

**Minutes of Regular Council Meeting
Monday, July 27, 2020
City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in regular session via Zoom/phone in due to COVID-19 on Monday, July 27, 2020 at 6:30 p.m. Those present: Mayor Chris Vreeland. Councilors: David Zins, Brian Ceglar, Daniel Popp, Christine Peterson. City staff also present: City Attorney Mitchell Brunfelt, City Clerk-Treasurer Burich, Library Director Sowers, Public Utilities Supervisor Berndt, Ambulance Director Olmstead, Public Works Supervisor Snetsinger, Recreation/Golf/Arena Supervisor West and Campground Manager Patti Rhode.

2. Moved by Councilor Zins, supported by Councilor Ceglar, approving the following items from the consent agenda. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

Item 3 Regular City Council meeting minutes of June 22, 2020
Special City Council meeting minutes of July 13, 2020

Item 7 Filing of correspondence:
League of MN Cities – Membership dues, no increase for 2021;
East Range Public Safety Board – June 8, 2020 meeting minutes;
Bolton & Menk – Preconstruction meeting minutes July 7, 2020;
SEH – 2020 Street/Infrastructure Improvements Project meeting minutes July 8, 2020;
MN Department of Health – Water sample analysis dated July 2, 2020;
MN Department of Health – Monitor schedule reminder dated July 2, 2020
MN Department of Transportation – letter dated June 25, 2020 regarding Off-Highway Trail Construction Project connecting Biwabik (no historic properties affected);
AFSCME Council 65 – letter dated June 15, 2020 regarding Amanda Metsa leave of absence;
Tri-City Ambulance meeting – June 23, 2020 meeting minutes/packet;
East Range Joint Powers Board – July 28, 2020 meeting agenda and monthly consultant report;
July Blight Report.

Item 10 Receipts, claims and payroll:
Receipts: \$1,028,961.23
Claims: \$854,692.20
Payroll Earnings: \$126,188.76
Payroll Employer Costs: \$16,210.13
Payroll Total: \$142,398.89
Total Claims & Payroll: \$997,091.09
Motion Carried.

3. Guests and Citizens Forum:
None

4. Department Reports:
Recreation/Golf/Arena Supervisor West shared that the Golf Course Clubhouse remodel is nearing completion and things went well at this weekend's tournaments.

Library Director Sowers shared that the recent Bingo at City Hall parking lot was well attended. The WIFI hot spots have been tested and are ready to be checked out. We are entering the final week of the summer reading program. Two drive-in movie nights are being planned for August 2 and 6 in the arena parking lot.

Public Works Supervisor Snetsinger provided updates on the street project, electronic sign, animal control building repairs, trail work and maintenance at the ball fields. He is also working with contractors on upcoming projects at City Hall and the campground.

Public Utilities Supervisor Berndt stated that summer maintenance items are near completion at both the Water and Wastewater Plants. Updates were provided on the Wastewater Treatment Facility Improvement Project. Curb-stops have been repaired on Suffolk.

Ambulance Director Olmstead shared their department had 93 ambulance runs for the month of June and are currently at 94 for the month of July. Updates were provided on grant funds, ambulance repairs, staffing and training.

City Clerk-Treasurer Burich reported that filing for City Offices opens July 28, 2020 and provided information on how to file. Absentee voting is going well and appointments are being accepted at City Hall for in-person voting.

City Attorney Brunfelt reviewed plans and proposals included in the meeting packet, all meeting with his approval, and will address them individually as follows on the agenda.

5. City Council Reports:

Councilor Popp provided updates on blight and expenses from the recent curb-side clean up. There is enough budgeted to provide another clean up this fall and it will be planned after road construction projects throughout town have been completed.

6. COVID-19:

There was discussion on how to proceed with the remainder of the camping season. Moved by Councilor Ceglar, supported by Councilor Zins, to re-open Fisherman's Point Campground reservations to all campers (no longer limiting camping to Mesabi East School District residents) with showers remaining closed. Roll Call: Ayes: Zins, Ceglar, Vreeland; Nays: Popp, Peterson. Motion carried.

City Buildings will remain closed at this time.

Moved by Councilor Peterson, supported by Councilor Popp, to approve the Revised Preparedness Plan – Governor Executive Order 20-81 to include face coverings. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

Cares Act Funding of \$148,797 expenditures were discussed.

7. Moved by Councilor Zins, supported by Councilor Popp, to approve City of Hoyt Lakes Resolution 2020-020, "A Resolution of Sponsorship – Extension of Moose Trail Biwabik to Gilbert". Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

Mayor Vreeland provided an update on the LCCMR presentation on July 30, 2020 regarding the Moose/Seven Beaver multi-use Trail Upgrade.

