

**Minutes of Regular Council Meeting
Monday, March 23, 2020
City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in regular session on Monday, March 23, 2020 at 6:30 p.m. Those present: Mayor Chris Vreeland. Councilors: David Zins, Daniel Popp, Christine Peterson. Absent: Councilor Brian Ceglar. City staff also present: East Range Police Chief Tim Soular, City Clerk-Treasurer Rebecca Burich.
2. Moved by Councilor Zins, supported by Councilor Peterson, to approve the amended agenda. Motion carried.
3. Moved by Councilor Popp, supported by Councilor Zins, approving the following items from the consent agenda after Councilor Popp requested removing the Animal Control Officer report for further discussion:
 - Item 4 Regular City Council meeting minutes of March 9, 2020.
Special City Council meeting minutes of March 8 and 11, 2020.
 - Item 8 Filing of correspondence:
2020 Blight report
 - Item 11 Receipts, claims and payroll:
Claims: \$150,741.37
Payroll Earnings: \$72,813.89
Payroll Employer Costs: \$7,621.77
Payroll Total: \$80,435.66
Total Claims & Payroll: \$231,177.03
Motion Carried.
4. Guests and Citizens Forum:
None.
5. Department Reports:
ERPD Chief Soular reported on meetings of the East Range COVID-19 Response Team consisting of the Cities of Hoyt Lakes, Aurora, Biwabik, Town of White, Mesabi East School and Northern Pines-Essentia Health. He advised if citizens need help to call 225-2000 and to also not be shy about dialing 911 as these calls go directly to the squad.
6. Council Reports:
Councilor Zins reported that the Fire/Ambulance Department will be conducting training online until further notice due to COVID-19 to avoid large groups in small quarters. Councilor Popp asked residents to check on the elderly in neighborhoods; Chief Soular has a list of people willing to help out and residents can call 218-225-2000 24/7 if the need arises. He discussed reports of loose dogs roaming through town on a frequent basis and will speak to the Animal Control Officer to cite owners as per city ordinance. Councilor Peterson gave an update on Library services during COVID-19 and advised that the survey on child care through the East Range Joint Powers Board/Northspan Group is still available for input. Mayor Vreeland read a statement to the public regarding COVID-19.
7. Councilor Popp moved, supported by Councilor Peterson, to approve the February Animal Control Officer report. Motion carried.
8. Moved by Councilor Popp, supported by Councilor Zins, to delay the opening of Fisherman's Point Campground and the opening of the on-line reservation system due to COVID-19 until further notice. Motion carried.
9. The Recycle Center will remain open with an attendant present. All cardboard is to be placed outside the building for pickup by the attendant. Attendants will be gloved and residents are urged to comply with physical distancing while there.

10. The City Council will discuss the opening of the Golf Course and Clubhouse at the April 13, 2020 regular City Council meeting.
11. The City Council discussed procedures due to COVID-19 for the Local Board of Appeal and Equalization Meeting to be held on April 14, 2020 from 5:00 – 6:00 pm. Residents will be urged to submit appeals in writing and to also call the Assessor's office prior to the meeting. St. Louis County will be available by phone and the Board will more than likely meet electronically/telephonically due to the ongoing COVID-19 pandemic, as in person meetings are no longer practical or prudent.
12. Pursuant to the Minnesota Open Meeting Law, Mayor Vreeland declared that, due to the ongoing COVID-19 pandemic, in-person meetings of the City Council are no longer practical or prudent and, therefore, future City Council meetings during the pandemic will be conducted by telephone or other appropriate electronic means. City Clerk-Treasurer Burich will make the necessary arrangements for future City Council meetings during the ongoing pandemic to be conducted by telephone or other appropriate electronic means.
13. Attorney Brunfelt discussed the process for a City to declare a local emergency due to COVID-19 to ensure the City is able to take all necessary precautions and has put all the proper mechanisms in place in order to respond promptly and effectively to the pandemic and for the safety and health of the City's residents and employees. It will also satisfy requirements to be fully eligible for any emergency or disaster financial aid programs or distributions or any other types of financial aid programs or distributions from the State or Federal governments related to the pandemic.

