

**Minutes of Regular Council Meeting
Monday, September 14, 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, September 14, 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 Works Supervisor Snetsinger, Public Utilities Supervisor Berndt, Ambulance Director Olmstead.

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

Item 3 Regular City Council meeting minutes of August 24, 2020;
Adjourned City Council meeting minutes of August 25;
Adjourned City Council meeting minutes of September 8, 2020 with corrected date change and addition to state that Councilor Popp opposed Campsite #3 being included as part of the Fisherman's Point 2022 – 2024 Manager Contract.

Item 7 Filing of correspondence:
Range Association of Municipalities and Schools – June 25, 2020 Board meeting minutes;
Blight officer – August report;
East Range Joint Powers Board – August 25, 2020 meeting minutes/packet;
Minnesota Department of Health – Quarterly water report.

Item 10 Receipts, claims and payroll:
Receipts: \$570,764.14
Claims: \$190,514.84
Payroll Earnings: \$120,327.30
Payroll Employer Costs: \$15,492.44
Payroll Total: \$135,819.74
Total Claims & Payroll: \$326,334.58
Motion Carried.

3. Guests and Citizens Forum:
None

4. Department Reports:
Library Director Sowers shared that the Library reopened on September 8, 2020. She explained COVID protocols are being followed and everything is going well. The outside food pantry has also been reopened. A cash donation was received for food supplies and AEOA will also be dropping off meal kits.

Public Works Supervisor Snetsinger provided updates on the cemetery, street projects, City Hall renovations and the Midway Project. During discussion on the City Hall renovations, Emily Major, SEH, stated she will be transferring to the Grand Rapids office and has enjoyed working with our City.

Public Utilities Supervisor Berndt shared that painting is taking place at the Wastewater Plant and advised that they will be flushing hydrants from September 21 to October 2, 2020.

Ambulance Director Olmstead stated there were 87 ambulance runs in August and will be interviewing for an EMT position next week.

City Attorney Brunfelt discussed agenda items 8D and 8E, City Storage Lot Resolutions and the City Hall renovation project. He stated the contract with Lenci Enterprises, Inc. for the renovations has been updated with corrected insurance information.

5. City Council Reports:

Councilor Ceglar advised that Youth Hockey 4 X 4 League began Sunday, September 13, 2020 and that Arena Supervisor West said things went great and COVID protocol was followed. Councilor Ceglar also shared that Mesabi East Youth Recreation programs will offer a variety of activities and will begin Saturday, September 19, 2020.

Councilor Popp provided an update on a recent CAP meeting he attended and shared information on Polymet and EPA Brownsfield grant cycles.

6. City Attorney Brunfelt and City Clerk-Treasurer Burich reviewed receipts and invoices for the Corona Relief Fund grant. Attorney Brunfelt feels there is strong foundation and rationale for all items being considered for submission. He advised to continue with back up documentation for all expenditures. Moved by Councilor Peterson, supported by Councilor Zins, to approve the current list of COVID expenses. Roll Call: Ayes: Zins, Ceglar, Peterson, Vreeland; Nays: Popp. Motion carried.
7. Councilor Popp provided information from the Minnesota Department of Housing for monies available to Minnesota residents to assist with housing and utility expenses. This information will be sent with next mailing of intent to assess letters for residents currently past due on their City Utility bill. Mayor Vreeland shared that while late fees on past due bills have been reinstated, water disconnections are still not taking place at this time.
8. Moved by Councilor Ceglar, supported by Councilor Popp, to approve surveying services with Benchmark Engineering, Inc, for the lots behind Leeds Road. Councilor Ceglar amended motion to include approving the Benchmark Engineering quote of \$5,360.00. Roll Call: Ayes: Zins, Popp, Ceglar, Peterson, Vreeland; Nays: None. Motion carried.
9. Moved by Councilor Ceglar, supported by Councilor Peterson, to adopt City of Hoyt Lakes Resolution 2020-026, "A Resolution to sell and convey to Craig Bjerke, the real estate described as follows: Tracts J and K, RLS 120"; Resolution 2020-027, "A Resolution to sell and convey to Eric Cromley, the real estate described as follows: Tract L, RLS 120"; Resolution 2020-028, "A resolution to sell and convey to Raymond Royseth the real estate described as follows: Tracts N and O, RLS 120"; and that the Mayor and City Clerk are authorized and directed to execute Warranty Deeds, and to execute all other necessary and appropriate documents to effectuate such conveyance. Roll Call: Ayes: Zins, Popp, Ceglar, Peterson; Nays: None; Resolutions adopted.
10. Moved by Councilor Zins, supported by Mayor Vreeland, to approve the contract with Lenci Enterprises, Inc. in the amount of \$46,200.00 for the City Hall Renovation Project with updated insurance information as advised by City Attorney Brunfelt. Roll Call: Ayes: Zins, Popp, Ceglar, Peterson, Vreeland; Nays: None. Motion carried.
11. Councilor Popp will correlate a date with Public Works Supervisor Snetsinger for a fall curb-side clean up. Councilor Ceglar suggested recruiting volunteers to assist. When a date is determined there will be advertising in the East Range Shopper and on the electronic message board.
12. Brian Guldan discussed the draft resolution committing to certain financial obligations in conjunction with Federal and State funding for the 2020 Wastewater Treatment Plant Project. Equipment replacement funds were also discussed, along with doing the rate increases in phases. Brian Guldan will provide an updated resolution to be approved at the next City Council meeting on September 28, 2020.

13. Moved by Councilor Ceglar, supported by Councilor Peterson, to adjourn at 7:21 PM. Roll Call: Ayes: Zins, Popp, Ceglar, Peterson, Vreeland; Nays: None. Motion carried.

Chris J. Vreeland
Mayor

ATTEST: _____
Rebecca Burich
City Clerk-Treasurer