

**Agenda**  
**Regular City of Hoyt Lakes Council Meeting**  
**City Hall Council Chambers**

Tuesday, March 10, 2026  
5:30 pm

**1. ROLL CALL**

Councilors in attendance:  Grams  Jarvela  Eckman  Mathison  Mayor Scott  
ALSO PRESENT: Administrator Weiberg, Directors:

**2. PLEDGE OF ALLEGIANCE**

**3. CONSENT AGENDA**

\*Consent Agenda: asterisked items are routine, non-controversial, and/or have been discussed at a previous Council meeting. These items will be approved in one motion unless discussion is requested in which case the item will be considered in its normal sequence on the agenda.

**4. APPROVAL OF CITY COUNCIL MINUTES \***

- 4.1 Regular Council Meeting Minutes of February 24, 2026
- 4.2 Public Forum of February 24, 2026

**5. CORRESPONDENCE \***

- 5.1 East Range Cap Meeting Presentation
- 5.2 Library Board Meeting Minutes of January 20, 2026
- 5.3 Iron Range Mayors Letter to Governor Walz
- 5.4 Essentia Health Foundation

**6. FINANCIALS -\* 2<sup>nd</sup> Monthly Meeting**

**7. GUESTS/CITIZEN FORUM**

**8. REPORTS FROM STAFF**

City Administrator Weiberg  
Recreation Director Peterson  
Library Director Lammi  
Public Works Director Snetsinger  
Public Utilities Director Benda  
EMS Director Olmstead  
ERPD Chief Klovstad  
Fire Chief House  
Mesabi East Youth Sports Coordinator Mark Goerd  
City Attorney Joel Lewicki

**9. REPORTS FROM ELECTED OFFICIALS**

Councilor Grams  
Councilor Jarvela

Councilor Eckman  
Councilor Mathison  
Mayor Scott

**10. OLD BUSINESS - None**

**11. NEW BUSINESS**

11.1 Updated City Hiring Policy

11.2 Resolution 2026-007 Acceptance of Fiscal Agent Responsibility for Ranger Snowmobile Club Grant

11.3 Advertising the Cemetery Caretaker/Recycle Driver Vacancy

11.4 Advertising for the Summer Seasonal Employees

11.5 EMT-B Ann Vreeland's Resignation

11.6 Resolution 2026-006 Resolution of Application to the Drinking Water Revolving Fund for Regionalizing with the East Range Water Board.

**ADJOURNMENT**

Next Council Meetings:

Tuesday, March 24, 2026 at 5:00 pm – Public Forum  
Tuesday, March 24, 2026 at 5:30 pm – Regular Meeting  
Tuesday, April 14, 2026 at 5:30 pm - Regular Meeting

4.1

**Minutes**  
**Regular City of Hoyt Lakes Council Meeting**  
**City Hall Council Chambers**

Tuesday, February 24, 2026  
5:30 pm

**1. ROLL CALL – Meeting Called to order by Mayor Scott at 5:30 pm.**

Councilors in attendance:  Grams  Jarvela  Eckman  Mathison  Mayor Scott  
ALSO PRESENT: Administrator Weiberg

**2. PLEDGE OF ALLEGIANCE**

**3. CONSENT AGENDA**

\*Consent Agenda: asterisked items are routine, non-controversial, and/or have been discussed at a previous Council meeting. These items will be approved in one motion unless discussion is requested in which case the item will be considered in its normal sequence on the agenda.

**Motion by Jarvela; Supported by Grams to approve the consent agenda. All in favor;  
Motion passed unanimously.**

**4. APPROVAL OF CITY COUNCIL MINUTES \***

4.1 Regular Council Meeting Minutes of February 10, 2026

**5. CORRESPONDENCE \***

- 5.1 Al Hodnik Updated Map of Rajala Woods Foundation /CCC Pavillion
- 5.2 MM Public Facilities Authority 2027 Project Priority List
- 5.3 Rams – Congressman Stauber 2027 Local Community Projects List
- 5.4 MN Department of Education PLAC Travel Grant Award Letter

**6. FINANCIALS -\***

- 6.1 01.26 Combined Cash Investments
- 6.2 01.26 Balance Sheet
- 6.3 01.26 Fund Summary
- 6.4 01.26 Investments
- 6.5 Approval for Payments – Claims
  - a. Disbursements - \$250,027.55
  - b. Payroll - \$87,682.88
    - Payroll - \$76,122.25
    - Benefits - \$11,560.63
    - Insurance – 38,647.67

**7. GUESTS/CITIZEN FORUM**

**8. REPORTS FROM STAFF**

City Administrator Weiberg reported on a few projects that he and City staff have been working on. This includes:

- Working with the county and the engineering firm on Leeds Back Lots. Work is being done and the surveyor should be providing the county with the land survey for final review.

- Hoyt Lakes phone system upgrade has been kicked off. Once rolled out we estimate \$9,000.00 annual savings.

City Attorney Joel Lewicki – Nothing to report.

## 9. REPORTS FROM ELECTED OFFICIALS

Councilor Grams did not have anything new to report.

Councilor Jarvela provided an update on the East Range Joint Water Project and the technical meeting update. Dave also reported on the East Range Police Department's meeting with the City of Babbitt. Babbitt is looking for someone to partner with as their department is down to two police officers. They have also talked with the Saint Louis County as well as Ely.

Councilor Eckman attended the library board meeting and let everyone know about the Skibo Mills presentation which will be on February 16<sup>th</sup>.

Councilor Mathison had nothing to report but did let the Council know now that hockey season is winding down, he will be able to attend meetings regularly again.

Mayor Scott did not have anything new to report.

## 10. OLD BUSINESS - None

## 11. NEW BUSINESS

11.1 Hiring Committee Recommendation for Part-Time Administrative Clerk Position

**Motion by Grams; Supported by Mathison to accept the hiring committee's recommendation and offer the part-time Administrative Clerk position to Sheree Sweeney.**

## ADJOURNMENT

Next Council Meetings:

Tuesday, March 10, 2026 at 5:30 pm – Regular Meeting

Tuesday, March 24, 2026 at 5:30 pm – Public Forum

Tuesday, March 24, 2026 at 5:30 pm - Regular Meeting

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Brennan Scott, Mayor

ATTEST:

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Dean Weiberg, Administrator

# City of Hoyt Lakes Council Public Forum - Minutes

## City Hall Council Chambers

11.2

Tuesday February 24, 2026  
5:00 pm

### 1. ROLL CALL – Meeting called to order by Mayor Scott at 5:00 pm.

Councilors in attendance:  Grams  Jarvela  Eckman  Mathison  Mayor Scott  
ALSO PRESENT: Administrator Weiberg

### 2. PUBLIC FORUM

#### 2.01 City 2026 Priorities and Projects

Mayor Scott and Administrator Weiberg reviewed Hoyt Lakes's larger projects 2026. These include:

- Potential acquisition and development of the Boase school site. We are working with a development company to potentially turn it into residential housing in the future.
- Westover is due to the failed storm sewer which will require complete reconstruction. As part of this project the current RV Dump Station will be relocated to the east side of the road to allow for RV's to pull off the road. We are currently seeking funding for this project and the engineering has been completed.
- Joint Water Project to bring water from Aurora into Hoyt Lakes and decommission the current water treatment plant. This project is underway and will come online in Aurora late June of this year. Hoyt Lakes is Phase II of the project and is currently being engineered.

