

**Minutes of Regular Council Meeting
Monday, October 26, 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, October 26, 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, Deputy Clerk Snetsinger, Public Works Supervisor Snetsinger, Recreation/Golf/Arena Supervisor West.

2. Moved by Councilor Zins, supported by Councilor Ceglar, approving the following items from the consent agenda with correction to October 13, 2020 minutes, Number 5 City Council Reports; changing Councilor Zins statement form “there will be an interview on October 20, 2020 for an EMT position” to a Firefighter/EMT position. Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Motion carried.

Item 3 Regular City Council meeting minutes of October 13, 2020;
Special City Council meeting minutes of October 21, 2020.

Item 7 Filing of correspondence:
East Range Joint Powers Board – Disaster Relief Loan Program;
East Range Public Safety Board – September 14, 2020 meeting minutes;
RAMS – List of State Departments and Agencies;
East Mesabi Sanitation – Clean-up day summary dated October 21, 2020;
Animal Control Officer – September 2020 report;
Hoyt Lakes Public Library – July–September Board minutes.

Item 10 Receipts, claims and payroll:
Claims: \$540,153.96
Payroll Earnings: \$54,643.19
Payroll Employer Costs: \$7,419.69
Payroll Total: \$62,062.88
Total Claims & Payroll: \$602,216.84
Motion Carried.

3. Guests and Citizens Forum:
None

4. Department Reports:
Recreation/Golf/Arena Supervisor West shared that the Golf Course has closed and they are finishing up normal closing procedures. Things are busy at the arena with youth hockey activity. Locker rooms are open and all six are being utilized to ensure proper sanitation.

Public Works Supervisor Snetsinger provided an update on the sale of the ambulance chase vehicle. It was determined that it could be utilized by the Arena staff. The retaining wall project with CC Winger has started at Public Works. The electronic sign at the arena had part replacements, software updates and a new back panel installed. There is a five-year warranty on the sign. The brush pile at the Recycle Center was discussed along with ways to be more cost effective. Public Works will soon begin working on indoor projects.

Deputy Clerk Snetsinger provided information on absentee voting and the upcoming election. Participation in absentee voting has been high.

City Attorney Brunfelt reviewed agenda items for a resolution, Golf Course contract and Public Works position posting and found all in order.

5. City Council Reports:
Councilor Zins attended a Planning and Zoning meeting last week and advised the Commission is looking into updating Hoyt Lakes City Ordinance 152.034: Accessory Buildings and Structures. The changes would

address square footage, number of structures, building sizes and maximum total square footage allowed. Rules on storage containers as an accessory structure will also be addressed. City Attorney Brunfelt advised an amendment would need to be prepared, a notice published and a public hearing held prior to being adopted by the City Council.

Councilor Popp shared that the fall clean up was well utilized and thanked the Public Works and East Mesabi Sanitation staff.

Mayor Vreeland provided an update on Snowmobile Club grants to complete trails from Gilbert to Hoyt Lakes.

6. Matt Reid with SEH was present to provide an update on the 2020 Street & Infrastructure Improvement Project. The cold weather and snow have hindered work. There was a meeting October 23, 2020 with SEH, City Staff and the contractors to discuss final preparations before stopping for the winter season. There was discussion on concerns with concrete curing, winter plowing and possible damage to new curbs and how residents in that area should handle plowing their driveways. Matt Reid advised the warranty on the project will not begin until the final payment is made. Further discussions will take place with SEH, Supervisor Snetsinger and all contractors.
7. There was discussion on overages of square footage with sidewalk work. Matt Reid explained the changes. Moved by Councilor Popp, supported by Councilor Ceglar, to approve Application for Payment No. 5, Mesabi Bituminous, dated October 19, 2020 in the amount of \$207,464.65. Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Motion carried.

Moved by Councilor Ceglar, supported by Councilor Peterson, to remove the installation of a card access door entry system for \$18,526 per change order. Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Motion carried.

Moved by Councilor Zins, supported by Councilor Peterson, to approve change order with a reduction of \$6,500 to not replace two interior doors. Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Motion carried.
9. Due to the City Hall renovations, the City Clerk's Office will remain closed at this time. The outdoor skating rink at the arena will open, but the warming shack will remain closed. Supervisor Snetsinger will install outdoor benches.

There was discussion on re-opening the Community Building/Youth Center as small groups are requesting to resume their meetings. Moved by Councilor Ceglar, supported by Councilor Peterson, to re-open the Community Building with a maximum capacity of 50 and ensuring proper COVID-19 precautions are used and groups must provide a preparedness plan. Roll Call: Ayes: Zins, Ceglar, Peterson, Vreeland; Nays: Popp. Motion carried.
10. Councilor Popp discussed residents that continue to be non-compliant with blight. Moved by Councilor Popp, supported by Councilor Ceglar, to utilize contractors for clean-up of non-compliant residents and bill the resident for charges. Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Motion carried.
11. Supervisor Snetsinger reviewed two blueprints provided for the new campground bathrooms. Councilors were in agreement that the revised floor plan made better sense with the additional stalls. Supervisor Snetsinger will reach out to contractor TKDA to discuss further.
12. Moved by Councilor Ceglar, supported by Councilor Popp, to adopt City of Hoyt Lakes Resolution 2020-036, "A Resolution Placing Certain Parcels of Property Within the City of Hoyt Lakes on an Assessment Roll of Current Services". Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Resolution adopted.

13. Moved by Councilor Zins, supported by Councilor Peterson, to accept the Letter of Resignation from Amanda Klovstad dated October 20, 2020 from the Hoyt Lakes Fire/Ambulance Department effective November 3, 2020. Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Motion carried. A letter thanking Amanda for her service will be sent.
14. Moved by Councilor Popp, supported by Councilor Zins, to approve the Hoyt Lakes Golf Course Clubhouse Agreement between the City of Hoyt Lakes and Daniel Darbo for the opening of the 2021 and 2022 golf seasons. Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Motion carried.
15. Moved by Councilor Zins, supported by Councilor Ceglar, to approve the hiring of Daniel Dudley, Firefighter/EMS contingent on successful completion of the required City testing (background, physical, drug testing). Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Motion carried.
16. Moved by Councilor Ceglar, supported by Councilor Popp, to approve the internal posting and external advertising for full-time equipment operator with a deadline for receiving applications at 3:30 PM on Friday, November 13, 2020. Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Motion carried.
17. Mayor Vreeland shared a reminder that Election Day is next Tuesday, November 3, 2020.
18. Moved by Councilor Ceglar, supported by Councilor Peterson, to adjourn at 7:46 PM. Roll Call: Ayes: Zins, Ceglar, Popp, Peterson, Vreeland; Nays: None. Motion carried.

Chris J. Vreeland
Mayor

ATTEST: _____
Tammy Snetsinger
Deputy Clerk