3,960,000 |
| Contingencies (20%) | \$3,600,000 |
| Total Estimated Project Cost | \$25,560,000 |

Project Schedule

The city’s planning and implementation schedule for this project include these elements:

- | | | |
|----|---|---------------------------|
| 1. | Preliminary Engineering | June - October 2024 |
| 2. | Preparation of Plans and Specifications | October 2024 – March 2024 |
| 3. | Advertise for Bids | May 2025 |
| 4. | Bid and Award Construction Contract | June 2025 |
| 5. | Construction Period | June 2025 – July 2027 |

Water Supply Plan

In 1993, the State of Minnesota passed legislation that required every public water supplier serving more than 1,000 people to submit a Water Emergency and Conservation Plan. The City of Hoyt Lakes has a current water supply plan (2018) with planned revisions in 2028.

References

City of Hoyt Lakes & NTS (May 22, 2018), *City of Hoyt Lakes Water Supply Plan – Third Generation for 2016-2018*. City of Hoyt Lakes, Minnesota.

Folen, Dale A. (2001). *Manganese Removal Water Treatment Study*. Virginia MN: Short Elliot Hendrickson, Inc.

Minnesota Department of Health (2023), *2023 Source Water Assessment (draft)*. St. Paul MN

May 03, 2024

Submitted via email to peter.bradshaw@state.mn.us

MN Public Facilities Authority
Department of Employment & Economic Development
1st National bank Building
332 Minnesota St., Suite W820
St. Paul, MN 55101-1378

Attn: Peter Bradshaw

RE: Placement of the City of Hoyt Lakes on the Drinking Water Revolving Fund
2025 Intended Use Plan

Dear Peter Bradshaw:

Please consider this letter as the formal request from the City of Hoyt Lakes (Region 3c) to be placed on the 2025 Intended Use Plan for the Drinking Water Revolving Loan Fund. The proposed project in this request is the City of Hoyt Lakes - Water Supply & Treatment Improvements.

Project Description:

The proposed project consists of making critical and necessary improvements to the City's water supply intake and water treatment infrastructure that was constructed in the 1950's. The City of Hoyt Lake's water treatment plant (WTP) is a "conventional surface water treatment facility" with rapid mix, flocculation, and filtration. Various chemicals are used in the process including chlorine, ammonia, fluoride, permanganate and alum. Many of the individual components of the facility are near or past their useful life. Raw water is sourced from Colby Lake through a surface water intake structure located north of the WTP. The City's current water supply source is known to have a high treatment cost when compared to similar surface water treatment facilities in the region and often exceeds the health advisory level for manganese. With all this consider, The City is reviewing and pursuing the most cost-effective method for long term treatment and drinking water supply.

Bolton & Menk has been contracted (January 2024) to review the existing water supply and treatment infrastructure and provide cost estimates for viable, economical options to provide the City with finished (treated) water.

The following project options were identified:

- Regionalization with the East Range Water Board (Interconnection)
- Restoration of existing WTP – Existing water supply source
- Construction of new WTP (existing site) – Existing water supply source
- Restoration of existing WTP – New water supply source
- Construction of new WTP (new site) – New water supply source

Cost models were developed for all options (listed above) and used to guide selection of an option. The cost model took into consideration initial capital costs, long-term maintenance and operation, and life-cycle costs. Based on long-term and life cycle costs, the preferred option is regionalization with the East Range Water Board.

Regionalization with the East Range Water Board (Interconnection):

The Cities of Aurora and White Township comprise the East Range Water Board (ERWB) which was established to form a coalition of cities and communities that would receive finished water from a single source and remove the need for each community to own and operate their own water supply and treatment facilities. The ERWB will be constructing and commissioning a new water treatment facility and supply intake from 2024-2026. The City of Hoyt Lakes will have an option to enter the coalition and furnish costs to expand the water treatment facility’s planned capacity in order to received finished water. Establishment of the interconnection will allow the City of Hoyt Lakes to source water from the ERWB and no longer utilize the existing water treatment and supply infrastructure, which has reached the end of its service life.

Regionalization with the ERWB consists of establishing an interconnection between the cities of Hoyt Lakes and Aurora’s water distribution systems. The Interconnection will comprise of approximately 15,000 feet of watermain, a booster station and additional water treatment additives (as required) to supply treated (finished) water to the City of Hoyt Lakes from the City of Aurora. Finished water would be routed from the eastern edge of Aurora water distribution to new watermain along CSAH 110 and conveyed to the Hoyt Lakes Water Tower on the western edge of the city. In addition, the City of Hoyt Lakes will need to furnish the costs of expanding the planned water treatment facility.

Regionalization with the ERWB will provide cost saving from shared capital and operating expenses while providing a superior finished water quality that meets the health advisory limits for manganese.