One resident addressed the Council and talked about past Councils, prior projects, and focus group meetings they used to have. Councilor Grams remembered attending it and might be something to consider again. They also expressed their trust with the current Councilors and Mayor and wanted to point out that everyone is more approachable than in the past (10 or 14 years ago).

Councilor Jarvela gave an update on the Joint Water Project and the technical committee meetings we have been attending. There is also a tour on February 25<sup>th</sup> of Aurora's new water treatment plant for elected officials.

### 3. ADJOURNMENT – Motion by Jarvela; Supported by Mathison for adjournment. Meeting was adjourned at 5:30 pm.

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Brennan Scott, Mayor

ATTEST:

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Dean Weiberg, Administrator



6.1

## East Range CAP Meeting Agenda

**Date:** Thursday, March 5, 2026

**Time:** 11:30 AM – 1:00 PM

**Location:** Wacootah Grille

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**11:30: Welcome & Lunch (10 min)**

**11:40: Community Updates (30 min)**

- Brief individual intros - Who are you and who are you representing.
- Brief updates from each participant on their organization or community

**12:10: Laskin Updates from Paul Undeland (10 min)**

**12:20: Wildfire Mitigation & Emergency Preparedness (30 min)**

- Josh Goutermont, Vice President, Minnesota Power Grid Operations

**12:50: Close & Feedback (5 min)**

- Invite feedback on the session

### **Next Session**

Thursday, April 2, 2026

11:30 am to 1:00 pm

Wacootah Grille (5798 Giants Ridge Rd., Quarry Clubhouse)



# EAST RANGE CAP

THURSDAY, MARCH 5, 2025  
WACOOTAH GRILLE  
11:30 AM - 1:00 PM

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## Agenda

- 
- Welcome & Lunch
  - Community Updates
  - Laskin Energy Center Updates
  - Wildfire Mitigation & Emergency Preparedness
    - Minnesota Power
  - Close & Feedback
- 



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# Community Updates

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Please share your name, title, and who you represent.

What are important updates from your organization?

Spring break plans?

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3

# Laskin Energy Center Update

- 
- Update from Paul Undeland
- 



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# THANK YOU

Please complete the feedback form & leave on your table or scan the code.

## East Range CAP



Paul Undeland - Manager - LEC/REC Business Operations



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## Agenda



- Laskin Update
  - Thermal Operations Summary
  - Production Update
  - Laskin Solar Summary
  - MP/ALLETE Updates
    - SWL&P Update
    - Bill Paying Assistance



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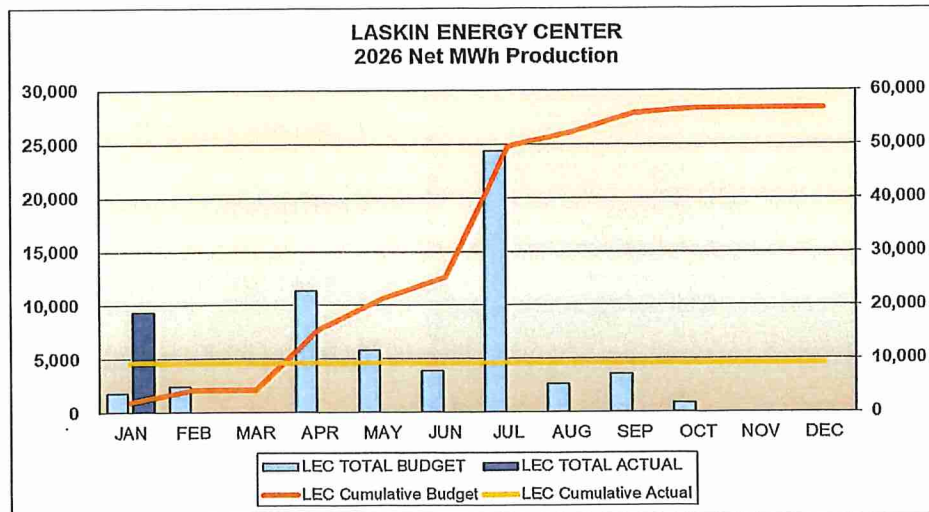
## Laskin Energy Center - 2026

- Safety
  - No safety events to report in 2026
- Environmental
  - No Environmental events to report 2026
- Operation
  - Generation levels above target
- Staffing – Fully Staffed



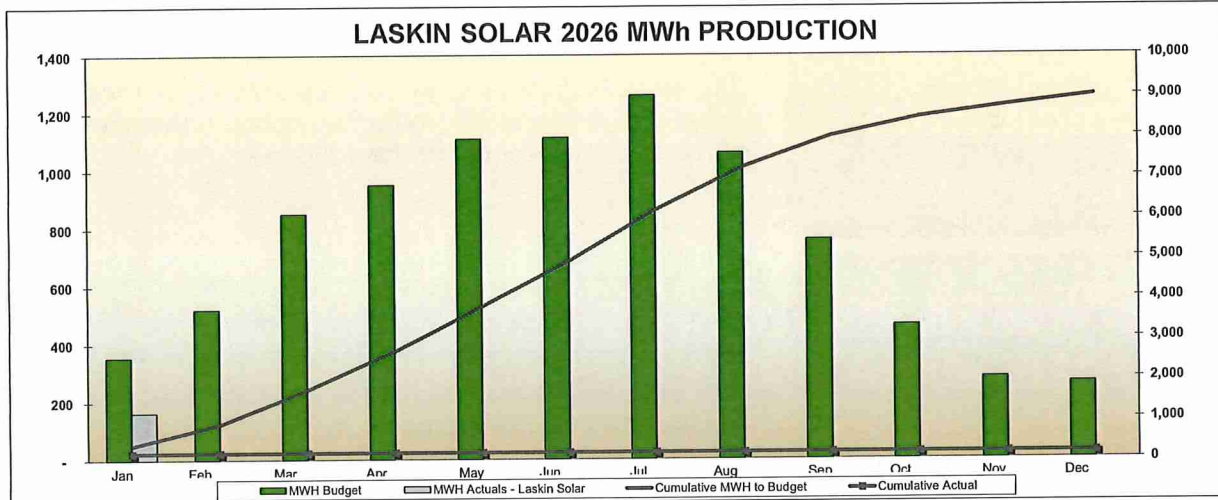
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## Generation Production for LEC



4

## Laskin Solar Production



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## SWL&P Update

The city of Superior announced its interest in taking over SWL&P's three utilities last year. *Natural Gas, Water, & Electric*

SWL&P is not interested in a takeover and wants to continue serving the people and businesses of Superior just as it has for the past 135 years.

