

**Minutes of Special Council Meeting
Wednesday, March 14, 2018
City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in special session on Wednesday, March 14, 2018 at 5:00 pm. Those present: Mayor Mark Skelton; Councilors: David Zins, Chris Vreeland, Brian Ceglar, Roald Chip Holter. City staff also present: Floyd Nelson, Tony Bluhm, Peter Thorsen, Ken Snetsinger, Jake Berndt, Mark Isaacson, Kileen Trueblood, Rebecca Burich. Also present: Rachel LaCount, Broker Associate, Northwoods Land Office.
2. Rachel LaCount, Broker Associate, Northwoods Land Office, presented a purchase agreement dated March 9, 2018 in the amount of \$2,500 for Lot 6, Block 4 Leeds Road.

Moved by Councilor Holter, supported by Councilor Ceglar, to approve the purchase agreement from Rachel LaCount, Broker Associate, Northwoods Land Office, dated March 9, 2018 for Todd R. Stauffenecker to purchase Lot 6, Block 4, Leeds Road in the amount of \$2,500 and to authorize the Mayor and City Clerk-Treasurer to execute all necessary documents. Motion carried.

Moved by Councilor Vreeland, supported by Councilor Zins, to extend the listing contract of Rachel LaCount, Broker Associate, Northwoods Land Office, to February 1, 2019 for Lots 3-11, Leeds Road, in the City of Hoyt Lakes, Minnesota. Motion carried.

3. Mayor Skelton opened discussion of staffing in general for the City moving forward. With the recent retirement of a Combination Specialist II, a staffing proposal was reviewed for filling this vacancy utilizing an interested internal employee and a possible new hire to include work at the water/sewer and public works departments with the goal and intent to have more employees trained to do multiple tasks in both departments.

Moved by Mayor Skelton, supported by Councilor Vreeland, to accept the application of internal applicant Peter Thorsen to split time between the Water/Wastewater and Public Works Departments as a Combination Specialist II effective immediately, with scheduling to be worked out between the Public Works Director and Public Works Foreman. Motion carried.

Moved by Mayor Skelton, supported by Councilor Ceglar, to appoint Tony Bluhm, Jacob Berndt, Rebecca Burich, Chris Vreeland, and David Zins to the hiring committee for a Combination Specialist II full time position to include interviewing candidates and recommendation to hire to the City Council. Motion carried.

4. Moved by Councilor Vreeland, supported by Zins, to approve the Hoyt Lakes Golf Course Clubhouse Agreement between the City of Hoyt Lakes and Daniel Darbo for the 2018 golf season and to authorize the Mayor and City Clerk-Treasurer to execute. Motion carried.
5. Moved by Councilor Ceglar, supported by Mayor Skelton, to approve the liquor license application of Daniel Darbo, d.b.a. Hoyt Lakes Golf Course for the 2018 golf season through October 31, 2018. Motion carried.
6. The City Council discussed the opening of applications for the Iron Range Resources and Rehabilitation Community Infrastructure Grant Program with a deadline of March 29, 2018 and the need of undertaking infrastructure improvements on Andover Road; this would include removing and replacing the storm sewer line, water line and the associated reconstruction of Andover Road in the amount of \$547,918.65.

Moved by Mayor Skelton, supported by Councilor Vreeland, to adopt City of Hoyt Lakes Resolution 2018-008, "A Resolution Authorizing the City of Hoyt Lakes to Make Application to and Accept Funds from IRRRB Community Infrastructure Grant Program for the Andover Road Infrastructure Project" (full Resolution on file with the City Clerk-Treasurer). Resolution adopted unanimously.

7. The City Council discussed an informational memo from the League of Minnesota Cities on Fire Department management and liability issues and directed the City Clerk-Treasurer to provide information to and set up meetings with Fire Chief House, Fire Department Three-Year Captain Pete Wolner, EMS Director Jim Theodore and Councilor Holter to further discuss.
8. Moved by Councilor Ceglar, supported by Councilor Zins, to adjourn at 6:20 pm. Motion carried.

Mark Skelton
Mayor

ATTEST: _____
Rebecca Burich
City Clerk-Treasurer