

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

Monday, July 8, 2024

5:30 pm

1. ROLL CALL

Mayor Grams, Councilors Kramar, 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 – June 24, 2024.

4.2 Special City Council Meeting – July 1, 2024.

5. CORRESPONDENCE *

5.1 East Range Public Safety Board Meeting Minutes – May 2024.

5.2 East Range Joint Powers Board Meeting Minutes – May 2024.

5.3 League of Minnesota Cities – Notice of Dues Increase.

5.4 Blight Report – January 2024.

5.5 Blight Report – February 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 Beauregard
Councilor Scott
Mayor Grams

10. OLD BUSINESS

10.1 Birchwood Terrace Park.

11. NEW BUSINESS

- 11.1 Request regarding employee leave.
- 11.2 Essentia Health request regarding Medical Director for the Emergency Medical Services Department.
- 11.3 Zamboni operator hiring.
- 11.4 Resolution 2024-015 accepting donation from NewRange Copper Nickel.
- 11.5 Changes to ESST.
- 11.6 Request regarding City utility bill 2017-31401-00.

12. ADJOURNMENT

Next Council Meetings:

- Monday, July 22, 2024 at 5:30 pm – Regular Meeting
- Monday, August 12, 2024 at 5:30 pm – Regular Meeting

Minutes
Regular Meeting of the Hoyt Lakes City Council
Hoyt Lakes City Hall Council Chambers
Monday, June 24, 2024
5:30 p.m.

PRESENT: Vice Mayor Grams, Councilors Kramar, Beauregard, Scott

ABSENT: None

ALSO PRESENT: City Administrator Becky Lammi, City Attorney Mitch Brunfelt, Public Works Director Ken Snetsinger, Public Utilities Director Jake Berndt.

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

APPROVAL OF CONSENT AGENDA

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

APPROVAL OF MINUTES-

- 4.1 Regular City Council Meeting – June 10, 2024.

CORRESPONDENCE –

- 5.1 Hoyt Lakes Public Library Meeting Minutes – March 2024.
- 5.2 Hoyt Lakes Public Library Meeting Minutes – April 2024.
- 5.3 Hoyt Lakes Fire Department Meeting Minutes – May 2024.
- 5.4 Minnesota Pollution Control Agency – Hoyt Lakes WWTP NPDES/SDS Permit letter.

APPROVAL FOR PAYMENT – CLAIMS

- 6.1 Disbursements - \$135,289.61
- 6.2 Payroll - \$90,723.19
 - 6.2.1 Payroll - \$79,707.37
 - 6.2.2 Benefits - \$11,015.82
 - 6.2.3 Insurance - \$725.58

Motion carried unanimously.

APPEARANCES/PUBLIC FORUM

None.

REPORTS FROM STAFF

City Administrator Lammi shared St. Louis County has resources for homeowners who have suffered damage from flooding. FEMA Grants are typically only for underinsurance or uninsured properties.

Public Works Director Snetsinger provided an update regarding the storm from last Tuesday: the city had some wash outs and storm drains collapsed; please notify public works if there are any collapsed storm drains in your area; Westover, a main outfall, has collapsed. Public works will meet with an engineering firm regarding the Westover collapse. Water levels are up and down, so docks will be re-installed once they stabilize. The Midway Shelter project was blacktopped last week and sod should be laid this week.

The basketball hoops will be installed at the new courts on Westover. The Kensington (Hwy 665) project may be completed in 2025 by St. Louis County due to storm damage to storm drains.

Public Utilities Director Jake Berndt reminded homeowners the lead service line inventory is taking place by Bolton and Menk, who will be sending representatives out to inspect homes. The Waste Water Treatment Facility had an overflow due to the storm. The plant is rated to take 680,000 gallons of inflow, and due to the careful preparation of Operator Benda, the plant took on 1.2 million gallons before it overflowed at the EQ tank. The MPCA has been notified, and notices to the public regarding the bypass have been issued. The Water Treatment Facility had to be sandbagged to protect the raw water intake. It's important for homeowners to make sure their sump pump is discharging outside and they reduce water usage during large storms to help reduce the inflow at the Waste Water Treatment Facility.