SWL&P recently hired Concentric, an experienced and independent outside evaluator, to determine an approximate value.

It would cost the city of Superior between **\$274 million and \$306 million** to take over SWL&P's assets and create three new city-owned utilities.



6

## Minnesota Power expands bill-paying assistance

### One-time bill credit from land sales

- Through 2025 these land sales totaled \$72 million. The credit is expected to be about \$109 for the average residential customer and appear on bills later this year.

### CARE program expansion to \$2.5 Million

- CARE (Customer Affordability of Residential Energy) extending the program to as many as 500 more customers.
- CARE provides either a \$20 monthly flat discount or an affordability discount targeting a 3% energy burden

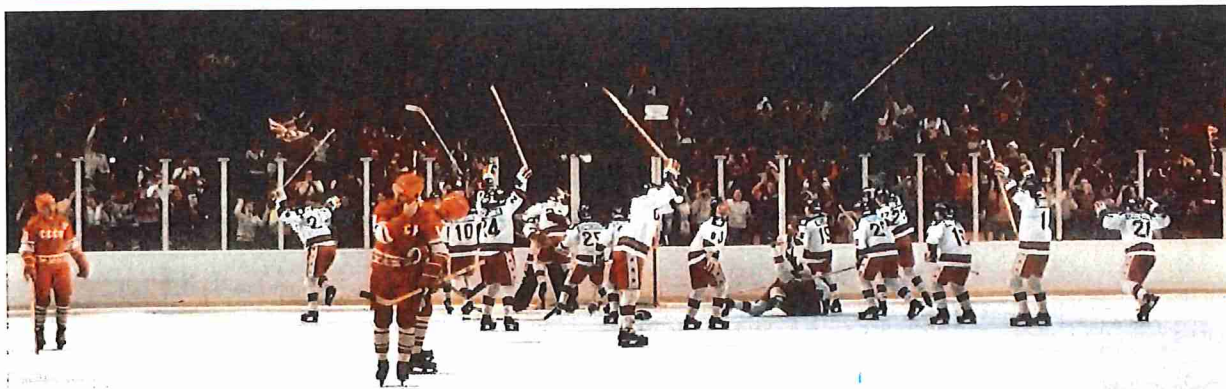


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## Minnesota Power expands bill-paying assistance

### Proposed On Track Program

- Designed for eligible residential customers behind on their bills.
- It offers a \$20 monthly flat discount and will match payments that customers with an active payment arrangement make toward their past-due balances.
- The \$3.1 million program will continue until funds are expended.



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# Questions



# Minnesota Power's Wildfire Mitigation Efforts



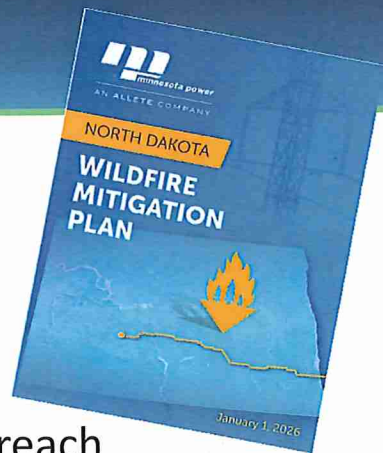
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## Wildfire Mitigation Plan

- 4 Key Pillars
  - Situational Awareness
  - System Preparedness
  - Operational Practices
  - Communication and Public Outreach

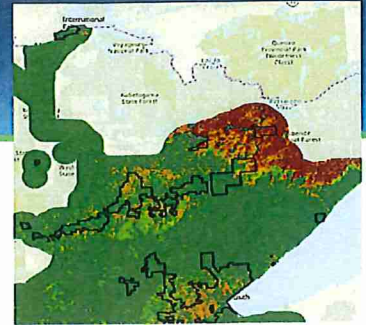


EnergyForward



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# Wildfire Mitigation Plan



## • Situational Awareness

- Fire Risk Areas:
  - Based on vegetation health, historical weather and fire data, and housing density
- Weather- Current and forecasted:
  - Integrations based on humidity, windspeed, and soil moisture triggers
- Future Opportunities:
  - Smoke detection cameras
  - Advanced system detection sensors



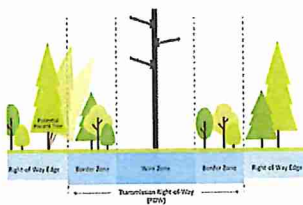
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# Wildfire Mitigation Plan



## • System Preparedness

- Vegetation Management
- System Inspections and Maintenance
- Asset Renewal & Hardening – Intelligent devices
- Undergrounding & Circuit design



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## Wildfire Mitigation Plan



- Operational Practices
  - Field Practices: hot-work , firewatch, fire suppression tools
  - System fault inspections
  - Enhanced Powerline Safety Settings (EPSS) & PSPS Public Safety Power Shutoff
  - Wildfire encroachment



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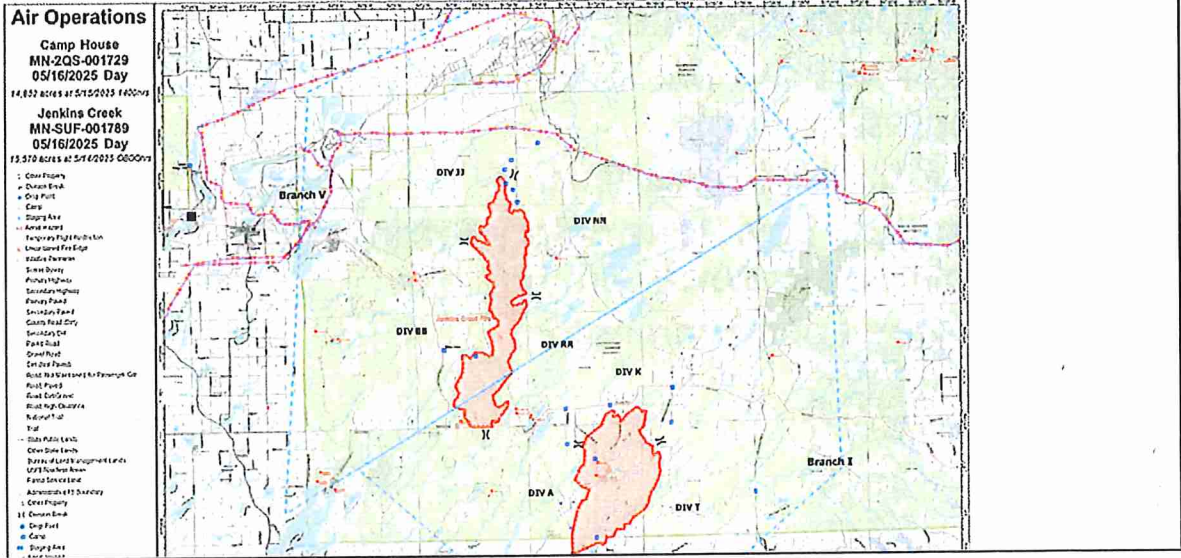
## Wildfire Mitigation Plan