Councilor Zins moved, supported by Councilor Peterson, to adopt City of Hoyt Lakes Resolution 2020-011, "A Resolution Declaring a Local Emergency Due to the Ongoing Pandemic Involving the Coronavirus, also Referred to as COVID-19 (full Resolution on file with the City Clerk-Treasurer). Resolution Adopted.
14. The City Council directed authority to Supervisors to direct employees to rotate shifts (possibly five on and five off) if necessary due to COVID-19.
15. Moved by Councilor Popp, supported by Mayor Vreeland, to approve permanent utilization of Field #2 at the three-field ballfield complex for a dog park with the park to be closed during Water Carnival and winter months. Motion carried.
16. Moved by Councilor Popp, supported by Councilor Zins, to approve the City of Hoyt Lakes grant application to the Department of Natural Resources 2020 Outdoor Recreation Program for Fisherman's Point Campground pending final review by the City Attorney and signature by the City Clerk-Treasurer. Motion carried.
17. Moved by Councilor Zins, supported by Councilor Peterson, to approve final request for payment of Scot Swan Logging in the amount of \$\$3,666.02 for Phase III Wastewater Facility Rehabilitation (can be reimbursement in mercury phase). Motion carried.
18. Moved by Councilor Peterson, supported by Councilor Popp, to approve advertising for part time/seasonal positions from approximately May 1 through September 30, 2020 with a deadline for applications on Friday 10, 2020 at 4:00 pm. Motion carried
19. Moved by Councilor Zins, supported by Councilor Peterson, to accept with regret the letter of resignation from Steven D. Schmolle effective March 12, 2020 from the Fire/Ambulance Department and that a letter of appreciation be sent. Motion carried.
20. Moved by Councilor Zins, supported by Councilor Popp, to approve the request for leave of absence from Raymond J. Shimmin dated March 11, 2020 to be effective immediately through June 1, 2020 from the Fire/Ambulance Department. Motion carried.
21. Mayor Vreeland Proclaimed April 2020 as Sexual Assault Awareness Month in the City of Hoyt Lakes.

22. Moved by Councilor Zins, supported by Councilor Peterson, to approve the 2020 liquor license renewal application of Daniel Darbo, d.b.a. Hoyt Lakes Golf Course, pending receipt of proof of insurance and approval the East Range Police Department. Motion carried.
23. Moved by Councilor Zins, supported by Councilor Popp, to adopt City of Hoyt Lakes Resolution 2020-009, "Grant Application to the Legislative Commission on Minnesota Resources (LCCMR) Environment and Natural Resources and Trust Fund to Design and Upgrade a Multi-Use Trail System on the East Iron Range." Resolution adopted.
24. Moved by Councilor Popp, supported by Councilor Peterson, to adopt City of Hoyt Lakes Resolution 2020-010, "A Resolution Authorizing the Negotiation, Execution and Delivery of Governmental Lease-Purchase Agreement No. 008-0730735-301 Dated March 17, 2020 in the Principal Amount not to Exceed \$19,881.95 between the City of Hoyt Lakes and TCF National Bank for a Toro Groundmaster for the Golf Course. Resolution adopted.
25. Moved by Councilor Zins, supported by Councilor Peterson, to approve the quote of Becker Arena Products dated March 9, 2020 in the amount of \$7,803.46 to carpet one locker room at the Arena (2020 Budget item; Sourcewell Purchasing Program Discount). Motion carried.
26. Moved by Councilor Zins, supported by Councilor Popp, to accept the resignation letter of Joshua Peterson dated March 20, 2020 as full time Ambulance Director and to remain employed as a part time paramedic effective immediately. Motion carried.
27. Moved by Councilor Zins, supported by Councilor Popp, to appoint Melanie Olmstead as full time Ambulance Director effective immediately. Motion carried.
28. Moved by Councilor Zins, supported by Councilor Peterson, to adjourn at 7:33 p.m. Motion carried.

Chris J. Vreeland
Mayor

ATTEST: _____
Rebecca Burich
City Clerk-Treasurer