

**Minutes of Regular Council Meeting
Monday, June 26, 2017
City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in regular session on Monday, June 26, 2017 at 6:30 p.m. Those present: Mayor Mark Skelton, Councilors: David Zins, Chris Vreeland, Brian Ceglar, Roald Chip Holter. City staff also present: Michael Patchin, Floyd Nelson.
2. Councilor Zins moved, supported by Councilor Ceglar, to approve the following items from the consent agenda:

Item 3 Approval of City Council meeting minutes of May 16 and 22, 2017.

Item 7 Filing of correspondence:
Minnesota State Demographic Center – 2016 population estimate;
League of Minnesota Cities – letter dated May 19, 2017 with no increase in dues;
Lake Connections – letter dated June 12, 2017 notification of intent to sell;
Hoyt Lakes Fire/Relief Department – meeting minutes of June 7, 2017;
RAMS – meeting minutes of April 27, 2017;
City of Hoyt Lakes Safety Committee – meeting minutes of June 6, 2017;
East Range Public Safety Board – meeting minutes of May 8, 2017;
Animal Control Officer – May report;
East Range Joint Powers Board – minutes of Administrator/Clerk meeting June 1, 2017;
Tri City Ambulance Advisory Board – meeting minutes of June 8, 2017.

Item 9B To approve the request of John & Sheree Sweeney, dba North Star Lanes, dated May 17, 2017 to transfer their liquor license to the Arena for an event on July 1, 2017.

Item 10 Approval of the following receipts, claims and payroll:
Receipts: \$199,073.84
Claims: \$484,469.72
Payroll Earnings: \$134,489.15
Payroll Employer Costs: \$18,064.35
Payroll Total: \$152,553.50
Total Claims & Payroll: \$637,023.22
Motion carried unanimously.

3. Guests and Citizens Forum:
Lance Fondie, Ranger Snowmobile Club, requested the City rent a bulldozer from Northern Engine for an approximate two-month period and provide certificate of insurance, with the Club covering full expenses; the organization is having difficulty in providing the necessary certificate of insurance on their own and according to the City's insurance agent, the City would have to rent it and give the Club authorization to use in order to provide the insurance information.

Councilor Vreeland moved, supported by Councilor Holter, to approve a rental agreement, pending review by the City Attorney, between the City of Hoyt Lakes and Northern Engine for a 2001 John Deere Dozer, Serial number 897302, to authorize use of the dozer by the Ranger Snowmobile Club, with the Club paying all rental fees, and for the City to provide the necessary certificate of insurance. MOTION CARRIED.

Robert Bartholomew, President, Minnesota Iron Ranger Hockey Board, addressed the City Council stating some financial difficulties and asked the Council to consider the rate per game remain the same as last year at \$300/game.

Councilor Ceglar moved, supported by Councilor Zins, to approve the Hoyt Lakes Ice Arena Contract between the City of Hoyt Lakes and the Minnesota Iron Rangers for the 2017-2018 hockey season with a rental sum of \$300 per game. MOTION CARRIED.

4. Department Reports:
Public Works Director Nelson reported the near completion of the street project on Dorchester Drive and Brandon Road, with landscaping work to be completed within a few weeks. City Clerk Burich reported City offices will be closed Tuesday, July 4, 2017.
5. Council Reports:
Councilor Ceglar discussed renewal of the Hoyt Lakes Arena Concession Agreement with Mesabi East Youth Hockey; he will work with the group and bring the formal agreement to the next regular meeting on July 24, 2017.

Councilor Vreeland informed residents of the flag ceremony to be held during Water Carnival on July 22, 2017 at 11:30 am at the Emergency Services Building; the VFW and Legion Color Guards will be present for the official first time raising of this new flag donated by the Kopp family. Councilor Vreeland also addressed concerns with blight, including long grass and reported on his attendance, along with Mayor Skelton and Floyd Nelson, at RAMS for a panel discussion on the state's wild rice water quality standard and an update on the implementation of new mercury standards.

Councilor Zins reported for the month of May 2017 the Fire/Ambulance Department had 66 ambulance calls and five fire calls. Councilor Zins also discussed ongoing meetings with the Minnesota Public Safety Group and the Tri-City Ambulance with regard to the transitioning to advanced life support and the possible hiring of a full-time director, stating the City of Hoyt Lakes is the holder of the ambulance license and the Town of White and Aurora will continue serving as a valued advisory group, while researching governance options in the future.

Councilor Holter discussed a Cemetery Committee meeting held on Wednesday, June 21, 2017 which included: a generous monetary contribution to the City received from Paul Forlan for a memorial bench and flower pots for the columbarium area; Public Works to trench out a spot in Block 9 for drainage; additional columbarium at the cemetery, which will be discussed during budget meetings this summer.

Mayor Skelton reported a retirement pending with the East Range Joint Powers Board, complimented the Hoyt Lakes Chamber of Commerce for their working on theming the community, discussed his attendance with U. S. Representatives touring northeastern Minnesota mining sites to gain support to overturn a mining moratorium near the Boundary Waters and praised the efforts of the RAMS organization.