- Communication and Public Outreach
  - Agency collaboration
  - Emergency coordination
  - Landowner outreach
  - Community engagement



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## 2025 Brimson Complex



7.

## 2025 Wildfires

### • Emergency Management Collaboration

#### Pre-Event

- Monitored wildfire activity and coordinated with local and state agencies
- Ready to engage with Incident Management Teams (IMTs) if activated

#### Active Participant:

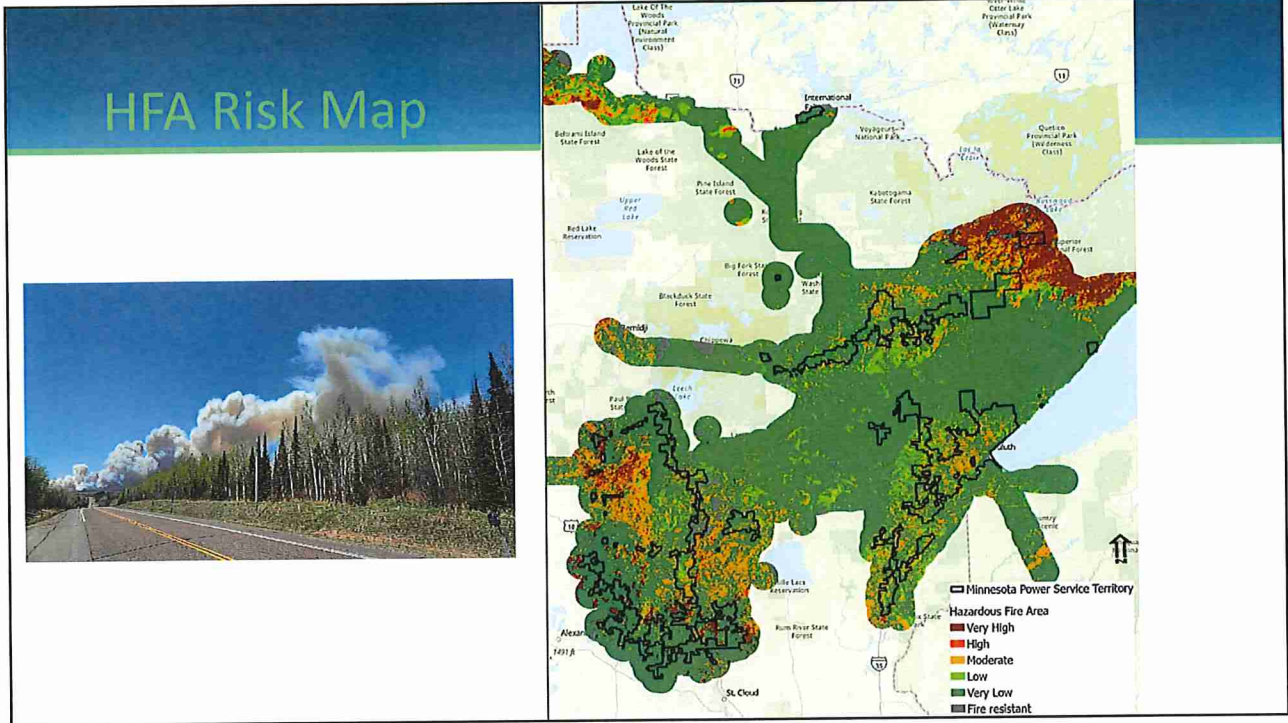
- Embedded with IMT for operational coordination and briefings
- Supported fire tracking and notifications
- Shared danger zone alerts and evacuation updates
- Facilitated community updates with local officials

#### Post-Event

- Led the After-Action Review and Improvement Plan (AAR/IP) process



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# Questions?

**minnesota power**  
AN ALLETE COMPANY

**EnergyForward**

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5.8

## HOYT LAKES PUBLIC LIBRARY

Jan 20, 2026

The meeting was called to order at 5:07 p.m. by Chair Holly Gross. Present: Sheri Zins, Shelly Leffel, Sarah Royseth, Michele Lammi and Council Liaison Jill Eckman. Sharon Nelson was absent for cause.

MINUTES from Nov 18 were read and approved. A motion was made by Shelly and seconded by Holly to approve the minutes with the addition of Liaison Jill Eckman present at the Nov mtg. Unanimously carried.

TREASURER'S REPORT AND NEW INVOICES: The Nov and Dec Treasurer's Report and new invoices were read and approved. A motion was made by Sheri and seconded by Shelly to approve the Treasurer's Report and new invoices. Unanimously carried.

LIBRARIAN REPORT: There were 6 Nov and 2 Dec new registrations. Local usage was 84% Nov and 85% Dec. TalkBox had 0 Nov and 3 Dec uses, Cricut had 0/0 and lockers had 1/0 uses. Downloadable items and Hoopla total 424 in Nov and 509 in Dec. Hoopla usage was 169/182. ILL's sent out were 118/143. ILL's received were 54/84. The total circulation for Nov was 1065 and Dec 1178. Computer usage was 45/46. 0/0 state park pass and 0/1 aquarium check outs in Nov/Dec. A motion was made by Shelly and seconded by Holly to approve the Nov and Dec Librarian's Reports. Unanimously carried.

### OLD BUSINESS:

1. Budget meetings: Council asked us the reduce book budget to \$12000 and programs to \$6000.
2. LEGO@the Library and Sit & Stitch will be discontinued for 2026 due to lack of participation.
3. 70 ppl signed up for the Adult Winter Challenge.
4. 8595 items were checked out in 2025 with 13 having not been returned with a cost of \$191.
5. The Mocktail Social was another huge success (36ppl). Programs in the works: Model Car Build event in April, a jigsaw puzzle competition and Summer Program: Plant a Seed, Read.
6. We received a \$2200 MN Dept of Ed grant for Nikki to attend the PLA conference in Apr.

