

**Minutes of Regular Council Meeting
Monday, April 9, 2018
City of Hoyt Lakes, Minnesota**

1. The Hoyt Lakes City Council met in regular session on Monday, April 9, 2018 at 6:30 p.m. Those present: Mayor Mark Skelton, Councilors: David Zins, Chris Vreeland, Brian Ceglar, Roald Chip Holter. City staff also present: Michael Patchin, Floyd Nelson, Rebecca Burich, Jacob Berndt.
2. Moved by Councilor Ceglar, supported by Councilor Zins, approving the following items from the consent agenda:
 - Item 3 City Council meeting minutes of March 26, 2018.
 - Item 7 Filing of correspondence:
Range Association of Municipalities and Schools - February 22, 2018 meeting minutes;
Joshua Benda – letter dated April 3, 2018 declining Combination Specialist position;
Saint Louis County – 2018 Household Hazardous Waste Community Collection Schedule
May 10, 2018, Aurora Transfer Station, 10:00 am to 1:00 pm;
Michael J. Miller – letter dated March 27, 2018, Phase 3 Facility Rehabilitation;
Northeast Technical Services, Inc. – email dated April 3, 2018, Brownfields program;
Hoyt Lakes Fire Department – April 4, 2018 meeting minutes.
 - Item 8E Reminder of Local Board of Appeal and Equalization, Tuesday, April 10, 2018, 6:00-7:00 pm.
 - Item 9A Minnesota Lawful Gambling LG240B Application to Conduct Excluded Bingo for the Hoyt Lakes Water Carnival Committee, July 26-29, 2018 and to authorize the City Clerk-Treasurer to execute.
 - Item 10 Receipts, claims and payroll:
Receipts: \$177,583.45
Claims: \$162,980.45
Payroll Earnings: \$62,684.99
Payroll Employer Costs: \$7,341.20
Payroll Total: \$70,026.19
Total Claims & Payroll: \$233,006.64
Motion Carried.
3. Guests and Citizens Forum:
Michael Sterk, representing the Erie History Project, informed the City Council of an open house and display of historical exhibit at City Hall in Hoyt Lakes on Wednesday, May 2, 2018 from 2:00 to 7:00 pm; presentation and project updates will be given at 2:30, 4:00 and 5:30 pm and pre-sale book flyers will be available.
4. Department Reports:
EMS Director Theodore: 165 ambulance runs as of March 31, 2018; discussed status of advanced life support licensure and ambulance three repair; requested purchase of Intra Osseous equipment and supplies; requested a service plan for the City's Phillip's heart monitors to cover annual maintenance and breakage; discussed contacting the State Fire Marshall's Office and informed the City Council they will come up to meet with staff at no charge to review the League of Minnesota Cities position on fire departments and address questions.

Moved by Mayor Skelton, supported by Councilor Vreeland, to approve the purchase of Intra Osseous equipment and supplies (EZIO) in the amount of \$4,875.80 as quoted by Teleflex. Motion carried.

Moved by Councilor Vreeland, supported by Councilor Zins, to approve the Philips PCMS Agreement Quotation for warranty service on four heart monitors at a cost of \$6,693.27. Motion carried.

5. Council Reports:

Councilor Ceglar: Requested the City Clerk set up a joint recreation meeting with surrounding communities and a meeting with the Minnesota Iron Rangers to discuss the ice arena agreement for 2018-2019 hockey season. Councilor Holter: Requested the City Clerk follow up with Tony Bluhm, Public Works, on status of his research of renovating the beer garden picnic shelter; discussed a meeting with Fire Department staff, EMS Director and City Clerk with regard to the League of Minnesota Cities informational memo on the structure of fire departments.

6. Rachel LaCount, Northwoods Land Office, discussed the previously approved Leeds Road lot sale, Lot 6, Block 4, with the buyer now requesting cancellation with the concern of not being able to build a principle residence in the three-year building period. Moved by Councilor Ceglar, supported by Councilor Holter, to approve the cancellation of the Leeds Road lot sale, Lot 6, Block 4 and return of earnest money to the buyer. Motion carried.