REPORTS FROM ELECTED OFFICIALS

Councilor Grams outlined that it was a very busy June, and it is nice to see residents and employees working together.

Councilor Beauregard stated: I would like to thank our former Mayor, Dave Zins. Mayor Zins has served this community for many years. His historical knowledge of past council discussions and decisions will be greatly missed. I would personally like to thank him for the time he spent welcoming me to the council and encouraging me to step out of my comfort zone and to make the most of my role. Many people say being on the city council is a thankless job, and it can be at times. There are many difficult decisions that must be made, and they tend to leave citizens and employees torn in support or discontent. Those of us who choose to serve the community on the council will get the occasional comment of support while out in the community, but it's the personal attacks and criticism that seems to stay with us. It is sad to see Mayor Zins step down. I personally will miss seeing him in the council meetings. Thank you, Mayor Zins for all your years spent serving Hoyt Lakes.

I would also like to take a moment to acknowledge the Fire Department. There have been a number of events recently that have required the firefighters to step up and I am grateful to have community members that are willing to serve as an emergency responder. Additionally, I would like to thank all the employees of the city. The city is a machine that requires all the pieces to run. The city of Hoyt Lakes is grateful to have dedicated employees at all levels. It is work and dedication from all city departments that get us through weather events like the flooding last week and the windstorm last year. While most of us are seeking shelter during the storm, we have public works, public utilities, police, fire and EMS employees out in the elements serving our community. Thank you all for your continued service and dedication to your jobs.

Finally, I would like to thank the ERPD, MN DNR, City Staff, and all the Ranger Snowmobile and ATV Club volunteers that helped make the youth training happen this weekend. 23 kids completed the training and I look forward to seeing them enjoy the sport safely and responsibly in the future.

Councilor Scott thanked Jake, Kenny, fire, staff, and community members for helping.

OLD BUSINESS

Moved by Beauregard supported by Grams to approve the facilities use agreement with the Ranger ATV Snowmobile Club. Motion carried unanimously.

Moved by Beauregard to table the Birchwood Terrace Park discussion.

NEW BUSINESS

Moved by Kramar supported by Beauregard to approve the temporary access road agreement with Northern Natural Gas in the amount of \$1,000.00. Motion carried unanimously.

Moved by Beauregard supported by Grams to approve resolution 2024-012 governing the counting of write-in votes for local elective offices. Motion carried unanimously.

Moved by Scott supported by Kramar approve resolution 2024-013 appointing election judges for 2024 primary and general elections. Motion carried unanimously.

Moved by Beauregard supported by Kramar to appoint Cherie Grams to the vacant position of Mayor.

Ayes: Scott, Beauregard, Kramar

Nays: None

Abstain: Grams

Motion carried.

Moved by Kramar supported by Beauregard to approve resolution 2024-014 accepting resignation and declaring a vacancy on the Hoyt Lakes City Council. Motion carried unanimously.

ADJOURNMENT

Moved by Kramar supported by Beauregard to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 6:16 p.m.

Cherie Grams, Vice Mayor

ATTEST:

Becky Lammi, City Administrator

Minutes
Special Meeting of the Hoyt Lakes City Council
Hoyt Lakes City Hall Council Chambers
Monday, July 1, 2024
5:00 p.m.

PRESENT: Mayor Grams, Councilors Kramar, Beauregard, Scott

ABSENT: None

ALSO PRESENT: City Administrator Becky Lammi, Recreation Director Wayde West.

Special Meeting was called to order by Mayor Grams at 5:00 p.m.

The Hoyt Lakes Wellness and Recreation Center, also known as the Hoyt Lakes Arena, went out for public bid with bids received on June 25, 2024 by the engineering firm, SEH. Four bids were received, with the lowest responsible bidder being Max Gray Construction, Inc.