### NEW BUSINESS:

1. Upcoming programs:
  - a. Exercise, Mons & Weds at 9:30am
  - b. Echoes Beyond the Pit Local History, Mike Sterk, Erie PreTac Plant, Jan 23 at 1pm
  - c. Snowman Wall Pocket class, MaryAnn Radtke, Jan 26 at 2pm.
  - d. Craft Supply Collection, Jan 28 – 31
  - e. Craft Supply Giveaway, Feb 2 – 7
  - f. Blind Date with a Book, Feb 2 - 27
  - g. Theater Thursdays, Feb 12 at 1pm, "Miracle"
  - h. Library closed, Feb 14 and 16, President's Day
  - i. Tuesday Creations, Love Your Library snack mix, Feb 17 at 11am
2. Update and adopt policies:
  - a. Unattended Children in the Library Policy: unanimous vote to table
3. Board term for 2026. Sheri moved and Shelly seconded to keep Holly as Chair and Sarah as Secretary. They both agreed so the motion passed unanimously.
4. Echoes Beyond the Pit Local History talks continue Feb-Stevens Chambers, Mar-Longyear Drill Site, Apr-CaneLakes on the 4<sup>th</sup> Fridays at 1pm
5. Student Page new hire expected to start Jan 31.
6. Public Library Assoc conference, April 1-3 in Mpls. Nikki and Michelle will attend 3/31-4/3.
7. There will be a pottery class in April-discussion was held regarding possible fee.

The next Library Board meeting will be Tuesday Feb 24, 2026 at 5:00pm.

A motion was made by Shelly and seconded by Holly to adjourn at 5:55pm. Unanimously carried.

Respectfully submitted,

Sarah Royseth

# IRON RANGE



5525 Emerald Avenue  
Mt. Iron, MN 55768  
Phone: 218.748.7651

***"Quality of Life through Community, Industry, Environment, Recreation, and Education"***

February 26, 2026

Honorable Governor Tim Walz  
Honorable Members of the Minnesota Legislature  
State Capitol  
St. Paul, Minnesota

**Dear Governor Walz, Minnesota State Representatives and Senators:**

As mayors of cities throughout Northeastern Minnesota, we are directly responsible for providing critical services, protecting public safety, and sustaining communities where residents and businesses can prosper. From this vantage point of day-to-day accountability, we feel compelled to share our serious concern with the state's current fiscal trajectory and the growing effects it is having on our cities and the people who depend on us.

We see firsthand how decisions made at the state level ripple outward. Cities across our region are experiencing reduced capacity to plan responsibly, maintain infrastructure, hire and retain employees, and sustain core services without placing additional strain on local taxpayers.

Northeastern Minnesota is a distinct, vital part of this state. Minnesota is one of the most diverse states in the nation, and our region is uniquely rooted in iron mining, forestry, tourism, and emerging resource development. These industries are not simply economic drivers — they are the foundation of our communities and our way of life. They allow our residents to live, work, and recreate within the region we call home.

Our communities have long supported this state and nation through our workforce, natural resources, and strong civic commitment. Northeastern Minnesota has always answered the call — through our workforce, our resources, and our deep sense of responsibility to the nation and to one another.

Northeastern Minnesota has unique economic and geographic characteristics that differ from other parts of the state. But as lifelong residents of this region, we know these industries, these lands, and these communities better than anyone.

We have balanced environmental stewardship with responsible resource development successfully in the past, and we will continue to do so into the future. Creating responsible, science- and fact-based legislation is paramount to the survival of our regional economy and Minnesota's long-term strength.

As mayors, we are asking for responsible, fiscally prudent leadership that recognizes the essential role cities play and the fiscal pressures we manage on the front lines of governance.

Many Minnesota cities are confronting significant property tax levy pressures. As mayors, we want to limit levy increases wherever possible, and Local Government Aid remains an essential component in helping communities manage costs while maintaining the services residents rely on.

At the same time, unfunded mandates and shifting responsibilities make it increasingly difficult for cities to balance budgets without passing additional burdens on to homeowners and businesses. This growing disparity between state fiscal decisions and local realities is unsustainable.

We seek responsible mining and development processes that are based not only on facts and science but also led by 21st-century technology. Our legislative priorities reflect this commitment and guide our decision-making in the industries of iron mining, precious metals, and helium extraction.

Our shared legislative priorities include:

- **Local Government Aid (LGA)**
- **Capital Investment (Bonding)** for water, sanitary sewer, roads and bridges, and lead service line replacement
- **Emergency Medical Services support and rural hospital stability**
- **Economic Development** through housing and workforce initiatives
- **Critical minerals and helium resource development**
- **Iron mining and forestry support**
- **Regulatory and environmental permitting reform** that enables responsible mining and sustainable growth

We extend our sincere appreciation to all the public officials who continue to advocate for fiscal discipline, pro-growth policies, and local government stability. Your work does not go unnoticed.

Thank you for your attention to these priorities and for your service to the people of Minnesota. We look forward to working with you to ensure that Northeastern Minnesota remains strong, resilient, and positioned for a prosperous future.

Respectfully,

**The Undersigned Mayors**  
Iron Range Mayors  
Northeastern Minnesota



Pete Hyduke, Mayor of Hibbing



Larry Cuffe, Mayor of Virginia



Adam Roen, Mayor of Eveleth



Peggy Anderson, Mayor, Mountain Iron



Heidi Omerza, Mayor of Ely



Andrea Zupanchich, Mayor of Babbitt



Karl Oberstar, Mayor of Gilbert



Tasha Connelly, Mayor of Grand Rapids



Mike Troop, Mayor of Calumet



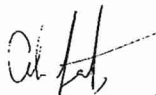
Jim Matthews, Mayor of Buhl



Doug Gregor, Mayor of Aurora



Brennan Scott, Mayor of Hoyt Lakes



Adam Lantz, Mayor of Chisholm



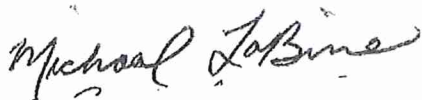
Steve Biondich, Mayor of Biwabik



Dan Manick, Mayor of Cook



Wade Leblanc, Mayor of Silver Bay



Mick Labine, Mayor of Keewatin



David Setterberg, Mayor of Tower

/ s /

Tad Farrell

Mayor of Floodwood



## Essentia Health Foundation

City of Hoyt Lakes  
206 Kennedy Memorial Dr  
Hoyt Lakes, MN 55750-1150

Dear Marketing-Charitable,

As the seasons begin to shift and we look ahead to spring along the North Shore, I hope this time of year brings a renewed sense of inspiration to you and everyone at City of Hoyt Lakes. At Essentia Health Foundation, we are turning the page toward a truly special evening — one that blends imagination, community, and purpose — and I am delighted to share it with you.