Rachel LaCount, Northwoods Land Office, discussed a new offer for the purchase of Lots 9 and 10, Block 4, Leeds Road for \$3,000 with buyer requesting a five-year build period to construct a principle residence. After much discussion between the City Council and City Attorney, it was moved by Councilor Vreeland, supported by Councilor Zins, to approve the sale of Lots 9 and 10, Block 4, Leeds Road at \$4,000 for both lots with a three-year building period to construct a principle residence. Motion carried.

7. Matt Reid discussed the Street and Infrastructure Capital Improvement Plan, prepared by SEH, for streets and infrastructure within the City prioritizing improvements; this plan will act as a tool to assist the City in future budgeting and planning efforts to ensure streets and infrastructure are maintained in conditions that are properly functional and meet expectations of Hoyt Lakes citizens.
8. Moved by Councilor Zins, supported by Councilor Ceglar, to approve Application for Payment Number 11, Shank Constructors, Inc. dated February 23, 2018 in the amount of \$31,489 for Phase 1 Facility Rehabilitation, Wastewater Treatment Facility, and to authorize the Mayor and City Clerk-Treasurer to execute. Motion carried.
9. The City Council discussed the full time Combination Specialist position opening after an offer to a potential candidate was declined and the recommendation of the hiring committee to revise the job description to reflect obtaining a valid Minnesota Class B driver's license within 90 days of employment.

Moved by Councilor Vreeland, supported by Councilor Zins, to approve re-advertising the full-time position of Combination Specialist and revision of that job description to reflect the requirement to obtain a valid Minnesota Class B Driver's license within 90 days of employment, with a deadline for applications at 4:00 pm on Friday, April 20, 2018. Motion carried.

10. Moved by Councilor Zins, supported by Councilor Vreeland, to approve the 2018 City Archery Deer Hunt from September 15, 2018 through December 31, 2018 with the required proficiency testing to be held at the East Range Sportsman Club (Red Top location). Motion carried.
11. Moved by Councilor Holter, supported by Councilor Vreeland, to table the request of the Hoyt Lakes Water Carnival Committee for in kind services during this year's event in their letter dated April 2, 2018 for further information from Fire Chief House and EMS Director Theodore. Motion carried.

12. Moved by Councilor Holter, supported by Councilor Ceglar, to adopt City of Hoyt Lakes Resolution 2018-009, "A Resolution Calling on all Government Units and our County Government to Consider the Development and Adaption of a Dig Once Policy" and to authorize the Mayor and City Clerk-Treasurer to execute. Motion carried.
13. Moved by Councilor Vreeland, supported by Councilor Zins, to authorize advertising for bids on the Phase 2 Facility Rehabilitation Project at the Wastewater Treatment Facility with bid opening on May 15, 2018 and to authorize the Public Works Director and City Clerk-Treasurer to meet with Michael J. Miller, Engineer, to resolve concerns between the City's safety policy and the bidding documents. Motion carried.
14. Moved by Councilor Holter, supported by Councilor Zins, to authorize application to the Minnesota Department of Human Services related to funding the non-federal share of supplemental payments for Medicaid ambulance services authorized under Minnesota Statute's 256B.196 Subd.2(d), to authorize the EMS Director to provide the necessary records documenting financial transactions between the City of Hoyt Lakes and the commercial payers, and approve the Mayor and EMS Director to execute. Motion carried.
15. Moved by Councilor Ceglar, supported by Mayor Skelton, to authorize use of the Arena multi-purpose room at the non-profit rate of \$50 for the Minnesota Iron Rangers on May 19, 2018 for the Citywide rummage sale with the organization providing all clean up. Motion carried.
16. Councilor Zins discussed the Ready, Set, Go (RSG) Program, managed by the International Association of Fire Chiefs (IAFC), which is accepting proposals from career and volunteer fire departments for Wildfire Mitigation Grants in an effort to facilitate on-the-ground wildfire risk reduction in communities across the country. Departments can apply for a one-time grant for up to \$50,000 to buy equipment or implement/administer programs that reduce the risk of wildfire, with a cash match minimum of 10% of the award with a deadline of February 28, 2019. Councilor Zins will discuss in more detail with Fire Chief House for a need in Hoyt Lakes and bring back information to Council at a future meeting.
17. Moved by Councilor Ceglar, supported by Councilor Zins, to adjourn at 7:35 p.m. Motion carried.

Mark Skelton
Mayor

ATTEST: _____
Rebecca J. Burich
City Clerk-Treasurer