Moved by Kramar and supported by Beauregard to accept the following from Max Gray, Construction, Inc. in relation to the Hoyt Lakes Wellness and Recreation Center:

Base bid	\$3,849,366.00
Alternate #1 – vertical wheelchair lifts	\$86,500.00
Alternate #2 – steel dasher board system	-\$6,000.00
Unit Price #1 – temporary chiller, per month	\$42,000.00
Total:	\$4,055,866.00

Motion carried unanimously.

Moved by Beauregard and supported by Scott to authorize the engagement letter for DA Davidson for financing the project. Motion carried unanimously.

ADJORNMENT

Moved by Grams and supported by Kramar to adjourn the special meeting. Motion carried unanimously.

Meeting adjourned at 5:32 p.m.

Cherie Grams, Mayor

ATTEST:

Becky Lammi, City Administrator

**MINUTES
EAST RANGE PUBLIC SAFETY BOARD
Emergency Services Building Hoyt Lakes, MN
Monday, May 13, 2024 @ 4:00 p.m.**

PRESENT: Dan Goette, Dave Zins, Richard Hess and Cherie Grams

ABSENT: Deb Kramar, Luke Heikkila

ALSO PRESENT: Timothy Soular, Becky Lammi and Tiffany Jones

Meeting was called to order at 4:00 pm by Vice Chairperson Goette.

APPROVAL OF MINUTES

Moved by Hess supported by Zins to approve the meeting minutes of April 8, 2024. MOTION CARRIED UNANIMOUSLY.

Moved by Hess supported by Zins to approve the special meeting minutes of April 24, 2024. MOTION CARRIED UNANIMOUSLY.

MONTHLY FINANCIAL REPORTS

Moved by Zins supported by Hess to approve the following financials as presented:

- a. April 2024 Receipts: \$ 100,038.89
- b. April 2024 Payroll: \$ 56,747.21
- c. April 2024 Accounts Payable: \$ 76,979.45

MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS

A brief discussion on the special meeting held on 4/24/24 as Sergeant interviews are still on hold and the Anti-Nepotism Policy that passed.

Moved by Zins supported by Hess to reopen the two full-time Sergeant positions internally by submitting a letter of interest. The letters of interest previously received will also be accepted. A special meeting will take place on Monday, June 10th, 2024 at the EMS Building in Hoyt Lakes for the Sergeant interviews prior to the regular meeting. MOTION CARRIED UNANIMOUSLY.

Moved by Hess supported by Goette to hire Jordan Klovstad as a full-time police officer effective June 1st, 2024 with the condition of removing his name off the full-time law enforcement hiring list. MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

Moved by Hess supported by Grams to approve the East Range Public Safety Board Resolution 2024-001 for the Restricted K9 Fund. MOTION CARRIED UNANIMOUSLY.

REPORTS FROM STAFF

Chief Soular spoke briefly on the following: WG&H audit; National Police Week upcoming events at the Mesabi East Schools, Chat with Chief Soular, K9 Officer Siebert and K9 Tac at the Hoyt Lakes Library and Mesabi East 3rd grade tour at the ERPD; MOU regarding bwc in the jail; NLEAC meeting; recent pd calls;

restricted K9 fund donations and fundraising opportunities at Aurora 4th of July, Hoyt Lakes Water Carnival and National Night Out in Aurora.

Administrator Lammi spoke briefly on the following: steps to take prior to the special meeting /Sergeant interviews and the restricted K9 fund.

Next Meeting will take place on Monday, June 10, 2024 at 4:00 p.m.

ADJOURN

Moved by Zins supported by Hess to adjourn. MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 4:41 p.m.

EAST RANGE JOINT POWERS BOARD
City/Town Government Center
Aurora, MN 55705

MEETING MINUTES
May 28, 2024

The regular meeting of the East Range Joint Powers Board was called to order by Chairman Doug Gregor on Tuesday, May 28, 2024, at 9:02 AM.

ROLL CALL: Present: Jim Weikum, Dave Zins, Doug Gregor, Ed Kippley

Also present: Shaun Hainey, Jodi Knaus, Miriam Kero, Beth Pierce, Becky Lammi, Jeff Jacobson, Luke Heikkila, Simon Charter, Diane Fondie, Crystal Royer, Cherie Grams, and Karl Schuettler (via Zoom).