On Saturday, May 2, we invite you to step into an enchanted library at our upcoming Essentially Yours Gala, held at the Duluth Entertainment Convention Center. This unique evening will bring our community together in a setting inspired by storytelling and discovery, celebrating the meaningful impact philanthropy has on advancing compassionate, innovative health care across our region. Guests will enjoy an unforgettable night of dining, connection, and mission-focused moments — all while helping write the next chapter of care for our patients and families.

I'm reaching out today to offer you the opportunity to partner with us as a sponsor of this magical evening. Your support will help advance vital programs, technology, and services that ensure our neighbors can access exceptional care close to home. Together, we can continue building a healthier future for the communities we serve.

If you would like to learn more now about sponsorship opportunities, please feel free to contact me at [matthew.piede@essentiahealth.org](mailto:matthew.piede@essentiahealth.org) / 585-781-0774 or Cassie McIvor, Event Specialist/Program Manager, at [cassie.mcivor@essentiahealth.org](mailto:cassie.mcivor@essentiahealth.org) / (218) 786-5049. A copy of our sponsorship information is enclosed for your review.

We sincerely hope you will consider joining us for an evening where stories come to life and generosity turns the page toward hope and healing. Your partnership is a meaningful investment in the health and well-being of our community, and we would be honored to welcome you to the enchanted library this May.

Sincerely,

Chief Development Officer  
Essentia Health Foundation

2026 ESSENTIA HEALTH FOUNDATION

# ESSENTIALLY YOURS GALA



Essentia Health  
Foundation

SATURDAY, MAY 2, 2026 | DULUTH, MINNESOTA

## Sponsorship Opportunities

### ○ Exclusive Partner: \$40,000

Only one package available – be the official partner of the Foundation Gala!

- Top corporate host of our pre-Gala VIP reception, which will include Diamond level sponsors and above. You and your guests will join Essentia Health CEO Dr. David Herman, along with Essentia Health boards and leaders in hosting this intimate reception
- Recognition as top sponsor in ALL live and print media relations and mailings, including event invitations, which are mailed to over 10,000 local individuals and companies as well as on our social media platforms
- Top billing on the event LED stage monitors, reserved for our upper-level sponsors
- Live recognition during the program and full-page ad in dinner program
- Recognition on signage and in continuous multimedia show
- Two premier reserved tables and exclusive Gala gift for each attendee.

### ○ Entertainment Sponsor: \$30,000

This sponsorship will be responsible for the centerpiece of the entire evening – providing entertainment and visual effects at a new level. Sponsors at this level make it happen and take in the action from some of the best seats in the house.

- Exclusive opportunity for you to attend our pre-Gala VIP reception, which will include Diamond level sponsors and above. You and your guests will join Essentia Health CEO Dr. David Herman, along with Essentia Health boards and leaders
- Recognition as one of our top sponsors on event invitations, which are mailed to over 10,000 local individuals and companies as well as on our social media platforms
- Special recognition on the event LED stage monitors as the sponsor who helped secure the night's entertainment
- Live recognition during the program and full-page ad in dinner program
- Recognition on signage and in continuous multimedia show
- Two premier reserved tables and exclusive Gala gift for each attendee.

### ○ Diamond Sponsor: \$25,000

Make a statement in our philanthropic community and provide an unforgettable experience for your party as a Diamond level sponsor of our new Foundation Gala!

- Includes access to the pre-Gala VIP reception, which will include Diamond level sponsors and above. You and your guests will join Essentia Health CEO Dr. David Herman, along with Essentia Health boards and leaders
- Recognition as one of our top sponsors on event invitations, which are mailed to over 10,000 local individuals and companies
- Inclusion on the event LED stage monitors, which is reserved for upper-level sponsors
- Live recognition during the program
- Full-page ad in the dinner program
- Recognition on signage and in continuous multimedia show
- Two premier reserved tables

# Additional Sponsorship Opportunities

**Platinum Sponsor: \$15,000**

- Live recognition during the program
- Company name listed in program with all sponsors
- 1/2-page ad in the dinner program
- Recognition on signage and in continuous multimedia show
- One premier reserved table

**Gold Sponsor: \$10,000**

- Company name listed in program with all sponsors
- 1/4-page ad in the dinner program
- Recognition on signage and in continuous multimedia show
- One premier reserved table

**Silver Sponsor: \$5,000**

- Company name listed in program with all sponsors
- 1/8-page ad in the dinner program
- Recognition on signage and in continuous multimedia show
- One premier reserved table

**Bronze Sponsor: \$2,500**

- Company name listed in program with all sponsors
- Recognition on signage and in continuous multimedia show
- One premier reserved table

CONTACT NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

COMPANY NAME: (Please print name as you wish to be listed) \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**Yes! We plan on attending the Gala.** (Please print attendee names below)

_____	_____	_____
_____	_____	_____
_____	_____	_____

**We are unable to attend the Gala, but please accept and acknowledge our corporate sponsorship.**  
(You will receive appropriate recognition the night of the Gala via signage and a continuous slideshow of all corporate sponsors.)

**Check enclosed (Payable to Essentia Health Foundation) in the amount of: \$ \_\_\_\_\_**

**I will make my sponsorship gift securely online at: [EssentiaHealth.org/GalaSponsorship](http://EssentiaHealth.org/GalaSponsorship)**

## Questions for the team?

**Cassie McIvor**  
Events Specialist/Program Manager  
218-786-5049  
[Cassie.McIvor@EssentiaHealth.org](mailto:Cassie.McIvor@EssentiaHealth.org)

**Robin Pestalozzi**  
Executive Director  
218-786-5111  
[Robin.Pestalozzi@EssentiaHealth.org](mailto:Robin.Pestalozzi@EssentiaHealth.org)

**Please return completed form  
to our office for processing:  
Essentia Health Foundation  
502 E 2nd Street  
Duluth, MN 55805**



## City of Hoyt Lakes Hiring Policy

General Information: The City of Hoyt Lakes would like a uniform, consistent process for hiring employees for all departments.

### Vacancy:

When an employee resigns, retires, or is terminated, the City Council will indicate a need to hire for the position. The City Administrator will oversee the hiring process.