Project Schedule:

The city’s planning and implementation schedule for this project includes these elements:

- | | |
|--|------------------------------|
| 1. Preliminary Engineering | June - October 2024 |
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| 3. Advertise for Bids | May 2025 |
| 4. Bid and Award Construction Contract | June 2025 |
| 5. Construction | Period June 2025 – July 2027 |

Project Cost Estimate:

The estimated project cost is \$18,640,000

| Opinion of Cost – Water System Improvement Options | |
|--|---------------------|
| 1 Regionalization with the East Range Water Board (Interconnection) | |
| Construction Cost | \$19,000,000 |
| Engineering/Legal/Admin (20% of New Construction) | \$2,320,000 |
| Contingencies (20% of New Construction) | \$2,320,000 |
| Grant Share from Existing Facility of East Range Water Board | (\$5,000,000) |
| Total Estimated Project Cost | \$18,640,000 |

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May 03, 2023
Page 3

Approximate Monthly Distribution Schedule

| Month/Year | Amount |
|-----------------------|-----------------|
| June 2025 – July 2027 | \$690,000/month |

We look forward to working with the Public Facilities Authority and Department of Health on this very important water project for the City of Hill City.

If you have any questions please contact our engineer, Brian Guldan, P.E., at Bolton & Menk, Inc. at 612-499-0533 or via email at brian.guldan@bolton-menk.com.

Thank you for your consideration of this request.

Sincerely,

Becky Lammi
City Administrator

cc: Becky Sabie, MN PFA
Jake Berndt, City of Hoyt Lakes
Brian Guldan, P.E., Bolton & Menk, Inc.
Jacob Crispo, P.E., Bolton & Menk, Inc.



Building a Better World
for All of Us®

April 3, 2024

RE: Ranger ATV – Bird Lake Trail
Hoyt Lakes, Minnesota
SEH No. RSATV 172688 14.00

Becky Lammi
City of Hoyt Lakes
206 Kennedy Memorial Drive
Hoyt Lakes, MN 55750

Dear Ms. Lammi:

Enclosed please find Application for Payment No. 1 for this project.

We have reviewed this application and it appears to be in order. When payment is made, sign all copies and distribute as follows:

Contractor
SEH - Virginia
City of Hoyt Lakes

If you have any questions, please feel free to call us.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Chopp".

Jason J. Chopp, PE
Project Manager
(Lic. MN, IN, OH)