8. The Council discussed the proposal for services-Consultant City Engineering (Bolton & Menk) that was tabled on June 22, 2020. No action was taken.
9. There was discussion on the request of Randall C. Fury dated May 9, 2020 which was tabled June 22, 2020, for a plaque to be placed at Steven Chambers. There was a \$100 donation from Mr. Fury, however the cost will be more towards \$300. Public Works Supervisor Snetsinger will reach out to MN Power as they are owners of Steven Chambers.
10. Ambulance Director Olmstead provided an updated job description for the position of Assistant Ambulance Director/Training officer.

Moved by Councilor Popp, supported by Councilor Zins, to approve the job description of Assistant Ambulance Director/Training Officer, to include a minimum education and experience of two-years active service as an EMT/Paramedic with a licensed service. Roll Call: Ayes: Vreeland, Zins, Popp, C Peterson; Nays: None. Motion carried.

Moved by Councilor Peterson, supported by Councilor Popp, to post the position of Assistant Ambulance Director/Training Officer internally effective July 28, 2020. Roll Call: Ayes: Zins, Popp, Peterson, Vreeland; Nays: Ceglar. Motion carried.

Moved by Councilor Zins, supported by Councilor Peterson, to reimburse EMT Program Tuition to employees with the stipulation that you must remain employed with the City for a minimum of two years or reimburse the City the cost of the training. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

11. Moved by Councilor Zins, supported by Councilor Ceglar, to accept the quote of Lenci General Contractors in the amount of \$46,200.00 for the City Hall Renovation Project. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

12. Fisherman's Point Campground Restroom Project:
Public Works Snetsinger recently met with the contractors that handled the 2015 Restroom Project. There was discussion to move forward with the amount that was budgeted for this year and complete as much as possible, even though the grant was not approved. City Attorney Brunfelt advised two quotes will need to be sought for each part of the project.

Moved by Councilor Popp, supported by Councilor Ceglar, directing Supervisor Snetsinger to seek additional quotes for the Fisherman's Point Campground Restroom Project. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

13. Reminder budget meetings – August 10th and 25th, 2020; 5:00 PM.
14. Emily Major of S.E.H provided an update on the 2020 Street and Infrastructure Project and explained the application for Payment #2 and Change Order No. 2A. Moved by Councilor Popp, supported by Councilor Peterson, to approve application for Payment #2 and Change Order No. 2A to Mesabi Bituminous in the amount of \$572,353.76 (includes Change Order \$117,177.80). Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.
15. There have been inquiries on the possibility of purchasing the lots behind Leeds Road from the owners. Mayor Vreeland will further research platting issues and provide an update at the next regular Council meeting.

Moved by Councilor Zins, supported by Councilor Ceglar, to approve the purchase agreement with Raymond Royseth, Tract N and Tract O split PID 142-0070-01420 for \$3,000. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

Moved by Councilor Peterson, supported by Councilor Ceglar, to approve the purchase agreement with Eric Cromley, Tract L split PID 142-0070-01420 for \$1,500. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

16. Library Director Sowers presented guidelines for the new electronic sign. Moved by Councilor Peterson, supported by Councilor Zins, to approve the new electronic sign guidelines. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.
17. Brian Guldán, Bolton and Menk, provided clarification on the request of Gridor Construction, Inc. to pledge bonds in lieu of retainage to the City for Wastewater Treatment Facility Improvements. The bonds will represent 5% of the retainage on this project. The original pledge is for \$250,000. Moved by Councilor Zins, supported by Councilor Popp, to approve the request of Gridor Construction, Inc. for the Wastewater Treatment Facility Improvement Project and authorize signatures. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.
18. Moved by Councilor Ceglar, supported by Councilor Peterson, to approve the NTS Cost Estimate to conduct construction materials testing, inspection and documentation for the Wastewater Treatment Facility Improvement Project in the amount of \$14,412.00. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

19. Public Utilities Supervisor Berndt went over the bids received for the exterior re-paint of the Water Treatment Plant. He explained that it is a budget item and he would like to proceed with the bid by Fresh Blast, which is not the lowest bid. He explained the differences in the work and materials that would be provided by each. City Attorney Brunfelt advised as long as there are qualitative differences you could award to a higher bid.

Moved by Councilor Peterson, supported by Councilor Popp, to accept the bid of Fresh Blast for \$47,400 for the Water Treatment Plan Exterior Re-Paint (other bids: Swanson & Youngdale - \$27,377; Wasche Commercial Finishes - \$56,650). Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

20. Public Utilities Supervisor Berndt advised that the double man doors at the Water Treatment Plant are in need of replacing. He will gather further information and costs for the next regular Council meeting.
21. Councilor Popp asked the Campground Managers to bring their recommendations for the 2021 Seasonal Sites to the Budget Meeting they attend.
22. Moved by Councilor Ceglar, supported by Councilor Peterson, to adjourn at 7:53 PM. Roll Call: Ayes: Vreeland, Zins, Popp, Ceglar, Peterson; Nays: None. Motion carried.

Chris J. Vreeland
Mayor

ATTEST: _____
Rebecca Burich
City Clerk-Treasurer