Mayor Skelton moved, supported by Councilor Zins, directing the City Clerk Burich send a thank you letter to the U.S. Representatives in attendance touring northeastern Minnesota mining sites with Mayor Skelton for signature by the entire City Council. MOTION CARRIED.

6. Councilor Zins moved, supported by Councilor Vreeland, to schedule a special City Council meeting on Thursday, July 6, 2017 at 6:00 pm at the Emergency Services Building for the purpose of meeting jointly with the City of Aurora as per the East Range Public Safety Board Joint Agreement. MOTION CARRIED.
7. Councilor Zins moved, supported by Councilor Holter, to table the request of Christopher Welter, Archivist-Minnesota Discovery Center, for the transfer of municipal records for "Old Mesaba" currently on file at City Hall. MOTION CARRIED.
8. Ann Vreeland, Secretary-Treasurer for the Hoyt Lakes Fire Department discussed a change to the Bylaws of the Hoyt Lakes Fire Department Relief Association, Article II, Membership, Section 4 with the following sentence, "To maintain active service a member must work 24 hours of on call shifts per month minimum" and also requested to change job descriptions to the same language.

Mayor Skelton moved, supported by Councilor Zins, to approve a change to the Bylaws of the Hoyt Lakes Fire Department Relief Association, Article II-Membership, Section 4-Active Service with the following: "To maintain active service a member must work 24 hours of on call shifts per month minimum" and approved the same language be documented in current job descriptions. Councilor Ceglar abstained. MOTION CARRIED.

9. Councilor Holter moved, supported by Councilor Ceglar, to table the Master Services Agreement with TKDA, Hoyt Lakes Community Park and Midway Redevelopment, to the July 24, 2017 regular City Council meeting. MOTION CARRIED.
10. Councilor Vreeland moved, supported by Councilor Ceglar, to approve quotes of Floor to Ceiling totaling \$10,817.42 for carpeting for City Hall to include the hallway, conference room and mayor's office (\$7,000 capital budget; remainder City Clerk budget). MOTION CARRIED.
11. Councilors Zins and Holter, Personnel Committee, updated the City Council on the interview with the single candidate that met the requirements for the position of Combination Specialist II, with new employees being paid at 90% of the base wage of \$25.80 as per the AFSCME Basic Union Contract, Appendix A.

Councilor Zins moved, supported by Councilor Holter, to make a conditional offer of employment to Jacob Berndt for the position of Combination Specialist II at 90% of the base wage of \$25.80, contingent on the successful completion of the required medical drug testing, physical and background check, with a possible start date of July 11, 2017. MOTION CARRIED.

Councilor Holter moved, supported by Councilor Zins, to extend full time employment of Jim Thuringer to July 28, 2017 to help in the transition period with the new hire. MOTION CARRIED.

12. Councilor Ceglar moved, supported by Councilor Vreeland, to schedule adjourned City Council meetings on Monday, July 31, Monday, August 7 and Monday, August 14, 2017 at 5:00 pm for budget review. MOTION CARRIED.
13. Councilor Vreeland moved, supported by Councilor Zins, to approve State of Minnesota Grant Contract dated June 15, 2017 through November 29, 2018 through the Commissioner of Iron Range Resources and Rehabilitation Board (IRRRB) and the City of Hoyt Lakes in the amount of \$250,000 and to authorize the Mayor and City Clerk to execute (Phase I Facility Rehabilitation at the Wastewater Treatment Facility). MOTION CARRIED.
14. Mayor Skelton thanked the White Community Hospital Foundation for donating an Automated External Defibrillator (AED) for City Hall.
15. Councilor Vreeland moved, supported by Councilor Holter to approve Contractor's Application for Payment No. 2 dated May 25, 2017 to Shank Constructor's Inc. in the amount of \$86,588.00 for the Phase 1 Facility Rehabilitation Project at the Wastewater Treatment Facility. MOTION CARRIED.
16. Councilor Vreeland moved, supported by Councilor Ceglar, to approve Change Order No. 1 dated May 23, 2017 in the amount of \$1,012.00, Phase 1 Facility Rehabilitation, Wastewater Treatment Facility, Shank Constructors, Inc. MOTION CARRIED.
17. Councilor Vreeland moved, supported by Councilor Holter, to approve Change Order No. 2 dated June 19, 2017 in the amount of \$2,656.00, Phase 1 Facility Rehabilitation, Wastewater Treatment Facility, Shank Constructors, Inc. MOTION CARRIED.
18. Councilor Ceglar moved, supported by Councilor Holter, to adjourn at 7:32 p.m. MOTION CARRIED.

19. The next regular meeting of the City Council is Monday, July 24, 2017 at 6:30 pm at the City of Hoyt Lakes Municipal Building.

Mark Skelton
Mayor

ATTEST: _____
Rebecca J. Burich
City Clerk-Treasurer