Absent: None

Minutes

IT WAS MOVED BY JIM WEIKUM, SUPPORTED BY DAVE ZINS TO APPROVE THE MINUTES OF THE REGULAR MEETING OF APRIL 23rd. UNANIMOUSLY CARRIED.

ERJPB Funds

The Board received status reports on the ERJPB account balances as of May 31, 2024.

Hi-Fi Savings	7,313.59
ERJPB Checking	100,196.40
MN Housing Trust Fund	5,000.00
ERJPB Loan Fund	<u>84,861.34</u>
TOTAL	\$197,371.33

IT WAS MOVED BY DAVE ZINS, SUPPORTED BY JIM WEIKUM TO APPROVE THE FINANCIAL REPORTS AS WRITTEN. UNANIMOUSLY CARRIED.

Bills and Payroll

IT WAS MOVED BY DAVE ZINS, SUPPORTED JIM WEIKUM TO APPROVE THE BILLS AND PAYROLL IN THE AMOUNT OF \$5,275.40. UNANIMOUSLY CARRIED.

Guests

Beth Pierce and Miriam Kero, IRTB – 2023 Annual Report can be viewed on website. Open seats available on the Board of Directors. A 3% lodging tax is imposed from Hibbing to Hoyt Lakes on hotels, motels, campgrounds and short-term rentals. Winter season was tough on tourism and businesses (20% average decline). Mesabi Trail is near completion after 25 years in the making. Club Mesabi helps to fund advertising for this trail. Updated trails maps will be available soon. County and Forestry roads are accessible to rickers. There will be a Trails

Summitt in August and there is a certified Tourism Ambassador program if anyone is interested. Ongoing efforts include Spirit of Hospitality, Ride the Range and Hello Range! (new resident gatherings and East Range Marketing group).

Simon Charter, NewRange – project review, permitting process news and building remodeling are ongoing topics. 60+ employees to date.

Crystal Royer, United Way Community Relations Director – Projects are Meet up and Chow Down, Buddy Backpacks and Get Connected website for volunteer postings. Free babysitting training will be held this summer.

Staff Activity Report

a) Northspan report (see attached) – Continue work on action plan priorities.

- Storefront Loan Program – IRRR has loan program we can utilize (\$70,000). Application has been submitted. The loan documents are being finalized and will be able to be presented to the public in June.
- IRTB Marketing Committee – meets today for strategic planning for marketing. June event is Sauna Days in Embarrass June 8. Let the team know of any upcoming events.
- MN Housing Partnership – Meeting in Grand Rapids on May 21 and Workshop 4 in July with developers. Monthly meetings held locally to identify needs and plans for area housing and the Housing Trust Fund. Grant application submitted to the IRRR for \$20,000. Seller Rehab program is being finalized. Housing Summitt held May 22 and the East Range was well-represented. Mayor Gregor presented the Aurora housing projects.
- Tax reform handouts provided for review and discussion at the June meeting.
- Administrator meetings are held quarterly – July 10 next meeting.

b) East Range Joint Water Project

- Chairman Gregor reported that the \$4.5 million bonding bill did not pass legislation. Will request for 2025 cycle. Applied for Army Corp of Engineers funding. A community meeting was held April 25th and the pipeline location options are being reviewed. Site clearing of trees for the water treatment plant is underway as well as the Industrial Park to coincide with the water project. Bolton & Menk has a website to keep public updated on the project and HL Director Berndt has been providing input.

Board Member Updates/Community Projects

Aurora

- May 17 was the ribbon cutting for the pickleball courts.
- Celebrate Aurora fundraising is underway.
- West industrial park bids open May 30. Should break ground in July.
- Nathan Thompson from Habitat from Humanity attended the volunteer appreciate event.

Biwabik

- Bids are open for sewer work at Voyageur's Retreat. Legislative finding has been requested.
- \$1 million approved for public safety building.