### Advertisement:

Advertisements for **full-time permanent positions** will be posted with the League of Minnesota Cities, the Mesabi Tribune, the City's official website, the City's Facebook page and the East Range Shopper; **part-time positions** will be posted with the East Range Shopper, the City's official website and the City's Facebook page.

Advertisements for both part-time and full-time positions may also be posted on the Duluth News Tribune, Indeed, LinkedIn and any other locations deemed appropriate by the City Administrator.

The City Administrator will determine the duration of each advertisement. Certain positions, such as firefighters, may remain continuously open for applications.

### Applications:

Applications that are substantially complete but contain minor clerical errors or minor omissions may, at the City's discretion, be accepted. Minor errors or omissions may include typographical errors, inadvertent blank fields that are not material to minimum qualifications, or the failure to attach a non-essential document.

The City reserves the right to determine whether an omission or error is minor. Omissions or errors that affect an applicant's eligibility, minimum qualifications, or required certifications will not be considered minor. Applications containing omissions or errors that are more than minor may be rejected. Examples of omissions or errors that are more than minor include but are not limited to: failure to include required documentation; omission of required certifications, licenses, or transcripts; and failure to complete required fields demonstrating that the applicant meets minimum qualifications.

Applications received after the established deadline will not be accepted.

All applicants shall utilize the same employment application. The City Administrator is responsible for updating and maintaining the employment application.

Application Scoring:

An application scoring committee consisting of the Personnel Committee, City Administrator, and Department Directors will score the applications for interviews for non-seasonal positions.

Applicant Written Testing:

For the Fire and EMS Department, written testing may be required. This test is not pass/fail, and is instead a ranked scoring between applicants.

Interview:

An interview committee consisting of the Personnel Committee, the City Administrator, and the respective Department Directors will interview applicants for non-seasonal positions within the following departments: Administration, Recreation, Golf, Arena, Public Works, Public Utilities, and full-time permanent positions within the Fire and EMS Department. Current employees may be asked to attend interviews, if deemed appropriate by the interview committee, to provide their insights and/or answer questions regarding the position.

An interview committee consisting of the Personnel Committee, City Administrator, Hoyt Lakes Fire Chief, and the Fire Chiefs of the Aurora and Palo Fire Department (or Assistant Chiefs of the Aurora and Palo Departments, if the Chief is unavailable) will interview for the Hoyt Lakes Fire Department Officer positions.

An interview committee consisting of three members of neighboring departments and two Hoyt Lakes Fire Department members will interview initial casual part-time Fire and EMS applicants.

Physical Agility Test:

Fire and EMS applicants will be subject to a physical agility test.

EMS Applicants: Two-person lift of a cot including Rescue Randy (180lbs) in to an ambulance. Three attempts allowed for each task.

Firefighter/EMS Applicants: Two-person lift of a cot including Rescue Randy (180lbs) in to an ambulance. Lift and hold Hurst Tool for a total of one minute and thirty seconds at shoulder height. Move Rescue Randy (180lbs) 25 yards in 45 seconds or less, in any manner without mechanical assistance. Wear self-contained breathing apparatus (SCBA) in a smoke filled or dark room for no less than five minutes. Climb to the top of a 35ft. two-stage ladder wearing full turnout gear. Stretch 100ft. of uncharged 1 ½ inch hose and operate nozzle at 80psi. Walk entire length of a 15ft, 4-inch-wide beam wearing full turnout gear without stepping off. Three attempts allowed for each task.

Reference Checks:

After the interviews, a member of the interview committee may contact references for the top three candidates (or all successful candidates for the Fire/EMS Department). If additional information is needed, or if the interview committee determines that further review is necessary, appropriate follow-up actions may be taken.

#### Recommendation to Hire:

After all pre-employment tasks are complete (written exam, interview, physical agility test, reference checks), the interview committee will make a recommendation to the City Council for hire.

#### Post-Hiring Requirements:

All full-time employees, firefighters, and EMS employees are subject to a Bureau of Criminal Apprehension or East Range Police Department background check, as well as a physical examination and drug testing.

Seasonal employees are subject to a driver's license check conducted by the East Range Police Department. Part-time employees are also subject to a driver's license check conducted by the East Range Police Department. Drug testing for part-time employees may be required if the City Administrator determines it is appropriate for the position.

#### Rehire of Employees:

Employees who left in good standing will be eligible for re-hire, subject to the above requirements. Firefighters or EMS employees who have current licensure are exempt from the written exam portion only.

#### Emergency Hiring:

The City Administrator has authority to hire temporary employees for no more than 30 days in an emergency situation.

#### Appointment of Interim Employees to Permanent Positions:

The City Council may, at its discretion, appoint an individual currently serving in an interim or temporary capacity to the corresponding permanent position without following the full hiring process described in this policy. This exception may be exercised under the following conditions:

The position is vacant, and the interim employee is actively performing the essential duties of that role;

The interim employee has served in the position for a sufficient period to allow meaningful evaluation of job performance;

The City Council determines that such an appointment is in the best interest of the City, based on factors such as continuity of operations, demonstrated competence, leadership, cost-effectiveness, and staff input;

A formal employment agreement or appointment resolution is approved by the City Council in a duly noticed public meeting;

This provision does not apply where appointment is otherwise restricted by statute, ordinance, or external contract (e.g., collective bargaining agreement).

Nothing in this section prohibits the City Council from choosing to follow the full hiring process even when an interim employee is eligible for appointment under this section.

#### Seasonal Positions:

Department Directors and the City Administrator will review applications for seasonal positions within their respective departments. If the Department Director requires additional information or

determines that it would be beneficial to conduct an interview with the City Administrator, they may proceed accordingly. Following the review and any necessary interviews, the Department Director will make a hiring recommendation to the City Council.



## City of Hoyt Lakes Hiring Policy

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Advertisement:

Advertisements for full-time permanent positions will be posted with the Mesabi Tribune, Duluth News Tribune, League of Minnesota Cities, East Range Shopper, and Minnesota Works. Advertisements for part-time positions will be posted with the Mesabi Tribune, East Range Shopper, and Minnesota Works. If the position is for the Fire or EMS Department, the Facebook page may also be utilized for advertisement. The City Administrator will determine the length of advertisement; some positions, such as firefighter, may always be open for application.

Applications:

All applicants shall utilize the same employment application. The City Administrator is responsible for updating and maintaining the employment application. If an incomplete application is received, the application will be discarded. Applications received after the deadline will be discarded.

Application Scoring:

An application scoring committee consisting of the Personnel Committee, City Administrator, and Department Head will score the applications for interview for non-seasonal positions.

Applicant Written Testing:

For the Fire and EMS Department, written testing may be required. This test is not pass/fail, and is instead a ranked scoring between applicants.

