

**Minutes of Regular Council Meeting
Monday, April 23, 2018
City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in regular session on Monday, April 23, 2018 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, James Theodore, Wayde West, Rebecca Burich.
2. Moved by Councilor Ceglar, supported by Councilor Zins, approving the following items from the consent agenda:
 - Item 3 City Council meeting minutes of April 9 and 10, 2018.
 - Item 7 Filing of correspondence:
Minnesota Department of Natural Resources – March 30, 2018 letter requesting notification for maintenance work on state land and public water utility license crossings;
East Range Community Advisory Panel – March 8, 2018 meeting minutes;
East Range Public Safety Board – March 22, 2018 meeting minutes;
Hoyt Lakes Library Board – March 20, 2018 meeting minutes;
Hoyt Lakes Planning Commission- April 17, 2018 meeting minutes.
 - Item 8A To schedule a Tri-City Ambulance meeting on Thursday, May 24, 2018 at 5:30 pm at the Emergency Services Building.
 - Item 8E To approve the hiring of part time-seasonal staff as follows pending successful completion of the required City testing and verification of valid driver's license:
Public Works: Teresa Moehrke, Emily Moisio, Jack Moehrke, Bradly Mount, Brennan Scott, Dylan Deutsch; Cemetery: Wesley Boyle; Water/Wastewater: Austin Mount; Golf Course: Paul Theis, Jagr Wippler, Tony Michels; Arena/Recreation: Robert Parendo, Easton Soular.
 - Item 9B To approve the opening of Birch Cove Beach from Saturday, June 9 through Friday, August 10, 2018 with lifeguards on duty Monday through Sunday from 11:00 am to 6:00 pm and to authorize Recreation Director Ed Holmstrom to advertise for the lifeguard positions.
 - Item 10 Receipts, claims and payroll:
Claims: \$171,566.35
Payroll Earnings: \$33,273.67
Payroll Employer Costs: \$5,113.16
Payroll Total: \$38,386.83
Total Claims & Payroll: \$209,953.18
Motion Carried.
3. Guests and Citizens Forum:
Raymond Latvamaki and Amber Johnson, 218 Fairfax Road- request of City Council to consider changes to Ordinance No. 192 to allow egg laying hens within city limits. No formal action taken.
4. Department Reports:
Public Works Director Nelson: working on spring projects and advised residents with history of frozen water lines to keep water running until the ice is off the lake. EMS Director Theodore: total EMS runs to date 206, down 5% from 2017; MN Department of Human Services Supplemental Payments for Ambulance Services with potential reimbursement for Medicare runs at \$23,940; FEMA Grant rejection letter received for equipment and working on SAFER grant with application open until April 27, 2018; status of Advanced Life Support Licensure; service plan for Phillips heart

monitors scheduled for annual service and calibration the first week of May; staff training on going with intra osseous equipment; update on suspension problems with Medic No. 3.

Arena/Recreation/Golf Supervisor West: baseball signups ongoing; walk in freezer at the golf course clubhouse installed in 1970 quit functioning and requests approval for a new one.

Councilor Vreeland moved, supported by Councilor Zins, to approve the purchase of an Avantco two-section reach in freezer in the amount of \$2,299 for the golf course clubhouse. Motion carried.

5. Council Reports:

Mayor Skelton: discussed a possible newer refrigerant for the ice arena and directed Supervisor West to further research if an option for our arena; Councilor Zins: discussed guidelines being used for the Personnel Committee with the City Clerk to work on getting into a policy format for future City Council meeting/approval; Councilor Vreeland: setting up a Golf Commission meeting in early May; Councilor Ceglar: met with MN Iron Ranger board member regarding the 2018-2019 hockey season and a joint recreation meeting has been scheduled on May 10, 2018 at 3:00 pm.

Councilor Holter: discussed a hiring committee meeting for the tri-city ambulance and requested the City Clerk set up a midway committee meeting.

6. Councilor Vreeland discussed a meeting with Northeast Technical Services, Inc. with regard to the Brownfields Program for the Boase School. Also discussed was the current \$400 per summer charge to the owners of the Boase School for mowing service by City personnel and the increase in cost for staff time and fuel.

Moved by Councilor Vreeland, supported by Councilor Ceglar, to increase the fee from \$400 to \$800 per summer to the owners of the Boase School property for mowing service by City personnel with a recommendation to revisit this fee yearly. Motion carried.

7. Moved by Councilor Zins, supported by Councilor Vreeland, to schedule a special City Council meeting on Wednesday, May 9, 2018 at 5:00 pm for the purpose of interviews for Combination Specialist II eligible applicants
8. Moved by Councilor Zins, supported by Councilor Ceglar, to approve the request of the Hoyt Lakes Water Carnival Committee for fire and ambulance department in kind services during their event July 26-29, 2018. Motion carried.
9. Moved by Councilor Holter, supported by Councilor Zins, to approve advertising for the following part time-seasonal positions: Recreation-Baseball field maintenance and umpires with a deadline of 4:00 pm on May 8, 2018. Motion carried.
10. No action was taken on Agenda Item 8G – pending purchase agreement dated March 22, 2018 for Lots 9 and 10, Leeds Road, Hoyt Lakes.
11. Moved by Councilor Vreeland, supported by Councilor Holter, to approve Change Order No. 9, Shank Constructors, Inc. for the Phase 1 Facility Rehabilitation Wastewater Treatment Facility with a decrease in the amount of \$3,100 related to omitting installation of light fixture in the control building and omitting electrical connections to valve actuators at the primary clarifiers. Motion carried.
12. Moved by Mayor Skelton, supported by Councilor Ceglar, to approve standing for the Pledge of Allegiance at all future City Council meetings. Motion carried.
13. Moved by Mayor Skelton, supported by Councilor Zins, to approve the request of the Mesabi East Class of 2019 for reduced fee at the non-profit rate of \$50 in holding their Junior/Senior prom at the Arena (gym, concession, lobby area) on May 12, 2018 with the group providing all cleanup by Sunday, May 13, 2018. Motion carried.

14. Moved by Councilor Vreeland, supported by Councilor Holter, to approve the agreement between the City of Hoyt Lakes and National Joint Powers Alliance (NJPA) purchasing program with access to high quality products, equipment and services at competitive prices and no fee to the City and to authorize the City Clerk-Treasurer to execute the agreement. Motion carried.
15. Moved by Councilor Ceglar, supported by Councilor Zins, to approve the proposal of Becker Arena Products for removal, floor prep and installation of carpet tiles in two locker rooms in the amount of \$6,876.53 (NJPA purchasing program) and to authorize the City Clerk-Treasurer to execute proposal/contract (2018 budget item). Motion carried.
16. Moved by Mayor Skelton, supported by Councilor Holter, to approve the estimate of Aurora Electric dated April 9, 2018 in the amount of \$15,629 for an auto transfer switch for the arena. Motion carried.
17. Councilor Zins discussed the recommendation of the Planning Commission that the zoning on a portion of Leeds Road rezoned in 2011 for a proposed market rate apartment complex that did not happen be changed back to single family residence in order to market those lots. Attorney Patchin advised that a public hearing would need to be scheduled, advertised and notification sent to area residents.
18. Moved by Councilor Ceglar, supported by Councilor Zins, to adjourn at 7:20 p.m. Motion carried.

Mark Skelton
Mayor

ATTEST: _____
Rebecca J. Burich
City Clerk-Treasurer