

**Minutes of Regular Council Meeting  
Monday, March 12, 2018  
City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in regular session on Monday, March 12, 2018 at 6:30 p.m. Those present: Mayor Mark Skelton, Councilors: David Zins, Chris Vreeland, Brian Ceglar. Absent: Councilor Roald Chip Holter. City staff also present: Michael Patchin, Floyd Nelson, Wayde West, Jim Theodore, Jake Berndt, Rebecca Burich.
2. Moved by Councilor Zins, supported by Councilor Ceglar, approving the following items from the consent agenda:
  - Item 3 City Council meeting minutes of February 26, 2018.
  - Item 7 Filing of correspondence:  
East Range Joint Powers Board – January 23, 2018 meeting minutes;  
RAMS – January 25, 2018 meeting minutes;  
Minnesota Pollution control Agency – notification-wastewater treatment plant permit complete for processing;  
Michael J. Miller, Engineer – response to MPCA-Phase 3 wastewater facility rehabilitation;  
Fire Department – March 7, 2018 meeting minutes.
  - Item 8A Reminder of Special City Council meeting on Wednesday, March 14, 2018 at 5:00 pm;  
Agenda: Combination Specialist II position/staffing; Golf Course Clubhouse agreement; IRRRB public infrastructure grant application due March 29, 2018; LMC Fire Department Management/Liability Issues information memo.
  - Item 9A Training/travel requests:  
Tony Bluhm, Ken Snetsinger, Jake Berndt, Kileen Trueblood, Becky Burich, LMC 2018 Safety and Loss Control Workshop, April 4, 2018, Duluth (registration, city vehicle/mileage);  
Jake Berndt, Tony Bluhm, Ken Snetsinger, Betsy Karkinen, Mesabi Regional Safety Group OSHA inspection process, March 16, 2018, Virginia (city vehicle/mileage).
  - Item 10 Receipts, claims and payroll:  
Receipts: \$348,295.58  
Claims: \$119,226.25  
Payroll Earnings: \$65,551.62  
Payroll Employer Costs: \$8,118.46  
Payroll Total: \$73,670.08  
Total Claims & Payroll: \$192,896.33  
Motion Carried.
3. Guests and Citizens Forum:  
None.
4. Department Reports:  
Public Works Director Nelson: Middle of upgrade to VFDs (Variable Frequency Drive) at the water plant booster station; working with Minnesota Power with updates/rebates for LED lighting at the emergency services building; awaiting review by the MPCA of the plans for the next phase of the wastewater plant renovation; working with SEH on application for an IRRRB public infrastructure grant; Fisherman's Point Campground managers will be returning in a few weeks.  
Arena/Recreation/Golf Supervisor West: Activity at the arena slowly winding down with most of youth teams done for the season; Iron Rangers have one playoff series beginning March 19, 2018; baseballs signups will be published in the East Range Shopper soon. EMS Director Theodore: Part time ALS (Advanced Life Support) license application to Bob Norland, EMS Regulatory Board, for courtesy inspection; struggling with suspension issues on Ambulance 3, back at Lundgren Motors for additional service work and Ambulance 2 is going in for steering repairs; studying numbers for

the ALS licensure including storage of narcotics legally and safely, implementing patient care reporting system and new equipment; ambulance billing is up to date. City Clerk-Treasurer Burich: Purchase agreement dated March 9, 2018 from Northwoods Land Office, Rachel LaCount-Broker, for Lot 6, Block 4, Leeds Road in the amount of \$2,500.

Moved by Councilor Zins, supported by Councilor Vreeland, to table the purchase agreement dated March 9, 2018 from Northwoods Land Office, Rachel LaCount-Broker, for Lot 6, Block 4, Leeds Road in the amount of \$2,500 to the special City Council meeting on Wednesday, March 14, 2018 at 5:00 pm with a request for Rachel LaCount to be present for further discussion. Motion carried. Attorney Patchin noted that the build requirement be a part of the purchase agreement and for the City Council to be mindful of the cost of providing a title search.

5. Council Reports:  
Councilor Ceglar: Congratulations to the Mesabi East girls' basketball team/coaches and good luck at the State tournament. Councilor Vreeland: Attended a combination water meeting where SEH presented a proposal for 30% design, permitting, and pilot testing for the Aurora/Town of White joint water plant to get on the bonding bill; Mayor Skelton: Thanked staff and City Council for all the hard work being done in various capacities; Wayde West to work with Aurora Electric, Dan Furry, on gen-setting the arena.
6. Moved by Councilor Zins, supported by Councilor Ceglar, to approve the Mutual Aid Agreement between the Hoyt Lakes Ambulance Service and the Virginia Fire Department Ambulance effective February 26, 2018 and to authorize the Mayor and EMS Director to execute. Motion carried.
7. Moved by Councilor Vreeland, supported by Councilor Zins, to approve to adopt City of Hoyt Lakes Resolution 2018-007, "A Resolution Authorizing the City of Hoyt Lakes to Apply to the Minnesota Public Facilities Authority (PFA) for the Clean Water Revolving Fund for the Wastewater Treatment Plant Renovation Project" (full Resolution on file with the City Clerk-Treasurer). Resolution adopted unanimously.
8. Moved by Mayor Skelton, supported by Councilor Ceglar, to table approval of the request from the Hoyt Lakes Water Carnival Committee for rental of the ice part of the arena at a non-profit rate for a fundraiser event on April 28, 2018. Motion carried.
9. Mayor Skelton Proclaimed the month of April 2018 as Sexual Assault Awareness month in the City of Hoyt Lakes.
10. Moved by Councilor Zins, supported by Councilor Ceglar, to approve the City of Hoyt Lakes Contractor Safety Policy to assure the safety of City employees and the public who may be in proximity to renovation, construction, demolition, installation, or maintenance operations performed by contractors. Motion carried.
11. Moved by Councilor Vreeland, supported by Mayor Skelton, to authorize the Fire Department to apply for grant funding from Walmart and the Walmart Foundation for the betterment of the community (smoke detectors). Motion carried.
12. Moved by Councilor Ceglar, supported by Councilor Zins, to adjourn at 7:00 p.m. Motion carried.

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Mark Skelton  
Mayor

ATTEST: \_\_\_\_\_  
Rebecca J. Burich  
City Clerk-Treasurer