

Minutes of Adjourned Council Meeting
Monday, September 16, 2019
City of Hoyt Lakes, Minnesota

1. The Hoyt Lakes City Council met in adjourned session on Monday, September 16, 2019 at 5:00 p.m. Those present: Mayor Chris Vreeland; Councilors: David Zins, Brian Ceglar, Dan Popp; Absent: Councilor Roald Chip Holter. City staff also present: Campground Manager Patricia Rhode, Fire Chief Tony House, Assistant Fire Chief Jereme Dahmen, Assistant Ambulance Director Melanie Olmstead, and EMT Paul Carland.
2. Councilor Ceglar and Brent Mathison, Mesabi East Youth Hockey Association, discussed the Association's current arena agreement and the ability of the Association to rent out ice and collect all revenue during the first month.
3. After much discussion with Fire Chief House, Councilor Zins moved, supported by Councilor Popp, to approve the quote dated August 5, 2019 of Emergency Apparatus Maintenance in the amount of \$30,050 for repair on Fire Department Engine 1 and Engine 12 out of the 2019 Fire Department budget. Motion carried. Chief House also requested a set of keys for all City buildings.
4. Campground Manager Patricia Rhode discussed the rules and regulations for the 2020 camping season; the City Council discussed no refunds being issued for any reason, with the first day campsite rental fee to be non-refundable. The City Clerk was directed to update the rules and add to the September 23, 2019 City Council meeting agenda for further review and approval.
5. The City Council reviewed the recommendation of ERPD Chief Soular for an increase of 8% or \$37,271 for the City of Hoyt Lakes contribution toward payment of the cost of law enforcement for the budget year 2020.
6. Moved by Councilor Popp, supported by Councilor Ceglar, to adopt City of Hoyt Lakes Resolution 2019-023, "A Resolution Amending Service Charges and Fees for the City of Hoyt Lakes effective January 1, 2020" (full Resolution on file with the City Clerk-Treasurer). Resolution adopted unanimously.
7. The City Council discussed full time staffing at length. Mayor Vreeland recommended to immediately post for a temporary fill in public works crew leader for instances when the current crew leader is gone due to vacation and compensatory time off and with the upcoming retirement of the Public Works Director. Councilor Ceglar moved, supported by Councilor Zins, to approve the internal 10-day job posting for temporary fill in Public Works Crew Leader, with this position in charge at the Public Works Department when the current Crew Leader is gone, receiving that position pay during those time periods. Motion carried.
8. With the upcoming retirement of Public Works Director Nelson, the City Council discussed internal/external advertising for that position and directed the City Clerk to prepare such notice and add to the Monday, September 23, 2019 regular City Council meeting agenda.
9. The City Council discussed at length the City Clerk's Office request to advertise for a new part time Administrative Clerk II working 24 hours per week at a wage of \$18.00/hour due to work overload and to create more efficient operation in the Clerk's office. Councilor Zins moved, supported by Councilor Popp, to approve the job description and advertising for the part time position of Administrative Clerk II for the City Clerk's Office. Motion carried.

10. Moved by Councilor Zins, supported by Councilor Ceglar, to adopt City of Hoyt Lakes Resolution 2019-024, "A Resolution Amending the Part-Time, Temporary and Seasonal Employee Wage Schedules" effective January 1, 2020 (full Resolution on file with the City Clerk-Treasurer). Resolution adopted unanimously.
11. Councilor Popp moved, supported by Councilor Ceglar, to approve upgrades to Fisherman's Point website for a more modern layout and to allow people with mobile phones to more easily navigate the site for making reservations; also to approve an upgrade to the credit card system used a City Hall and removal of PayPal. Motion carried.
12. Councilor Ceglar moved, supported by Councilor Popp, to approve the 2020 Capital Budget in the amount of \$571,504. Motion carried.
13. Moved by Councilor Ceglar, supported by Councilor Popp, to approve the 2020 Street and Utility Reconstruction Project with a preliminary cost estimate of \$1,525,182 with no special assessments. Motion carried.
14. The City Council reviewed the proposed 2020 City budget at length with a recommendation to approve a 5% levy increase for 2020. The City Clerk was directed to prepare the required resolutions and St. Louis County levy certification for approval at the September 23, 2019 City Council meeting.
15. Councilor Ceglar moved, supported by Councilor Popp, to schedule the Truth and Taxation Public Hearing on Wednesday, December 11, 2019 at 5:00 pm. Motion carried.
16. Moved Councilor Ceglar, supported by Councilor Zins to adjourn at 8:00 pm. Motion carried.

Chris J. Vreeland
Mayor

ATTEST: _____
Rebecca J. Burich
City Clerk-Treasurer