hr

Enclosure

x:\pt\rsatv\172688\1-gen\14-corr\el - owner afp 1.docx

APPLICATION FOR PAYMENT NO. 1

PROJECT NO. RSATV 172688
 CITY NO.
 OWNER CITY OF HOYT LAKES, MN
 CONTRACTOR 2EZ, INC. DBA JOLA & SOPP

CONTRACT FOR: RANGER ATV - BIRD LAKE TRAIL

AGREEMENT DATE: 1/23/2024

FOR WORK ACCOMPLISHED THROUGH: 3/29/2024

| ITEM | DESCRIPTION | UNIT | UNIT COST | CONTRACT | | THIS PAYMENT | | WORK TO DATE | |
|-------------------------|---|----------|--------------|-----------|---------------------|--------------|---------------------|--------------|---------------------|
| | | | | QUANTITY | AMOUNT | QUANTITY | AMOUNT | QUANTITY | AMOUNT |
| 1 | MOBILIZATION | LUMP SUM | \$30,000.00 | 1.00 | \$30,000.00 | 0.50 | \$15,000.00 | 0.50 | \$15,000.00 |
| 2 | MAINT & RESTORATION OF HAUL ROADS | LUMP SUM | \$15,000.00 | 1.00 | \$15,000.00 | | \$0.00 | 0.00 | \$0.00 |
| 3 | CLEARING | ACRE | \$8,200.00 | 4.85 | \$39,770.00 | 4.85 | \$39,770.00 | 4.85 | \$39,770.00 |
| 4 | GRUBBING | ACRE | \$2,900.00 | 4.85 | \$14,065.00 | | \$0.00 | 0.00 | \$0.00 |
| 5 | REMOVE PIPE APRON | EACH | \$380.00 | 1.00 | \$380.00 | | \$0.00 | 0.00 | \$0.00 |
| 6 | STABILIZING AGGREGATE | CU YD | \$24.00 | 750.00 | \$18,000.00 | | \$0.00 | 0.00 | \$0.00 |
| 7 | EXCAVATION - COMMON | CU YD | \$16.00 | 100.00 | \$1,600.00 | | \$0.00 | 0.00 | \$0.00 |
| 8 | GEOTEXTILE FABRIC TYPE 5 | SQ YD | \$3.00 | 2,040.00 | \$6,120.00 | | \$0.00 | 0.00 | \$0.00 |
| 9 | SOIL STABILIZATION GEOGRID | SQ YD | \$5.50 | 2,040.00 | \$11,220.00 | | \$0.00 | 0.00 | \$0.00 |
| 10 | SUBGRADE PREPARATION | ROAD STA | \$220.00 | 7.50 | \$1,650.00 | | \$0.00 | 0.00 | \$0.00 |
| 11 | AGGREGATE SURFACING (LV), CLASS SPECIAL | CU YD | \$24.00 | 12,710.00 | \$305,040.00 | | \$0.00 | 0.00 | \$0.00 |
| 12 | 24" RC PIPE APRON | EACH | \$1,500.00 | 1.00 | \$1,500.00 | | \$0.00 | 0.00 | \$0.00 |
| 13 | 12" CP PIPE CULVERT | LIN FT | \$42.00 | 208.00 | \$8,736.00 | | \$0.00 | 0.00 | \$0.00 |
| 14 | 18" CP PIPE CULVERT | LIN FT | \$50.00 | 44.00 | \$2,200.00 | | \$0.00 | 0.00 | \$0.00 |
| 15 | 24" RC PIPE CULVERT CLASS III | LIN FT | \$100.00 | 8.00 | \$800.00 | | \$0.00 | 0.00 | \$0.00 |
| 16 | CONNECT TO EXISTING STORM SEWER | EACH | \$280.00 | 1.00 | \$280.00 | | \$0.00 | 0.00 | \$0.00 |
| 17 | RANDOM RIPRAP CLASS II | CU YD | \$46.00 | 72.00 | \$3,312.00 | | \$0.00 | 0.00 | \$0.00 |
| 18 | VEHICULAR GATE - SPECIAL | EACH | \$9,700.00 | 7.00 | \$67,900.00 | | \$0.00 | 0.00 | \$0.00 |
| 19 | TRAFFIC CONTROL | LUMP SUM | \$1,700.00 | 1.00 | \$1,700.00 | 0.50 | \$850.00 | 0.50 | \$850.00 |
| 20 | SIGN PANELS TYPE C | SQ FT | \$144.00 | 47.00 | \$6,768.00 | | \$0.00 | 0.00 | \$0.00 |
| 21 | SEDIMENT CONTROL LOG TYPE STRAW | LIN FT | \$3.00 | 37,020.00 | \$111,060.00 | | \$0.00 | 0.00 | \$0.00 |
| 22 | STABILIZED CONSTRUCTION EXIT | EACH | \$1,800.00 | 1.00 | \$1,800.00 | | \$0.00 | 0.00 | \$0.00 |
| 23 | ROLLED EROSION PREVENTION CATEGORY 20 | SQ YD | \$3.00 | 740.00 | \$2,220.00 | | \$0.00 | 0.00 | \$0.00 |
| 24 | SEEDING | ACRE | \$3,200.00 | 1.40 | \$4,480.00 | | \$0.00 | 0.00 | \$0.00 |
| TOTAL ITEMS BID | | | | | \$655,601.00 | | \$55,620.00 | | \$55,620.00 |
| STORED MATERIALS | | | | | | | | | |
| | MATERIALS ON HAND | LUMP SUM | \$123,843.53 | 1.00 | \$123,843.53 | 1.00 | \$123,843.53 | 1.00 | \$123,843.53 |
| SUMMARY | | | | | \$655,601.00 | | \$55,620.00 | | \$55,620.00 |
| TOTAL ITEMS BID | | | | | \$655,601.00 | | \$179,463.53 | | \$179,463.53 |
| TOTAL | | | | | \$655,601.00 | | \$179,463.53 | | \$179,463.53 |

The undersigned Contractor certifies that all previous payments received from the Owner for work done under this contract have been applied to discharge in full all obligations the Contractor incurred in connection with the work covered by said progress payments. The undersigned Contractor agrees to pay all subcontractors within 10 days of receipt of payment from the municipality for undisputed services provided by the subcontractor. The Contractor agrees to pay interest as described under Minnesota state statute. In accordance with Minnesota Uniform Transaction Act, an electronic signature on this document is binding and afforded the same effect as if the document was signed by hand.

Gross Amount Due \$179,463.53
 Less Retainage (5%) \$8,973.18
 Amount Eligible to Date \$170,490.35
 Less Previous Payments \$0.00
Amount Due This Application \$170,490.35