- BACA Music in the Park will begin June 13 and run every 2 weeks through summer. Planning for July 4th and Honktoberfest has begun.
- Highway 135 project will start in June
- The campground received funding from LCCMR and construction has begun for a new bath house. Phase 2 funding has been requested.

Hoyt Lakes

- City working on tennis court renovations for tennis, pickleball and skatepark area.
- IRRR grant received for \$37,600 to resurface Midway shelter area, trails and parking lot.
-
- SEH presented at council meeting regarding bids for the wellness center project. \$2 million in funding already received. Council approved Mesabi Trail connection and K9 fundraising (July 3 and Water Carnival demos and apparel sales).
- SLC received \$500,000 for Boase school demo. City will work with them on their plans and funding options.
- Gov. Walz signed the EMS bill for additional funding for area departments.

Town of White

- 100+ miles of road maintenance underway
- Denied state funding for paving projects
- Cemetery work being conducted – new columbarium
- Grant applications submitted for ballfield updates and Shelters at Twin Lakes. Long term planning for building replacement
- Part time summer help has been hired – 3 years with no helpers
- Board of Equilization meeting has 1 resident attend

Other Business – Mayor Gregor, Cherie and Jodi attended a meeting with IRRR Commissioner Rukavina and Whitney Ridlon to evaluate and discuss relationship with IRRR and ERJPB members.

Next Meeting

Scheduled for Tuesday, June 25th at 9:00 AM at the City/Town Government Center.

IT WAS MOVED BY DAVE ZINS, SUPPORTED BY JIM WEIKUM TO ADJOURN MEETING AT 10:13 AM.



June 13, 2024

CITY OF Hoyt Lakes
Attn: Administrator-Clerk-Treasurer
206 Kennedy Memorial Dr
Hoyt Lakes, MN, 55750-1150

Dear Becky,

Greetings from all of us at the League of Minnesota Cities! First and foremost, I want to thank you for your ongoing commitment to our organization and your community. It is through our members' dedication and collaboration that we were able to accomplish a great deal over the past year, including:

- Continuing to help city leaders navigate a dizzying array of new laws.
- Provided numerous learning opportunities through conferences, events, webinars, online courses, and meetings.
- Advocated for cities' interests at the State Capitol and in Washington, D.C.
- Assisted cities in their quest for state and federal funding opportunities.
- Responded to more than 6,000 inquiries from members.

As we reflect on our accomplishments, we also recognize the importance of keeping you informed and engaged. With that in mind, we want to make you aware of some upcoming changes that will further shape our collective efforts and continue to drive progress.

Notification of preliminary maximum dues increase

This letter services as your official notice regarding the preliminary maximum membership dues increase.

At its May meeting, the League Board of Directors approved a preliminary maximum dues schedule increase of 6% for a 16-month budget period that runs from Sept. 1, 2024 through Dec. 31, 2025 as the League seeks to adjust its fiscal year to align with the calendar year (read below for more information on proposed fiscal year changes). Dues are used to support the League's mission to promote excellence in local government through effective advocacy, expert analysis, and trusted guidance for all Minnesota cities.

Setting the maximum dues schedule increase is similar to a city setting its preliminary levy increase, in that the final dues schedule increase to be approved by the League Board cannot exceed the preliminary approved increase. The Board will formally discuss and approve a final dues schedule increase along with the League's fiscal year 2025 budget at its August 2024 meeting.

Proposed fiscal year changes and timing of dues notices

At a recent meeting, the League Board recommended changing the League's fiscal year to align with the calendar year. Currently, the League's fiscal year is Sept. 1-Aug. 31. If approved by League members, the fiscal year (FY) will change to Jan. 1-Dec. 31, starting in 2026.

To account for the change in timing, FY 2025 would be spread over 16 months instead of 12 months. Members would receive two dues invoices: one in August 2024 in an amount equal to four months of

Becky Lammi
June 13, 2024
Page 2

expenses, and a second invoice in January 2025 to cover the next 12 months. Starting in 2026, members would receive one annual invoice each January.

