

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

1. The Hoyt Lakes City Council met in regular session on Monday, July 23, 2018 at 6:30 p.m. Those present: Mayor Mark Skelton, Councilors: David Zins, Chris Vreeland, Roald Chip Holter. Absent: Councilor Brian Ceglar. City staff also present: City Attorney Mitch Brunfelt, James Theodore, Floyd Nelson, Wayde West, Rebecca Burich.
2. Pledge of Allegiance.
3. Moved by Councilor Zins, supported by Councilor Holter, approving the following items from the consent agenda:
 - Item 4 Regular City Council meeting – June 25, 2018
Special City Council meeting – July 9, 2018
 - Item 8 Filing of correspondence:
AFSCME Council 65-Supreme Court Case Response;
EMSRB – License Approval, Part-Time Advanced Life Support Ambulance Service 06/29/18;
Northland Village – Blood Drive, August 6, 2018 11:00 am-5:00 pm;
Minnesota Department of Health-Fisherman’s Point Inspection Report 07/10/18;
Minnesota Department of Health-Quarterly Water Report 07/02/18;
Minnesota Department of Health-Drinking water data review, no action required 06/29/18;
Minnesota Pollution Control Agency-Approval of facility plan, final plans and specifications and addendum number 2 for Phase 2, wastewater treatment facility;
Department of Natural Resources-Approval of application for equipment to maintain Seven Beavers Trail in the amount of \$12,960 06/13/18;
Blight – July 2018 report;
Saint Louis County – Golf Course signage 07/09/18;
Planning Commission – July 17, 2018 meeting minutes;
East Range Public Safety Board – June 4, 2018 meeting minutes;
RAMS – Official Meeting Notice/Agenda-July 26, 2018;
Wells Fargo – Local Government Checking Account conversion;
Hoyt Lakes Fire Department – July 5, 2018 meeting minutes.
 - Item 9B To approve the League of Minnesota Cities Insurance Trust Liability Coverage Waive form and affirms that the City of Hoyt Lakes does not waive the monetary limits established by Minnesota Statutes 466.04.
 - Item 9C To approve the liquor license transfer request of Rachel LaCount, JWay LLC, d.b.a. Haven Bar & Grill dated July 6, 2018 to the Hoyt Lakes Arena on August 11, 2018 for a wedding.
 - Item 10A Training/Travel Requests: Rebecca Burich, 2018 Municipal Clerks Advanced Academy (MCAA), September 20-21, 2018, Brainerd, MN (registration, mileage, meals, accommodation)
 - Item 11 Receipts, claims and payroll:
Receipts: \$722,664.40
Claims: \$367,923.89
Payroll Earnings: \$109,895.79
Payroll Employer Costs: \$13,731.73
Payroll Total: \$123,627.52
Total Claims & Payroll: \$491,551.41
Motion carried unanimously.

4. Guests and Citizens Forum:
Paul Kess and Daniel Manick were both present to discuss their candidacy for County Commissioner, 4th District.

Ken Corbett was present to advise the Archery Club will host the R-100 September 8 – 9, 2018, and requested help with garbage cans and picnic tables. Moved by Councilor Vreeland, supported by Councilor Zins, to provide the same City services as in the past. Motion carried.

Ken Corbett provided an update on the Bike across Minnesota event being held August 9 – 12, 2018, in which Hoyt Lakes will be both the starting and ending point. Moved by Councilor Holter, supported by Councilor Vreeland, for Ken to work with the appropriate City staff to coordinate City services for the event. Motion carried.

5. Department Reports:

Public Works Director Nelson: Advised that the Public Works Department has been busy preparing for Water Carnival. He provided an update on the Mercury Phase, advising that bids will go out in late September. He reported that the Campground has been very busy, with many weekends at capacity and weekday activity increasing as well.

EMS Director Theodore: Provided EMS Activity update. ALS – Part time License was secured officially on June, 29, 2018. Discussed the recent Tri-City Board meeting. Water Carnival staffing will be bolstered to cover increased response levels. Hoyt Lakes was offered the opportunity to host the North East Regional EMS Managers meeting August 28, 2018.

Recreation/Golf/Arena Supervisor West: Baseball season is winding down this week. Fall sport sign-ups will begin mid-August. The Golf Course has been busy with both local and out of town patrons. Arena ice will go on mid-August. Upcoming Arena events are a goalie camp, MN Iron Ranger camp and a youth camp. Reminder that the beach will be closed during Water Carnival with NO lifeguards on duty.

