

**Minutes of Regular Council Meeting  
Monday, January 22, 2018  
City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in regular session on Monday, January 22, 2018 at 6:30 p.m. Those present: Mayor Mark Skelton, Councilors: David Zins, Chris Vreeland. Absent: Councilors Brian Ceglar, Roald Chip Holter. City staff also present: Michael Patchin, Floyd Nelson, James Theodore.
2. Moved by Councilor Zins, supported by Councilor Vreeland, approving the following items from the consent agenda:
  - Item 3 City Council meeting minutes of January 8, 2018.
  - Item 7 Filing of correspondence:
    - Hoyt Lakes Fire Department – meeting minutes of January 3, 2018;
    - Minnesota Pollution Control Agency-No Action Determination Railroad Storage Area, CR 666;
    - Northern St. Louis County Youth in Action – Young Leaders Conference February 12, 2018;
    - Internal Revenue Service – Standard mileage rate .54 cents per miles of business travel effective January 1, 2018;
    - Department of Natural Resources – Notice of Draft Permit to Mine for PolyMet NorthMet Project;
    - Public Comment Period through March 6, 2018 and public meetings on February 7 in Aurora and February 8 in Duluth;
    - Animal Control Officer – December 2017 report;
    - Mayors of Iron Range Minnesota – letter dated January 17, 2018 to President Trump;
    - RAMS – Lunch & Learn MN PFA – February 13, 2018;
    - Polymet Mining and the Minnesota Iron Rangers – January 25, 2018—7:00 pm at the Arena.
  - Item 9A To approve the following training/travel requests:
    - Peter Thorsen, Wastewater Operations Conference, March 21-23, 2018, Brooklyn Park, (registration, lodging, mileage, meals);
    - City Council, Coalition of Greater Minnesota Cities Legislative Action Day, March 14, St. Paul, (registration, lodging, mileage, meals);
    - City Council, Polymet Public Meeting, February 8, 2018, Duluth (mileage).
  - Item 10 Receipts, claims and payroll:
    - Claims: \$366,105.44
    - Payroll Earnings: \$35,879.87
    - Payroll Employer Costs: \$5,412.85
    - Payroll Total: \$41,292.72
    - Total Claims & Payroll: \$407,398.16
    - Motion carried.
3. Guests and Citizens Forum:

Beth Pierce, Director Iron Range Tourism Bureau, was present to discuss Bicycling Around Minnesota in August 2018 and asked for Hoyt Lakes to be the host city for this event. The Council discussed the need for more information and requested a committee be created.

Moved by Mayor Skelton, supported by Councilor Vreeland, to set up a committee consisting of Councilor Vreeland, Wayde West, Floyd Nelson, Rebecca Burich and Bart Bartholomew to research the planning needs for this event. Motion carried.

4. Department Reports:

EMS Director Theodore reviewed the Ambulance Department Activity Summary.

Moved by Mayor Skelton, supported by Councilor Zins, to approve EMS Director Theodore's request to join North East Training Officers (NETO). Motion carried.

Moved by Mayor Skelton, supported by Councilor Zins, to approve EMS Director Theodore's recommendation to extend the position and payroll for Melanie Olmstead as Assistant Ambulance Director/Training Officer to continue to assist with the recertification process through March 31, 2018. Motion carried.

Moved by Councilor Zins, supported by Councilor Vreeland, to approve EMS Director Theodore to move forward in the AFG/FEMA grant process for Stryker Self Loading Cot Systems/RAD 57's (Carbon Monoxide Detector). Motion carried.

Moved by Councilor Vreeland, supported by Mayor Skelton, to allow EMS Director Theodore to work with the Fire Chief House to setup billing services with fire apparatus to ensure scene safety for EMS and Law Enforcement. Motion carried.

Public Works Director Nelson: Sensors that send cell phone alerts will be added to the bathroom at the campground to ensure water lines don't freeze. He also gave a progress report on the Wastewater Treatment Plant project.

5. Council Reports:

Mayor Skelton: Encourages citizens to help fight for our way of life by attending the upcoming Polymet meetings on February 7 in Aurora and February 8 in Duluth. The Aurora Chamber of Commerce is sponsoring a bus to the Duluth meeting free of charge, call to RSVP your spot.

6. Moved by Councilor Vreeland, supported by Councilor Zins, to approve Application for Payment No. 2 (FINAL) Jola & Sopp Excavating in the amount of \$7,571.45 for the Dorchester/Suffolk Drive Intersection Project and to authorize the Mayor to execute. Motion carried.

7. Moved by Councilor Zins, supported by Councilor Vreeland, to approve Contractor's application for Payment No. 9, Shank Constructors, Inc. dated December 22, 2017 in the amount of \$197,628 for the Phase 1 Facility Rehabilitation-Wastewater Treatment Facility and to authorize the Mayor to execute. Motion carried.

8. Moved by Mayor Skelton, supported by Councilor Zins, to schedule a special City Council meeting on Monday, March 12, 2018 at 5:00 p.m. to discuss the Combination Specialist II position/hiring process. Motion carried.

9. Moved by Councilor Vreeland, supported by Councilor Zins, to adopt City of Hoyt Lakes Resolution 2018-002, "A Resolution Accepting the Facility Plan Amendment for Mercury Removal Including an Equalization Basin at the Wastewater Treatment Facility" (full Resolution on file with the City Clerk-Treasurer). Resolution adopted unanimously.

10. Moved by Councilor Zins, supported by Councilor Vreeland, to adopt City of Hoyt Lakes Resolution 2018-003, "A Resolution Accepting the Phase 3 Facility Rehabilitation Project at the Wastewater Treatment Facility" (full Resolution on file with the City Clerk-Treasurer). Resolution adopted unanimously.

11. Moved by Mayor Skelton, supported by Councilor Zins, to approve the Agreement for Professional Services effective January 22, 2018 between the City of Hoyt Lakes and Short Elliot Hendrickson, Inc. (SEH) for work on the Capital Improvement Plan Project in the amount of \$10,000 and to authorize the Mayor to execute. Motion carried.

12. Mayor Skelton proclaimed January 31, 2018 Omphalocele Awareness Day in Hoyt Lakes, and encouraged all citizens to wear the colors black and white in honor and tribute for the "O" babies in Minnesota.
13. Moved by Councilor Zins, supported by Councilor Vreeland, to adopt the City of Hoyt Lakes Sexual Harassment Policy. Motion carried.
14. Moved by Councilor Zins, supported by Councilor Vreeland, to adjourn at 7:16 p.m. Motion carried.

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Mark Skelton  
Mayor

ATTEST: \_\_\_\_\_  
Tammy Snetsinger  
Deputy Clerk