

**Minutes of Regular Council Meeting
Monday, January 13, 2020
City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in regular session on Monday, January 13, 2020 at 6:30 p.m. Those present: Mayor Chris Vreeland. Councilors: Daniel Popp, Roald Chip Holter, Brian Ceglar, David Zins. City staff also present: City Attorney Mitch Brunfelt, Rebecca Burich, Ken Snetsinger, Jake Berndt, Josh Petersen.
2. Moved by Councilor Ceglar, supported by Councilor Zins, approving the following items from the consent agenda:
 - Item 4 Regular City Council meeting minutes of December 23, 2019;
 - Item 8 Filing of correspondence:
MN Public Utilities Commission – MN Power authority to increase rates for electric service;
Saint Louis County – Proposed sale of State Tax Forfeited Land – 214 Cambridge Road;
2018 Water Fluoridation Quality Award received from US Dept. of Health and Human Services;
Mesabi Daily News, Hometown Focus – Official Newspaper bids;
Saint Louis County Public Works Department – January 3, 2020 notification of possible strike;
MN Teamsters Public & Law Enforcement Employees’ Union Local 320, State of Minnesota –
January 6, 2020 request to City remain neutral throughout towards county roads;
Hoyt Lakes Fire Department – January 8, 2020 meeting minutes.
 - Item 9B Reminders – Joint City Council meeting with Aurora – January 14, 2020 – 5:00 p.m.;
Adjourned City Council meeting: January 27, 2020 – 5:30 p.m. Staffing and Request for pickup –
Public Utilities Dept.
 - Item 10C To approve the City of Hoyt Lakes Pay Equity Compliance Report for 2020.
 - Item 11 Receipts, claims and payroll:
Receipts: \$1,052,931.67
Claims: \$163,082.52
Payroll Earnings: \$52,645.27
Payroll Employer Costs: \$7,270.53
Payroll Total: \$59,915.80
Total Claims & Payroll: \$222,998.32
Motion Carried.
3. Guests and Citizens Forum:
Ranger Snowmobile/ATV Club – Roy Beauregard and Bob Turk were present to advise of a trail change between Aurora and Biwabik. Permission has been granted from the Department of Transportation; however, a letter of recommendation and a Resolution from the City is required to proceed as legal sponsor. A motion was made by Councilor Holter, supported by Councilor Zins, to adopt City of Hoyt Lakes Resolution 2020-001, A Resolution Authorizing Execution of a Limited Use Permit for the multi-use trail in the State Highway 135 North of Aurora on the East and West side for 1,000 feet between the City of Hoyt Lakes and the Commissioner of Transportation, State of Minnesota and also approving letter of support. Resolution adopted.
4. Department Reports:
Public Works Supervisor Snetsinger provided updates on the LED lighting upgrade at the EMS building, repairs on ambulances and squads, equipment demolition and campground projects. He also advised that he is researching best options for a future grader replacement.

Public Utilities Supervisor Berndt provided updates on repairs and projects at both the Water and Wastewater plant.

Ambulance Director Petersen shared there were 79 runs the month of December, which is an increase of 8% from 2018. Updates were provided on staffing and training. An end of year report is in process and should be completed by end of next week.

5. Council Reports:

Councilor Zins attended a recent meeting with fire and ambulance staff and state officials on recruiting and retention of emergency service employees. He also attended the recent meeting in Hoyt Lakes regarding the Level-3 sex offender. If anyone has questions they should contact the East Range Police Department.

Councilor Holter thanked Terry and Larry Olmstead for their hard work for the ice candles at the cemetery over the holidays, along with Holly Gross for singing. He asked if the City would be able to help next year in snow removal to easier locate grave sites. He also requested having the position of City Administrator put on the agenda for the special meeting on January 27, 2020.

Councilor Ceglar provided an update on Pickleball at the arena. A new schedule will be published soon in the East Range Shopper. There will be an Arena Committee meeting on January 20, 7:00 p.m. at the Arena. More participation is needed or the committee will be discontinued. All are welcome with any ideas. Mark Goerdt has accepted the Youth Sports Coordinator position.

Councilor Popp provided updates on projects at both the campground and golf course. He thanked the many volunteers for their help and donations at the golf course.

Mayor Vreeland shared information on recent setbacks for Polymet permitting.

6. Brian Guldan of Bolten & Menk was present to provide further information on the Wastewater Treatment Facility Rehabilitation and also a GIS presentation. A motion was made by Councilor Popp, supported by Councilor Ceglar, to approve the addition of the new trickling filters and mechanical screen to the project design scope for the mercury filters, design scope and engineering in an hourly not to exceed fee of \$288,850. Motion carried.

Shannon Sweeny of David Drown Associates offered information on both PFA and financing options for the Wastewater project. Current interest rates were discussed. He will prepare a proposal.

7. Request of AFSCME Basic Unit to reschedule Labor Negotiations (union rep not available on January 27). After potential dates were discussed a motion was made by Councilor Ceglar, supported by Councilor Holter, to meet February 10, 2020 at 5:00 p.m. Motion carried. A motion was made by Ceglar, supported by Councilor Popp, to change the time of the January 27, 2020 adjourned City Council meeting to 5:00 p.m. Motion carried.
8. Moved by Councilor Holter, supported by Councilor Popp, to approve the 2020 Voluntary Assessment for Environmental Action Fund in the amount of \$599 to the Coalition of Greater Minnesota Cities to participate in rulemaking and legal challenges regarding water quality regulations, water infrastructure funding. Motion carried.
9. Electronic Sign:
- The Mayor provided a handout for possible design options. The Hoyt Lakes Chamber will continue to work with the City on design and location options. Library Director Sowers will conduct an online survey for input from the public on sign location. The Mayor will work with local businesses on donations and invite Mesabi Sign to come to our January 27, 2020 meeting.
10. Moved by Councilor Zins, supported by Councilor Popp, to approve quotes of Bound Tree for two (2) ventilator automatic auto-vents (\$6,419.98) and two video laryngoscopes (\$5,805.94) for Ambulance Department; 2020 budget items. Motion carried.