SUBMITTED 2EZ, INC. DBA JOLA & SOPP
 PO BOX 566
 EVELETH, MN 55734

BY: _____

DATE: _____

RECOMMENDED SEH
 615 9TH STREET N
 VIRGINIA, MN 55792

BY: _____

DATE: _____

APPROVED CITY OF HOYT LAKES
 206 KENNEDY MEMORIAL DRIVE
 HOYT LAKES, MN 55750

BY: _____

DATE: _____

APPLICATION FOR PAYMENT NO. 1

PROJECT NO. RSATV 172688
 CITY NO.
 OWNER CITY OF HOYT LAKES, MN
 CONTRACTOR 2EZ, INC. DBA JOLA & SOPP

CONTRACT FOR: RANGER ATV - BIRD LAKE TRAIL

AGREEMENT DATE: 1/23/2024

FOR WORK ACCOMPLISHED THROUGH: 3/29/2024

| ITEM | DESCRIPTION | UNIT | UNIT COST | CONTRACT | | THIS PAYMENT | | WORK TO DATE | |
|-------------------------|---|----------|--------------|-----------|--------------|--------------|--------------|--------------|--------------|
| | | | | QUANTITY | AMOUNT | QUANTITY | AMOUNT | QUANTITY | AMOUNT |
| 1 | MOBILIZATION | LUMP SUM | \$30,000.00 | 1.00 | \$30,000.00 | 0.50 | \$15,000.00 | 0.50 | \$15,000.00 |
| 2 | MAINT & RESTORATION OF HAUL ROADS | LUMP SUM | \$15,000.00 | 1.00 | \$15,000.00 | | \$0.00 | 0.00 | \$0.00 |
| 3 | CLEARING | ACRE | \$8,200.00 | 4.85 | \$39,770.00 | 4.85 | \$39,770.00 | 4.85 | \$39,770.00 |
| 4 | GRUBBING | ACRE | \$2,900.00 | 4.85 | \$14,065.00 | | \$0.00 | 0.00 | \$0.00 |
| 5 | REMOVE PIPE APRON | EACH | \$380.00 | 1.00 | \$380.00 | | \$0.00 | 0.00 | \$0.00 |
| 6 | STABILIZING AGGREGATE | CU YD | \$24.00 | 750.00 | \$18,000.00 | | \$0.00 | 0.00 | \$0.00 |
| 7 | EXCAVATION - COMMON | CU YD | \$16.00 | 100.00 | \$1,600.00 | | \$0.00 | 0.00 | \$0.00 |
| 8 | GEOTEXTILE FABRIC TYPE 5 | SQ YD | \$3.00 | 2,040.00 | \$6,120.00 | | \$0.00 | 0.00 | \$0.00 |
| 9 | SOIL STABILIZATION GEOGRID | SQ YD | \$5.50 | 2,040.00 | \$11,220.00 | | \$0.00 | 0.00 | \$0.00 |
| 10 | SUBGRADE PREPARATION | ROAD STA | \$220.00 | 7.50 | \$1,650.00 | | \$0.00 | 0.00 | \$0.00 |
| 11 | AGGREGATE SURFACING (LV), CLASS SPECIAL | CU YD | \$24.00 | 12,710.00 | \$305,040.00 | | \$0.00 | 0.00 | \$0.00 |
| 12 | 24" RC PIPE APRON | EACH | \$1,500.00 | 1.00 | \$1,500.00 | | \$0.00 | 0.00 | \$0.00 |
| 13 | 12" CP PIPE CULVERT | LIN FT | \$42.00 | 208.00 | \$8,736.00 | | \$0.00 | 0.00 | \$0.00 |
| 14 | 18" CP PIPE CULVERT | LIN FT | \$50.00 | 44.00 | \$2,200.00 | | \$0.00 | 0.00 | \$0.00 |
| 15 | 24" RC PIPE CULVERT CLASS III | LIN FT | \$100.00 | 8.00 | \$800.00 | | \$0.00 | 0.00 | \$0.00 |
| 16 | CONNECT TO EXISTING STORM SEWER | EACH | \$280.00 | 1.00 | \$280.00 | | \$0.00 | 0.00 | \$0.00 |
| 17 | RANDOM RIPRAP CLASS II | CU YD | \$46.00 | 72.00 | \$3,312.00 | | \$0.00 | 0.00 | \$0.00 |
| 18 | VEHICULAR GATE - SPECIAL | EACH | \$9,700.00 | 7.00 | \$67,900.00 | | \$0.00 | 0.00 | \$0.00 |
| 19 | TRAFFIC CONTROL | LUMP SUM | \$1,700.00 | 1.00 | \$1,700.00 | 0.50 | \$850.00 | 0.50 | \$850.00 |
| 20 | SIGN PANELS TYPE C | SQ FT | \$144.00 | 47.00 | \$6,768.00 | | \$0.00 | 0.00 | \$0.00 |
| 21 | SEDIMENT CONTROL LOG TYPE STRAW | LIN FT | \$3.00 | 37,020.00 | \$111,060.00 | | \$0.00 | 0.00 | \$0.00 |
| 22 | STABILIZED CONSTRUCTION EXIT | EACH | \$1,800.00 | 1.00 | \$1,800.00 | | \$0.00 | 0.00 | \$0.00 |
| 23 | ROLLED EROSION PREVENTION CATEGORY 20 | SQ YD | \$3.00 | 740.00 | \$2,220.00 | | \$0.00 | 0.00 | \$0.00 |
| 24 | SEEDING | ACRE | \$3,200.00 | 1.40 | \$4,480.00 | | \$0.00 | 0.00 | \$0.00 |
| TOTAL ITEMS BID | | | | | \$655,601.00 | | \$55,620.00 | | \$55,620.00 |
| STORED MATERIALS | | | | | | | | | |
| | MATERIALS ON HAND | LUMP SUM | \$123,843.53 | 1.00 | \$123,843.53 | 1.00 | \$123,843.53 | 1.00 | \$123,843.53 |
| SUMMARY | | | | | | | | | |
| TOTAL ITEMS BID | | | | | \$655,601.00 | | \$55,620.00 | | \$55,620.00 |
| TOTAL | | | | | \$655,601.00 | | \$179,463.53 | | \$179,463.53 |

The undersigned Contractor certifies that all previous payments received from the Owner for work done under this contract have been applied to discharge in full all obligations the Contractor incurred in connection with the work covered by said progress payments. The undersigned Contractor agrees to pay all subcontractors within 10 days of receipt of payment from the municipality for undisputed services provided by the subcontractor. The Contractor agrees to pay interest as described under Minnesota state statute. In accordance with Minnesota Uniform Transaction Act, an electronic signature on this document is binding and afforded the same effect as if the document was signed by hand.