Additional changes to League Constitution and bylaws

In addition to the fiscal year change, the League Board recommended amending the League's Constitution and bylaws to provide changes, including:

- Limiting membership eligibility to cities going forward.
- Clarifying permissible methods of written Board communications related to dues and meeting notices; as well as processes for Board meetings, elections and membership.
- Simple clean-up of some of the language.

Amendments to the League Constitution, including the fiscal year changes, will be voted on by the membership at the 2024 Annual Business Meeting, which will be held in conjunction with the LMC Annual Conference on June 27 in Rochester. Each member may designate one representative to vote on its behalf at the meeting.

A copy of the proposed changes will be provided at the meeting; if you would like to see them beforehand, please contact League Associate General Counsel Ed Cadman at ecadman@lmc.org or 651-281-1229.

Join us at the Annual Conference

We hope you will join us at LMC Annual Conference in Rochester June 26-28. In addition to the Annual Business Meeting, the conference will feature a variety of engaging speakers, educational sessions, tours, networking opportunities, and much more. To learn about the conference and register, visit lmc.org/ac24.

Questions?

If you have questions or want additional information on the League's dues or budget, please contact me at (651) 281-1279 or lfischer@lmc.org.

Thank you for being a valued member of the League. We are grateful for your support and look forward to continuing to work together to strengthen and empower cities across Minnesota.

Sincerely,



Luke Fischer
Executive Director



Municipal Building
206 Kennedy Memorial Drive
Hoyt Lakes, Minnesota 55750-1140

www.hoytlakes.com
e-mail: info@hoytlakes.com

Phone: (218) 225-2344
FAX: (218) 225-2485

Blight Report
Jan 7, 2024

- 2XX Hampshire Drive – Inoperable Vehicle. Mailed Administrative Order.
 - o Issue has been resolved.
- 1XX Wyandotte Road – Trash in box of truck. Mailed Administrative Order.
 - o Issue has been resolved.
- Received written complaint on 3XX Kent Road for 2 Inoperable Vehicles. Mailed Administrative order.
 - o Issue has been resolved.

Jordan Hronoski – Blight Officer



Municipal Building
206 Kennedy Memorial Drive
Hoyt Lakes, Minnesota 55750-1140

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Phone: (218) 225-2344
FAX: (218) 225-2485

Blight Report
Feb 17, 2024

- 4XX Andover – Fish House in front yard. Mailed Administrative Order.
 - o Issue has been resolved.

- 1XX Wyandotte – Trash still in box of truck. Mailed Tracked Administrative Order.
 - o Issue has been resolved.

- 3XX Brandon – Inoperable Vehicle. Mailed Administrative Order.
 - o Issue has been resolved.

- 3XX Elmwood – Complaint was called into PD. Cooler with animal bones in driveway.
 - o Issue has been resolved.

Jordan Hronoski – Blight Officer

Supplemental Information Regular City of Hoyt Lakes Council Meeting 07/08/2024

10.1 Birchwood Terrace Park.

The owner of Birchwood Terrace Park has reached out and asked if the City of Hoyt Lakes has decided on purchasing the park. He would like to close on the properties prior to winter.

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. At the regular meeting on 04/22/2024 the City council considered the park's owner for purchase, which was approximately \$375,000-400,000 in purchase price. The owner was willing to finance the project, and the title would be deeded to the City (not a contract-for-deed). The Council tabled the discussion for more information regarding the deadline. At the regular meeting on 05/13/2024 the City Council considered the owner's response stating the City would be given first right of refusal for the property, and they would like a decision prior to winter. The Council wished to investigate financing options.

The City can issue general obligation bonds (most secure, lowest interest) or revenue bonds (less secure, higher interest) as a revenue producing convenience to purchase the facilities. The City Council would need to determine if they would just like to purchase the park or if they plan to complete improvements as recommended by staff as well to have more information regarding specific repayment obligations.

Based on the recent Hoyt Lakes Wellness Center bonding information, the below has been calculated for repayment on a 20 year, 4.65% interest bond, on the 2023 levy:

Project Finance Amount	Annual Bond Payment	Levy % Increase
\$ 400,000.00	\$ 31,152.00	2%
\$ 5,000,000.00	\$ 389,392.95	18%
\$ 10,000,000.00	\$ 778,785.90	31%

Potential motion:

Moved by _____ supported by _____ to _____.

