

**Minutes of Regular Council Meeting
Tuesday, May 29, 2018
City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in regular session on Tuesday, May 29, 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, James Theodore, Floyd Nelson, Rebecca Burich.
2. Pledge of Allegiance.
3. Moved by Councilor Ceglar, supported by Councilor Zins, approving the following items from the consent agenda:
 - Item 4 City Council and Special City Council meeting minutes of May 14, 2018.
 - Item 8 Filing of correspondence:
 - League of Minnesota Cities – letter dated May 18, 2018; no due increase for 2019 fiscal year;
 - Central Iron Range Brownfield Coalition – meeting minutes of February 15, 2017;
 - Hoyt Lakes Public Library – meeting minutes of April 17, 2018;
 - Minnesota Pollution Control Agency – Draft Reissued NPDES/SDS Permit, Wastewater Treatment Facility;
 - East Range Joint Powers Board – March 27, 2018 meeting minutes.
 - Item 9A Hiring of part time-seasonal staff as follows pending successful completion of the required City testing: Recreation/Lifeguards: Savannah Hancock, Maddie Meyer, Cole Maki, Austin Schultz, Tommy Wayman, Cora Koskela; Recreation/Arts & Crafts Instructor: Barb Travica (if enough sign up).
 - Item 9D To appoint Election Judges/Absentee Ballot Board for Primary Election to be held on Tuesday, August 14, 2018 and for the General Election to be held on Tuesday, November 6, 2018: Sue Snetsinger (Head Judge); Carole Haskins, Sandy Nemanic, Pam Belange, Louise Condit, Sue Lund, Ruth Armstrong, Mary Blaisdell, Jan Butzke, Mille Modic and to substitute if necessary.
 - Item 10A Travel and Training Requests
 - Becky Burich, Tammy Snetsinger, Saint Louis County Election Training for Clerks, June 13, 2018, Clinton Town Hall, (mileage).
 - Item 11 Receipts, claims and payroll:
 - Claims: \$130,268.26
 - Payroll Earnings: \$32,631.65
 - Payroll Employer Costs: \$5,033.29
 - Payroll Total: \$37,664.94
 - Total Claims & Payroll: \$167,933.20
 - Motion Carried.
4. Guests and Citizens Forum:

None.
5. Department Reports:

Public Works Director Nelson: The campground is very busy and reservations are strong for the season. The DNR will be installing the new dock next week. Public Works summer projects are being started. Electrical projects are being finished at the Water Plant. Phase 2 of the Waste Water Plant project will start soon with the Mercury phase to be determined.

EMS Director Theodore: Update on suspension problems with Medic #2 and #3; reported on Tri-City meeting held May 24, 2018 with regard to staffing models moving forward with the part-time ALS licensure and recommendations of the Tri City to increase ambulance rates. After discussion to begin the process of hiring of part-time paramedics, a motion was made by Councilor Zins and supported by Councilor Holter to begin advertising for the paramedic positions. City Clerk Burich informed the Council that the hiring packet, including the new job description, needs to be reviewed and approved prior to advertising. A motion was then made by Councilor Zins and supported by Councilor Holter to rescind the previous motion. Moved by Councilor Holter, supported by Councilor Zins, to schedule a special City Council meeting on June 4, 2018 at 5:00 p.m. for the purpose of reviewing the proposed Ambulance staffing model, paramedic job description, hiring packet and advertising for the paramedic position and review the recommended ambulance rate increase as per the Tri-City Advisory Committee. Motion carried. Theodore also advised that a Medicare reimbursement check should arrive before the next regular council meeting.

City Clerk – Treasurer Burich: Reminder of the regular City Council meeting summer schedule being one meeting per month for June, July and August on the fourth Monday at 6:30 pm.

6. Council Reports:
Councilor Ceglar: Met with the campground managers and discussed their request to personally purchase kayaks to rent out to campers. Attorney Patchin stated there are insurance requirements that would need to be met. City Clerk Burich is checking with our insurance agent. Ceglar also advised that there is a Joint Recreation meeting scheduled on June 14, 2018 at 3:00 pm in Hoyt Lakes. Councilor Vreeland: Informed the public that he and the blight officer will be doing inspections next week and urged residents to clean up their yards. Mayor Skelton: There will be a meeting hosted by Senator Tina Smith in the City Council Chambers on June 13, 2018 from 1:00 to 2:00 p.m. for the purpose of a listening session on a Farm Bill; the City Council and public are encouraged to attend. Attended the IRRRB Board meeting in St. Paul Monday, May 21, 2018 with City Clerk Burich and Curt Anttila. The Board approved loans for Stern Companies to locate at the Laskin Energy Park in the former Premier Plastics Building, forecasting to employ 10 to 14 initially with up to 35 employees within three years, stating there is also other interest in different parts of the park.
7. Moved by Councilor Ceglar, supported by Mayor Skelton, to approve the request of the United Way of Northeastern Minnesota, dated May 21, 2018 for sponsorship in the amount of \$500/advertising benefits in support of Rampage at the Ridge taking place on Saturday August 18, 2018 at Giant's Ridge. NAY – Vreeland & Holter. Motion carried.
8. Community Building reservation update: City Clerk Burich explained per the recommendation of our auditors to update the current policy. Changes would include charging \$150 prior to rental with \$50 being refunded if there are no damages. Councilor Holter asked if the new language includes a time frame for the refund. Moved by Councilor Holter, supported by Councilor Zins, to approve the City of Hoyt Lakes Community Building Reservation policy dated May 29, 2018 with recommended changes as noted in item #2 per our auditing firm along with updating time frame of refund. Motion carried.
9. Public Works Director Nelson discussed the bid opening held on Tuesday, May 15, 2018 at 11:00 am for the Phase 2 Facility Rehabilitation at the Wastewater Treatment Facility and recommended the low bid from Lakehead Constructors in the amount of \$1,178,000. Moved by Councilor Zins, supported by Councilor Vreeland, to accept the low bid of Lakehead Constructors in the amount of \$1,178,000 for the Phase 2 Facility Rehabilitation at the Wastewater Treatment Facility (other bids: Magney Construction, Inc. \$1,219,500; Shank Constructors, Inc. \$1,293,400). Motion carried.

10. Wells Fargo Bank will be closing their Hoyt Lakes Branch on August 15, 2018. Discussion was held on if the City can continue a banking relationship with Wells Fargo or possibly need to move elsewhere. City Clerk Burich is working with Wells Fargo on solutions, along with inquiring at other financial institutions.
11. Greg Williams sent a letter requesting consideration of his season golf pass and cart storage fee being refunded due to physical limitation that prohibit him from golfing this season. Motion was made by Councilor Vreeland, supported by Councilor Holter, to approve the request to refund. Motion carried.
12. Moved by Councilor Ceglar, supported by Councilor Zins, to adjourn at 7:09 p.m. Motion carried.

Mark Skelton
Mayor

ATTEST: _____
Rebecca J. Burich
City Clerk-Treasurer