Gross Amount Due \$179,463.53
 Less Retainage (5%) \$8,973.18
 Amount Eligible to Date \$170,490.35
 Less Previous Payments \$0.00
Amount Due This Application \$170,490.35

SUBMITTED 2EZ, INC. DBA JOLA & SOPP
 PO BOX 566
 EVELETH, MN 55734

BY: 

DATE: 4/3/2024

RECOMMENDED SEH
 615 9TH STREET N
 VIRGINIA, MN 55792

BY: 

DATE: 4/3/2024

APPROVED CITY OF HOYT LAKES
 206 KENNEDY MEMORIAL DRIVE
 HOYT LAKES, MN 55750

BY: _____

DATE: _____

11.4



Invoice

Invoice Number: 464112

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055



| |
|---|
| BILL TO: |
| Attn: Accounts Payable Ranger Snowmobile & ATV Club PO Box 432 Hoyt Lakes MN 55750 |
| REMIT PAYMENT TO: |
| Short Elliott Hendrickson, Inc. PO Box 64780 Saint Paul, MN 55164-0780 |

| | |
|---------------------------|--|
| Pay This Amount | \$10,292.86 |
| Due Date | 05-MAY-24 |
| Invoice Date | 05-APR-24 |
| Bill Through Date | 31-MAR-24 |
| Terms | 30 NET |
| SEH Customer Acct # | 74117 |
| Customer Project # | |
| Agreement / PO # | 172688 |
| Project Manager | Jason Chopp jchopp@sehinc.com 218.741.4284 |
| Client Service Manager | Jason Chopp jchopp@sehinc.com 218.741.4284 |
| Accounting Representative | Sandy Austin saustin@sehinc.com 218.279.3000 |

| Project # | Project Name | Project Description |
|-----------|---------------------------|---------------------|
| 172688 | RSATV Bird Lake ATV Trail | Bird Lake ATV Trail |

Notes:

CC:

blammi@hoytlakes.com
blackhawk@lakeconnections.net

Task: 2.0 - Const Admin

Fee

| Description | Amount |
|---|-------------------|
| (44% of \$18,000.00) less previously billed of \$5,940.00 | \$1,980.00 |
| | \$1,980.00 |

Task: 2.0 Total: \$1,980.00

Task: 3.0 - RPR / Staking

Direct

| Personnel | Hours | Rate | Amount |
|-----------------|-------|--------|----------|
| Feldt, Mark E | 1.00 | 122.72 | \$122.72 |
| Feldt, Mark E | 8.00 | 122.72 | \$981.79 |
| Kalisch, Austin | 5.25 | 123.45 | \$648.11 |



Invoice

Invoice Number: **464112**

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Task: 3.0 - RPR / Staking

| Personnel | Hours | Rate | Amount |
|-------------------------|--------------|--------|-------------------|
| Kalisch, Austin | 3.25 | 123.45 | \$401.22 |
| Kalisch, Austin | 1.00 | 123.48 | \$123.48 |
| Kalisch, Austin | 0.75 | 123.44 | \$92.58 |
| Moors, Nathan B | 28.50 | 56.70 | \$1,615.95 |
| Seeley, Timothy R (Tim) | 0.50 | 134.00 | \$67.00 |
| Seeley, Timothy R (Tim) | 18.00 | 133.97 | \$2,411.46 |
| | 66.25 | | \$6,464.31 |

Reimbursed - Expenses

| Expenditure Type | Amount |
|---|-------------------|
| Mileage | \$456.27 |
| Equip - Vehicles - ATV (Day) | \$600.00 |
| Field Supplies | \$113.98 |
| Equip - Survey and GPS - GPS - Srv Grade (Hr) | \$595.00 |
| Equip - Vehicles - Survey Vehicle (Hr) | \$83.30 |
| | \$1,848.55 |

Task: 3.0 Total: \$8,312.86

Invoice total \$10,292.86



April 10, 2024
Becky Lammi, City Clerk
Mayor and City Council
206 Kennedy Drive
Hoyt Lakes, MN 55750

The Garden Club is again getting ready for the spring planting of the flower beds around town and are again asking for the City to help pay for the flowers and supplies as you did in the past.

We are asking at least \$1,500.00 as you did before, but the flowers have gone up in price, so if you could give us more that would be appreciated.

Our flowers last year cost us \$3363.99 and the supplies \$268.24.

Enclosed are the invoices from Brandt's and Mesabi East Environmental Center and the flowers that individual bought that we reimbursed were \$770.57.