Supplemental Information
Regular City of Hoyt Lakes Council Meeting
07/08/2024

11.1 Request regarding employee leave.

One of the paramedics has been suffering from a medical situation which has resulted in her sick leave, vacation, and comp. time balances being depleted. Several possible solutions to allow this employee to receive paid time off during her medical leave have been presented.

The first is the enclosed memorandum of understanding between AFSCME 2780 Ambulance and the City of Hoyt Lakes waiving the 40 hour comp. time cap in the Collective Bargaining Agreement through the end of the year for this employee. This will allow her to work extra available shifts and earn comp. time in lieu of overtime (at 1.5 hours) and have an ongoing balance of more than 40 hours.

The second is a leave donation program, where other full-time employees are eligible to donate vacation hours to the employee to utilize for medical leave. The State of Minnesota has a donation leave policy, which requires the following: an application, including a medical documentation release, the illness or injury must be life-threatening, and the life-threatening illness/injury will last more than six weeks. The donor can donate a maximum of 40 hours per year, the donation is irrevocable, must be an whole-hour increments, one hour donation minimum, and the identity and number of hours donated are private data. The recipient must be an employee for at least six months, on employer sponsored medial insurance, exhausted all forms of paid leave, completes above required steps, is not receiving worker's compensation benefits for the same time period, full-time employees are eligible to receive a maximum of 1044 hours (pro-rated for part-time), no leave is generated on any pay from the program, and no holiday pay is paid.

Potential motion:

Moved by _____ supported by _____ to approve memorandum of understanding regarding compensatory time cap.

Memorandum of Understanding

This **AGREEMENT** is made by and between the **AFSCME 2780 AMBULANCE** (hereinafter sometimes referred to as “**Employee**” or “**Employees**”) and the **CITY OF HOYT LAKES** (hereinafter sometimes referred to as “**City**”).

WHEREAS, the **City** is has been notified of an extenuating circumstance regarding one of the Ambulance employees;

NOW, THEREFORE, the **City** and **AFSCME 2780 AMBULANCE** hereby agree as follows:

The City waives the 40 hour compensatory time cap outlined in the AFSCME 2780 Ambulance Collective Bargaining Agreement, 3.g.ii to allow the employee to accrue more than 40 hours of comp. time earned to offset her medical leave.

The only employee this Memorandum of Understanding applies to is Julie Nyman, full-time paramedic, with the City of Hoyt Lakes Emergency Medical Services Department.

The comp. time cap shall be reinstated on January 1, 2025; any comp. time over 40 hours shall be paid out as overtime on the next available payroll after that date.

This Memorandum of Understanding shall become effective on July 8, 2024 and remain in affect until December 31, 2024.

CITY OF HOYT LAKES

Dated: _____

Cherie Grams, Mayor

Becky Lammi, City Administrator

AFSCME 2780

Amanda Metsa

Supplemental Information
Regular City of Hoyt Lakes Council Meeting
07/08/2024

11.2 Essentia Health request regarding Medical Director for the Emergency Medical Services Department.

Essentia Health has requested the City approve a new medical director, Dr. Brandon C. Drazich, for the Emergency Medical Services Department. Any changes to the medical director must be approved by the City prior to implementation.

Potential motion:

Moved by _____ supported by _____ to authorize Dr. Brandon C. Drazich to act as the City of Hoyt Lakes Medical Director.



Essentia Health

memo

Date: 06/18/2024

To: Hoyt Lake Fire & EMS

From: Brandon C Drazich, MD

Subject: New Medical Director Introduction

Greetings to all at Hoyt Lakes Fire & EMS. As your new Medical Director, I wanted to take a moment to introduce myself. I will be taking over this position from Dr. Dave Piphon, who remains in practice with Essentia but has transitioned his administrative responsibilities.

