

**Minutes of Special Council Meeting**  
**Monday, July 9, 2018**  
**City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in special session on Monday, July 9, 2018 at 6:30 pm. Those present: Mayor Mark Skelton; Councilors: David Zins, Chris Vreeland, Brian Ceglar, Roald Chip Holter. Also present: Rebecca Burich, James Theodore, Attorney Mitchell Brunfelt, and Jereme Dahmen.
2. Mayor Skelton called the meeting to order at 6:30 pm for the purpose of review and approval of job descriptions for Fire Fighter–Paramedic and Casual Paramedic. There was a lengthy discussion on essential functions and qualifications for these new positions, including allowable hours worked per month, response time, and duties with input from Attorney Brunfelt to comply with federal standards.
3. Moved by Councilor Vreeland, supported by Councilor Holter, to approve the job description of Casual Paramedic. Motion carried.
4. Moved by Councilor Ceglar, supported by Councilor Zins, to recommend the Fire Fighter–EMT job description include the reasonable response time Federal Standard of 22 minutes. Motion carried.
5. Moved by Councilor Zins, supported by Councilor Holter, to approve the job description of Fire Fighter–Paramedic with recommended changes from Attorney Brunfelt on duties and response time. Motion carried.
6. Discussion on possible purchase of the East Range Police Department Chevrolet Tahoe for use as a chase vehicle; this will be placed on a future City Council meeting agenda for further discussion/consideration.
7. Motion made by Councilor Zins, supported by Councilor Ceglar, to adjourn at 7:28 pm. Motion carried.

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Mark Skelton  
Mayor

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