We will not be able to keep the gardens up without help from the City and the Chamber of Commerce.

Please make out the check to the Hoyt Lakes Garden Club.

Thank you.

Ruth Armstrong, Secretary/Treasurer
111 Wyandotte Rd
Hoyt Lakes, MN 55750

Dennis Doyea, President

Jim Westbrook, Vice President

Individual purchased - Reimbursed # 770.57

2023

0015603

| CUSTOMER ORDER NO. | | DEPARTMENT | | DATE | |
|------------------------|------------------------------|---------------------------------------|---------|------------------|--|
| NAME | | ADDRESS | | CITY, STATE, ZIP | |
| Hoyt Lakes Garden Club | | 9149 Hwy 135 N. TOWER, MINN. 55790 | | | |
| QUANTITY | DESCRIPTION | PRICE | AMOUNT | | |
| 1 | 0125952 Corn Bldg. | 191.25 | | | |
| 2 | 0125953 Cemetery | 41.75 | | | |
| 3 | 0125954 Cemetery | 42.25 | | | |
| 4 | 0125955 Fishermen's Pt sign | 152.00 | | | |
| 5 | 0125956 Golf Course | 377.00 | | | |
| 6 | 0125957 Park Garden | 104.00 | | | |
| 7 | 0125958 Park Shelter | 22.75 | | | |
| 8 | 0125959 Sr. Center/City Hall | 156.00 | | | |
| 9 | 0125960 E.R. Auto. | 22.75 | | | |
| 10 | 0125961 Mem. Gardens | 275.75 | | | |
| 11 | 0125962 East sign | 157.50 | | | |
| 12 | BRANDTS GREENHOUSE | | | | |
| 13 | 9149 Hwy 135 N. | | | | |
| 14 | TOWER, MINN. 55790 | | | | |
| 15 | | | | | |
| 16 | | | | | |
| 17 | | | | | |
| 18 | | | | | |
| 19 | | | | | |
| 20 | | | | | |
| RECEIVED BY | | TAX | TOTAL | | |
| | | | 1550.00 | | |

KEEP THIS SLIP FOR REFERENCE

THANK YOU
for Supporting ME3C!
218-229-5318

#002525 06/03/2023 10:28:05AM
000000
01 CLERK01
1 @ 274.88
PLANTERS
1 @ 146.03
PLANTERS
1 @ 12.89
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MOSE ST
TAX1

ITEMS 80
CASH \$ 1043.42
Hesabi East
Environmental
Education Center

Supplemental Information
Regular City of Hoyt Lakes Council Meeting
04/22/2024

11.6 Resolution 2024-005 to apply to the Department of Resources and Rehabilitation Regional Trails Program.

Midway Area Trails:

| Trail | Cost |
|---|-------------|
| Midway Area Bike Trail | \$20,800.00 |
| Beach Bike Trail | \$31,800.00 |
| Trailhead Parking Lot (near Youth Center) | \$22,600.00 |
| Total: | \$75,200.00 |

Funding:

| Item | Amount |
|--------------------------------|---------------|
| Previously approved by council | \$5,000.00 |
| Chamber Donation | \$26,000.00 |
| DIRRR Grant Application | \$37,600.00 |
| Total: | \$68,600.00 |
| Over Budget: | \$6,600.00 |

There are savings to other areas of the Midway paving (tennis/pickleball/skate park) which more than makes up the \$6600 deficit for the trails.

Potential motion:

Moved by ____ supported by ____ to approve Resolution 2024-005 to apply to the Department of Resources and Rehabilitation Regional Trails Program.

**City of Hoyt Lakes
Resolution 2024-005**

A Resolution Authorizing the City Administrator to File an Application with the Department of Iron Range Resources and Rehabilitation for the trails within the Midway Renovation Area.

WHEREAS, the City of Hoyt Lakes approves of the application to the DIRRR Regional Trails Program;

WHEREAS, the City of Hoyt Lakes agrees to accept funding for the project if approved by the DIRRR;

WHEREAS, the City of Hoyt Lakes intends to complete a project paved trails and trailhead parking lot removal, dirt work, and repaving;

NOW, THEREFORE BE IT RESOLVED, the City Administrator through actions of the Mayor and City Council, is hereby authorized to execute and file an application on behalf of the City of Hoyt Lakes, with the Department of Iron Range Resources and Rehabilitation for the project described above.

Moved by Councilor XXX and seconded by Councilor XXX that the foregoing resolution be adopted.

Voting Aye:

Voting No:

Adopted this 22nd day of April 2024.

David Zins
Mayor

ATTEST: _____
Becky Lammi
City Administrator

Supplemental Information
Regular City of Hoyt Lakes Council Meeting
04/22/2024

11.7 Resolution 2024-006 to apply to the Health Resources and Services Administration Rural Communities Opioid Response Program.

The approximate cost of a cot is \$33,500.00 and the grant application will be for the full amount.

Potential motion:

Moved by _____ supported by _____ to approve Resolution 2024-006 to apply to the Health Resources and Services Administration Rural Communities Opioid Response Program.