I am Essentia's first EMS Physician, board certified in EMS Medicine in addition to Emergency Medicine. After medical school at University of Minnesota, I completed my initial residency in Emergency Medicine at Washington University in St. Louis, then advanced training in EMS & Disaster Medicine at Medical College of Wisconsin in Milwaukee. I work clinically in all of Essentia's East ED sites including Aurora, Virginia, Moose Lake, Sandstone, and, of course, Duluth. I am also a Reservist with the U.S. Public Health Service, where I deploy to disasters and national emergencies as a Medical Officer.

During my training and initial years of practice, I have had experience with both administrative and operational aspects of EMS. My background is in heavily fire-based systems. In addition to getting out on regular calls, I enjoy educating/advising special situations such as entrapped patients or MCI events. Hopefully, you will see me out and about when possible during trainings and even some field time.

As an EMS Physician, prehospital medicine is my primary passion. Excellent medical care begins at first medical contact and you play a critical role for our patients and community. My vision of medical direction is hands-on and engaged. I believe in a culture of safety and continuous quality improvement. I find we can learn and grow from each patient encounter, whether things went well or not.

I hope in time to get to know all of you and hope I can serve as a strong resource for your work, advising medical care and being personally available for those difficult and challenging calls. I look forward to meeting you.



Supplemental Information
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11.3 Zamboni operator hiring.

To call for applications for the seasonal part-time position of Zamboni operator.

Potential motion:

Moved by _____ supported by _____ to call for applications for the seasonal part-time position of Zamboni operator.

**City of Hoyt Lakes
Resolution 2024-015**

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

WHEREAS, NewRange Copper Nickel has donated the following amount to the City and has requested the following use:

<u>Requested Use</u>	<u>Amount</u>
Midway Recreation Improvements	\$15,000
Beanstack App for Library	\$4,000

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

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

NOW THEREFORE, be it resolved by the City Council of the City of Hoyt Lakes, Minnesota as follows:

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

Adopted by the Hoyt Lakes City Council this 8th day of July 2024.

Voting Aye:

Voting No:

Cherie Grams, Mayor

Attest:

Becky Lammi, City Administrator

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11.5 Changes to ESST.

During the 2024 legislative session, changes were made to the Earned Sick and Safe Time (ESST) program to exempt paid-on-call firefighters, ambulance personnel, and elected officials. Elected officials have not been accruing ESST, however, paid-on-call members of the Fire and EMS Departments have been.

The Council can choose to continue to allow the paid-on-call members to receive ESST, or the Council can choose to no longer allow accrual of ESST time. If the paid-on-call members are no longer eligible to earn time, they will be allowed to utilize their ESST balances until they are depleted, with no payout option.

Potential motions:

Moved by _____ supported by _____ to continue ESST for paid-on-call members of the Fire and EMS Departments.

Moved by _____ supported by _____ to discontinue ESST for paid-on-call members of the Fire and EMS Departments as of midnight on 07/20/2024.

11.6

Supplemental Information
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11.6 Request regarding City utility bill 2017-31401-00.

For the past 12 months, all months were charged the minimum usage for commercial properties. The cost per 1,000 gallons is \$4.41 for water and \$7.00; the usage for the bill in question was 37,650 gallons (last bill usage was 11,050). The bill in question was \$486.12 compared to \$331.53 for the previous, a difference of \$154.59.

Potential motions:

Moved by _____ supported by _____ to deny the request regarding City utility bill 2017-31401-00.

Moved by _____ supported by _____ to reduce City utility bill 2017-31401-00 by \$_____.

7/3/24

Hoyt Lakes city council'

On June 1, 2024 my toilet handle broke at my business, Eclips's Salon. The water was running off and on in the toilet. I got it fixed as soon as I could, which was June 5. I did shut it off at night. Unfortunately I did have to have it on during the day. I am asking if you would consider a compensation on the metered water bill for my business Eclips Salon ,for those days as it was about \$155.00 difference.

Thank you, Becky Wiswell

A handwritten signature in cursive script that reads "Becky Wiswell". The signature is written in black ink and is positioned below the typed name.