11. City Reorganization:

A motion was made by Councilor Ceglar, supported by Councilor Zins, to make the following position appointments relative to the 2020 City Reorganization:

City Clerk-Treasurer – Rebecca Burich
Library Director – Susan Sowers
Golf/Recreation/Arena Supervisor/Assistant Weed Inspector – Wayde West
Public Works Supervisor – Ken Snetsinger
Public Utilities Supervisor – Jake Berndt
Electrical Inspector – State of Minnesota
Animal Control Officer – Jed Olmstead
Zoning Officer – Matthew Royseth
Planning Commission – Acting Secretary, Betsy Karkinen
City Assessor – St. Louis County
City Attorney – Colosimo, Patchin & Kearney Ltd.
East Range Police Department - Chief Tim Soular
Fire Department Officers: Chief – Anthony House, Assistant Chief – Jereme Dahmen, 3-Year Captain – Pete Wolner, 2-Year Captain – Nate Skelton; 1-Year Captain – Melanie Olmstead; Secretary-Treasurer – Ann Vreeland
Ambulance Director – Josh Petersen; Assistant Ambulance Director – Melanie Olmstead
Hoyt Lakes Economic Development Authority – Chairman – Chris Vreeland; Commissioners: David Zins, Brian Ceglar, Roald Chip Holter, Daniel Popp; EDA Clerk – Rebecca Burich.
Motion carried.

A motion was made by Councilor Popp, supported by Councilor Ceglar, to approve the following official depositories of City funds: First National Bank of Gilbert-Hoyt Lakes Branch, Wells Fargo, League of Minnesota Cities 4M Fund, and Raymond James and Associates. Motion carried.

A motion was made by Councilor Holter, supported by Councilor Zins, to designate the Mesabi Daily News as the 2020 official City newspaper. Motion carried.

A motion was made by Councilor Zins, supported by Councilor Popp, to approve the Mayor's Council Liaison appointments relative to the 2020 City Reorganization as follows:

Councilor Zins: Vice Mayor, Planning & Zoning, Fire/Ambulance, Personnel Committee, East Range Public Safety Board, Colby Ridge, RAMS.

Councilor Ceglar: Public Works/Utilities, Arena/Recreation, East Range Joint Recreation Committee, Trails, Hoyt Lakes Chamber of Commerce, League of MN Cities.

Councilor Holter: Library, Cemetery, Cable TV, Garden Club, Hoyt Lakes Chamber of Commerce; Iron Range Tourism Bureau, Hoyt Lakes Midway Renovation Committee, Ranger Snowmobile/ATV Club.

Councilor Popp: Colby Ridge, Fisherman's Point Campground, East Range Joint Powers Board-alternate, Golf Course, Blight, Youth in Action, Central Iron Range Brownfield Coalition, East Range Public Safety Board-alternate, East Range Community Advisory Panel.

Mayor Vreeland: East Range Public Safety Board, East Range Joint Powers Board, Personnel Committee, City Hall, Laskin Energy Park Management Team, RAMS, Range Mayors' Association, East Range Community Advisory Panel, Coalition of Utility Cities, Coalition of Greater Minnesota Cities, Economic Development, Local Weed Inspector.

Motion carried.

A motion was made by Councilor Popp, supported by Councilor Holter, to approve the regular City Council meeting dates as the 2nd and 4th Monday of each month at 6:30 p.m. with the exception of June, July and August during which the meetings will be held on the 4th Monday only at 6:30 p.m. Motion carried.

A motion was made by Councilor Ceglar, supported by Councilor Zins, to approve meetings of the Economic Development Authority following the regular City Council meetings on the 2nd Monday of each month with

the exception of June, July and August during which it would be the 4th Monday, when needed. Motion carried.

A motion was made by Councilor Zins, supported by Councilor Popp, to approve the transfers of funds from the General Fund to other funds as appropriate to cover deficits, interest allocation, cooperative ambulance share, and approved budget items. Motion carried.

12. Moved by Councilor Ceglar, supported by Councilor Popp, to approve the City of Hoyt Lakes employee expense account form effective January 1, 2020 to include the IRS standard mileage rate .575 per mile for business use and a change to covered meal expenses to a maximum reimbursement of \$10 for breakfast; \$15 for lunch; \$20 for dinner, with receipts required for all submitted expenses. Motion carried.
13. VEBA Contributions. With recent retirements there are questions on how VEBA contributions should be distributed. They were recently prorated based on employment end dates versus giving the first half contribution. Attorney Brunfelt recommended because there is no specific contract language, to pay the full first half. A motion was made by Councilor Ceglar, supported by Councilor Zins, to approve payout of the entire first half distribution to the two employees. Motion carried. Contract language will be updated to be more specific as to how this will be handled in the future.
14. Moved by Councilor Zins, supported by Councilor Ceglar, to approve the request of Michael Radtke for a leave of absence from the Fire/Ambulance Department due to a medical procedure on January 16, 2020, returning when he receives a doctor release. Motion carried.
15. Moved by Councilor Ceglar, supported by Councilor Popp, to adjourn at 7:33 p.m. Motion carried.

Chris J. Vreeland
Mayor

ATTEST: _____
Rebecca Burich
City Clerk-Treasurer