**City of Hoyt Lakes
Resolution 2024-006**

A Resolution Authorizing the City Administrator to File an Application with the Health Resources and Services Administration Rural Communities Opioid Response Program.

WHEREAS, the City of Hoyt Lakes approves of the application to the Health Resources and Services Administration Rural Communities Opioid Response Program;

WHEREAS, the City of Hoyt Lakes agrees to accept funding for the project if approved by the HRSA;

WHEREAS, the City of Hoyt Lakes intends to purchase a new cot for an ambulance;

NOW, THEREFORE BE IT RESOLVED, the City Administrator through actions of the Mayor and City Council, is hereby authorized to execute and file an application on behalf of the City of Hoyt Lakes, with the Health Resources and Services Administration for the project described above.

Moved by Councilor XXX and seconded by Councilor XXX that the foregoing resolution be adopted.

Voting Aye:

Voting No:

Adopted this 22nd day of April 2024.

David Zins
Mayor

ATTEST: _____
Becky Lammi
City Administrator

Supplemental Information
Regular City of Hoyt Lakes Council Meeting
04/22/2024

11.8 Mosquito Control Contract with D&B Environmental Services.

The contract for 2023 was \$10,800 plus \$2,735.74 for chemicals.

The increase requested for the 2024 contract is \$550.00.

Potential motion:

Moved by _____ supported by _____ to approve the mosquito control contract with D&B Environmental Services.

D&B ENVIRONMENTAL SERVICES

📍 106 Deerwood Dr., Gilbert MN 55741

☎ 218-750-3658

CONTRACT FOR MOSQUITO MANAGEMENT SERVICES

THIS AGREEMENT is made and entered into this 10th day of April 2024, by and between **City of Hoyt Lakes, MN** (hereinafter referred to as "Contractor") and **D&B Environmental Services, LLC** (hereinafter referred to as "Provider").

WHEREAS, Contractor is in need of certain pest control services on the terms and conditions as set forth herein; and

WHEREAS, Provider is qualified to perform, such services and has all necessary licenses required to perform such services in accordance with the terms of this Agreement; and

WHEREAS, the parties intend for the term of this Agreement to run from April 2024 ("Commencement Date") through September 2024.

IN CONSIDERATION of the mutual covenants hereinafter contained, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Provider agrees to provide Contractor with the pest control services as more fully described on the attached Exhibit A in exchange for the fees set forth on Exhibit A. Provider's services shall be limited to those identified on the attached Exhibit A. To the extent any additional services are required other than those specifically stated on Exhibit A, Provider's fees for such extra services shall be as mutually agreed upon in advance between Contractor and Provider if not stated on the attached Exhibit A.
2. The manner by which Provider shall conduct the activities and duties of the services contemplated hereunder, if appropriate, shall be under the sole discretion of Provider. Provider shall provide with a schedule of the dates and times of the services to be provided by Provider. Provider shall comply with such dates and times to the best of its abilities. Additional service will be provided contractor or schedule of service modified if mutually agreed. Provider agrees that all work be performed in a timely fashion and to the reasonable satisfaction of the Contractor. Provider shall comply with all reasonable requests, restrictions or requirements of the Contractor under this Agreement as given to Provider prior to the inception of services and except as may be modified from time to time in writing by both parties. Provider shall comply with federal, state and local laws in connection with providing its services hereunder.

3. Provider agrees to INDEMNIFY and hold Contractor harmless from any and all claims, liabilities, demands, actions, causes of actions, losses, damages, injuries, expenses and fees, arising from or growing out of the performance of the services to be provided hereunder by Provider, excepting from such indemnification any claims, liabilities and damages that may be caused in whole or in part by the Contractor. It is understood that the Contractor is relying upon Provider's expertise in this area for the services listed on Exhibit A attached hereto, and shall conduct itself at all times in a safe and reasonable manner.
4. Provider will carry at its cost expense public liability and property damage insurance to protect the parties hereto with respect to liability to third parties or the Contractor resulting from the services provided hereunder. Such policies of insurance shall provide for a minimum of \$2,000,000 for injury or death of one person and total liability of \$2,000,000 or anyone incident, with a minimum coverage of \$100,000 for damage to property. For a separate payment, in addition to contract amount paid by Contractor, Provider shall provide Contractor with a certificate of Insurance naming Contractor as an additional insured. Provider shall provide proof of insurance to Contractor at any time during the terms of this Agreement. Such insurer shall be required to provide Contractor with ten (10) days notice in advance of any proposed cancellation. Such insurance shall be provided as part of the cost of this contract.
5. Provider shall bill Contractor in accordance with the terms stated on the attached Exhibit A. To the extent requested by Contractor, Provider shall also submit to Contractor reasonable documentation of the services provided. Contractor agrees to pay for the services rendered by Provider as stated in the billing to Contractor within 30 days of receipt. In the event Provider is required to commence any legal action to collect any sum due under this Agreement, it shall also be entitled to collect all reasonable attorney's fees and costs associated with such efforts.
6. This contract runs for terms as provided above but may be canceled by either party for breach of the other party's obligation after ten (10) days prior written notice to the other party. Contractor shall remain obligated to pay for all services previously provided by Provider to Contractor pursuant to this Agreement, unless the termination is for Provider's failure to deliver services in accordance with the terms of this Agreement and the schedule attached hereto. Notwithstanding the foregoing, however, if Provider has guaranteed service and compensation arrangement, Contractor shall be obligated for the full contract price if termination occurs without cause.
7. Provider is not an agent, employee nor representative of Contractor. The parties intend that the relationship between them created by this Agreement