City Clerk-Treasurer Burich: Reported Primary Elections are coming up and absentee voting. Filing for City Officers: Mayor and 2 City Council members July 31 – August 14, 2018.

6. Council Reports:

Councilor Vreeland: Provided updates on Blight, recent Joint Water meeting, and Planning/Zoning meeting. There will be an upcoming public hearing meeting, most likely in August, to discuss a possible ordinance for golf cart use.

Mayor Skelton: Noted the upcoming blood drive at Northland Village on August 6. We received notice from C&B Warehouse that they will no longer sell fuel at Palm's Town Pump as of September 1, 2018 and we will need to search for other options. Moved by Mayor Skelton, supported by Councilor Zins, to get quotes from other vendors and have Director Nelson investigate possible options to have a fuel source at the City garage. Motion carried.

7. Moved by Councilor Zins, supported by Councilor Holter, to approve conditional offer of part time employment as recommended by the Hiring Committee to the following internal personnel as Firefighter-Paramedics, with a potential start date of July 24, 2018, rate of pay at \$21.00/hour, pending completion of the required City testing: Melanie Olmstead, Steve Schmoll, Josh Petersen, Cody Hanson. Motion carried. It was noted by Director Theodore that they are all current licensed employees.
8. Moved by Councilor Vreeland, supported by Councilor Zins, to adopt City of Hoyt Lakes Resolution 2018-011, A Resolution Authorizing the City of Hoyt Lakes to make Application to and Accept Funds from the IRRRB FY2019 Development Infrastructure Gant Program for the Andover Road Project. Motion carried.

9. Moved by Councilor Vreeland, supported by Mayor Skelton, to approve the Agreement for Professional Services dated June 21, 2018 between the City of Hoyt Lakes and Short Elliot Hendrickson (SEH) for grading and drainage for residential yards in the amount of \$5,800 and to authorize the Mayor and City Clerk-Treasurer to execute. Motion carried.
10. Discussed an opportunity for the City to purchase a 2009 Chevrolet Tahoe from the East Range Police Department at an affordable cost to be used for intercepts and emergency responses. Moved by Councilor Zins to purchase vehicle in the amount of \$7,000, which includes all computer equipment. There was continued discussion on vehicle condition and a request to have it inspected by our City mechanic. Councilor Zins revised his motion to approve the purchase of a 2009 Chevrolet Tahoe from the East Range Police Department in the amount of \$7,000 pending evaluation of roadworthiness, supported by Councilor Holter. Motion carried.
11. Golf Course Supervisor West discussed phone/internet service at the golf course, which has been without service for 28 days. Frontier has been unable to respond in a timely manner. Clubhouse Manager Dan Darbo researched and found Hughes/net would be suitable and at 60% less cost than Frontier. There was discussion on the terms and contract. City Attorney Brunfelt said there is minimal risk and supported it. Moved by Councilor Vreeland, supported by Councilor Holter, to authorize proceeding with the Hughes/Net contract for phone/internet service at the Golf Course. Motion carried.
12. The City Council and City Attorney reviewed a proposal from American Engineering Testing, Inc. dated July 18, 2018 in the amount of \$4,000 for construction testing services at the Wastewater Treatment Facility, Phase 2 Rehabilitation; they also reviewed a proposal from Bolten & Menk dated July 17, 2018 at an hourly not-to-exceed cost of \$6,800 for monitoring the State and Federal Wage Compliance requirements for Phase 2. Moved by Mayor Skelton, supported by Councilor Zins, to approve the contract with American Engineering Testing, Inc. dated July 18, 2018 in the amount of \$4000 subject to City Attorney Brunfelt's final approval of any changes. Motion carried. Motion made by Councilor Holter, supported by Mayor Skelton, to approve Bolten & Menk contract dated July 17, 2018 at an hourly not-to-exceed cost of \$6,800 for monitoring the State and Federal Wage Compliance requirements for Phase 2 with typographical error corrected and subject to City Attorney Brunfelt's final approval. Motion carried.
13. Moved by Councilor Zins, supported by Mayor Skelton, to adjourn at 7:33 p.m. Motion carried.

Mark Skelton
Mayor

ATTEST: _____
Rebecca J. Burich
City-Clerk-Treasurer