is that of an independent contractor. Contractor is interested only in the results obtained under this Agreement by Provider. Unless otherwise stated herein, Provider is free to set its own hours and will furnish its own tools, equipment, supplies and labor necessary to complete its obligations hereunder. No benefits are given to Provider by Contractor. Contractor does not provide worker's compensation insurance or unemployment insurance, health or any other welfare benefit for Provider or any agents, employees or representatives of Provider. All responsibilities accruing from the relationship between Provider and its agents and employees are solely the responsibility of Provider. Provider shall pay all necessary federal, state and social security taxes, state unemployment compensation insurance, worker's compensation insurance and any other obligations as required by law, and all other expenses incurred in the operation of its business.

8. In the performance of the work contemplated herein, Provider is an independent contractor with the authority to control and direct the performance of the details of the work. Contractor being interested only in the results obtained. The work contemplated herein, must however, meet approval of Contractor and shall be subject to Contractor's general right of inspection to secure the satisfactory completion thereof.
9. Neither this agreement nor any interest herein, or claim hereunder, shall be assigned or transferred by Provider to any party or parties.
10. The parties agree that the validity, enforceable, construction and interpretation of this Agreement will be governed by the internal laws, and not the laws of conflict, of the State of Minnesota.
11. The area to be serviced by Provider shall be limited to the area as specifically identified in previous contract.

IN WITNESS WHEREOF, the parties hereto have this instrument to be executed as of the day and year first above written.

Provider: D&B Environmental Services, LLC

Contractor: City of Hoyt Lakes, Mn.

By: ALBERT M. LOGRONO
General Manager/Provider

By: _____

EXHIBIT A

Goal of Service: To increase usage and enjoyment of outdoor facilities by reducing annoyance from mosquitoes and other biting insects. D&B Environmental Services, Inc. (D&BES) will accomplish this goal in an effective and environmentally sound manner and will help the city of Hoyt Lakes, Mn. To improve wildlife habitats at these and other locations.

Estimated Labor Budget: \$8,250.00 depending on the weather conditions, which amounts to 13-15 applications at \$550.00/application Golf Course/Campground and Water Carnival. D&B Environmental Services, LLC will receive \$4,000.00 as partial payment for the said contract.

For Blackfly Collection/Treatment **\$3,300.00**

Equipment and Materials: D&BES will provide use of their sprayer for Hoyt Lakes and Hoyt Lakes will provide control materials for use with this equipment. All control material required for this contract will be provided, purchased, paid for and stored by city of Hoyt Lakes, MN. This is a labor only contract.

Payment Policy: \$4,000.00 dollars is due and payable within 30 days after signing of this contract for Mosquito control is desired. Payments for treatments is due within 30 days after each billing date. After down payment of **\$4,000.00** is received, no additional payment will be required until after the seasonal work is performed.

Services Provided by D&BES:

Part 1: *Integrated approach:* All of the following components are necessary to achieve the goal desired as outline above.

Part 2: *Mosquito management:* D&BES will provide management of mosquitoes at the golf course, the ball fields, the tennis courts, specified hiking trails and any other areas identified by the city. Individual homeowner treatments will be available on a requested basis.

Part 3: *Surveillance:* Surveillance of larval and adult mosquito and Black Fly populations will be used to determine treatment decisions. Observations will be taken within and outside the area where control is desired. Five to ten observation points (a total of 10-20 collection sites) collected weekly inside and outside the control area are necessary to provide information that can be compared.

Applications for mosquito management will be made primarily during the morning and evening hours when needed as determined by monitoring activities. Black Fly larval management will occur during daylight.

Supplemental Information
Regular City of Hoyt Lakes Council Meeting
04/22/2024

11.9 Recommendation to hire Fire Department Secretary.

The City received one qualified applicant for Fire Department Secretary. Chief House recommends hiring Cody Hanson for the casual part-time position of Fire Department Secretary.

Potential motion:

Moved by _____ supported by _____ to approve hiring Cody Hanson for the casual part-time position of Fire Department Secretary.

Supplemental Information
Regular City of Hoyt Lakes Council Meeting
04/22/2024

11.10 Recommendation to hire Fire Department Captain.

The City received one qualified applicant for Fire Department Secretary. Chief House recommends hiring Dan Dudley for the casual part-time position of Fire Department Captain.

Potential motion:

Moved by _____ supported by _____ to approve hiring Dan Dudley for the casual part-time position of Fire Department Captain.