Interview:

An interview committee consisting of the Personnel Committee, City Administrator, and Department Head will interview the employees for the following departments: Administration, Recreation, Golf, Arena, Public Works, Public Utilities, and full-time permanent members of the Fire and EMS Department.

An interview committee consisting of the Personnel Committee, City Administrator, Hoyt Lakes Fire Chief, and the Fire Chiefs of the Aurora and Palo Fire Department (or Assistant Chiefs of the Aurora and Palo Departments, if the Chief is unavailable) will interview for the Hoyt Lakes Fire Department Officer positions.

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#### Reference Checks:

After the interview, a member of the interview committee will contact references for the top three candidates (or all successful candidates, for the Fire/EMS Department).

#### Recommendation to Hire:

After all pre-employment tasks are complete (written exam, interview, physical agility test, reference checks), the interview committee will make a recommendation to the City Council for hire.

#### Post-Hiring Requirements:

All full-time employees, firefighters, and EMS employees are subject to a Bureau of Criminal Apprehension or East Range Police Department background check, physical exam, and drug screen. Seasonal employees are subject only to a driver's license check by the East Range Police Department.

#### Rehire of Employees:

Employees who left in good standing will be eligible for re-hire, subject to the above requirements. Firefighters or EMS employees who have current licensure are exempt from the written exam portion only.

#### Emergency Hiring:

The City Administrator has authority to hire temporary employees for no more than 30 days in an emergency situation.

11.2

**City of Hoyt Lakes  
Resolution 2026-007**

**Resolution Acknowledging Acceptance of Fiscal Agent Responsibility  
ML 2027 Environmental and Natural Resources Trust Fund (ENRTF)**

**WHEREAS**, the Ranger Snowmobile & ATV Club has requested in ML 2027 \$1,156,000 in Environment and Natural Resources Trust Fund (ENRTF) funding from the Legislative-Citizen Commission on Minnesota Resources (LCCMR) for the project titled, “Civilian Conservation Corps (CCC) Regional Trailhead Pavilion Restoration and Trailhead Development Project”; and

**WHEREAS**, the City of Hoyt Lakes has reviewed the funding request and the “Duties of a Fiscal Agent” document provided by the State and is fully aware of the work that will occur if funded, the project timeline, and the project budget.

**NOW, THEREFORE, BE IT RESOLVED**, that, if funding is awarded, the City of Hoyt Lakes may enter into an agreement, as approved by the State of Minnesota, with the Ranger Snowmobile & ATV Club in order for the City of Hoyt Lakes to act as a fiscal agent for the ML 2027 project titled, “Civilian Conservation Corps (CCC) Regional Trailhead Pavilion Restoration and Trailhead Development Project.” The City of Hoyt Lakes will comply with all terms as stated in the fiscal agent agreement and understands that grants from the ENRTF are generally paid out on a reimbursement basis; and

**BE IT FURTHER RESOLVED**, that the City of Hoyt Lakes certifies that none of its current principals have been convicted of a felony financial crime in the last ten years. For this purpose, a principal is defined as a public official, a council member, or staff that would have the authority to access or determine the use of ENRTF funds, if awarded; and

**BE IT FURTHER RESOLVED**, that the Mayor and/or City Administrator of the City of Hoyt Lakes is hereby authorized to execute the fiscal agent agreement on behalf of the City of Hoyt Lakes.

Adopted by the City Council or the City of Hoyt Lakes this 10<sup>th</sup> day of March, 2026.

\_\_\_\_\_  
Brennan Scott, Mayor

Attest:

\_\_\_\_\_  
Dean Weiberg, City Administrator

DRAFT

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## City of Hoyt Lakes Job Description

**Position Title:** Cemetery Caretaker & Recycle Driver  
**Department:** Public Works  
**FLSA Status:** Non-exempt  
**Pay Equity Points:** 4

### Primary Objective of Position

Performs routine to skilled work at the Cemetery and other duties as required.

### Essential Functions of the Position

Essential duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is similar, related, or logical to the position.

- Maintenance of Cemetery (Summer)
  - Cuts and trims grass.
  - Sets Head Stone.
  - Marks grave sites for winter operation.
  - Repairs grave sites (lays sod).
  - General labor duties as needed.
- Recycle Driver
  - Picks up and delivers recycling to the recycle center (Winter)

### Examples of Performance Criteria

- Demonstrates a working knowledge of methods, tools and equipment used in cemetery maintenance activities such as, but not limited to: rider lawn mowers, push mowers, weed whackers, chainsaws.
- Demonstrates a positive attitude toward job assignments and tasks to be performed.
- Is conscientious in the maintenance and operation of equipment.
- Demonstrates the ability to work independently
- Shows initiative in recommending methods to improve safety, efficiency, and quality on the job.

### Minimum Qualification

- None

### Desirable Qualifications

- Valid Class D driver's license
- Experience working as a groundskeeper

**DRAFT**

- Experience working in a municipal public works department
- History of safe work habits and clean driving record

**Supervision of Others**

May provide on-site directions to seasonal employees or contract personnel.

**Equipment/Job Location**

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of the job. Duties performed are typically outside, and, therefore, subject to climatic extremes.

**Conditions of Employment**

- Must comply with organizational and department policies
- Must possess a valid Class D driver's license

*This position description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the city and requirements of the job change.*

*The City of Hoyt Lakes is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. It will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

11/4

## **Summer seasonal employees hiring.**

We typically hire for the following departments and following timelines:

Advertising starts April 6<sup>th</sup> with applications due by April 17, 2026

- Recreation:           2 General labor (summer students)
  
- Public Works:         3 Mower operators (summer students)  
                              4 General labor (summer students)
  
- Public Utilities:      1 General labor (summer students)
  
- Golf Course:         2 Mower operators (seasonal part time)  
                              1 Mower Operator (summer student)  
                              1 Assistant Greenskeeper (summer student/seasonal pt)
  
- Arts & Crafts:        1 Instructor (seasonal pt)  
                              1 Assistant (summer student)

Advertising will be in the ER Times and on the city website, city sign, bulletin board at City Hall, & Facebook.

11.5

2/17/2026

Melanie Olmstead NREMT-P, Director City of Hoyt Lakes Ambulance

City of Hoyt Lakes Ambulance

Dear Melanie

Please accept this letter as formal notification that I am resigning from my position as an EMT-B with the City of Hoyt Lakes effective March 1, 2026. I would like to thank you and the City of Hoyt Lakes for the opportunity to have worked in this position for the past 29 years, and will remain proud to have been part of a great team.

Sincerely,

A handwritten signature in cursive script that reads "Ann Vreeland EMT-B". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Ann Vreeland EMT-B

CC: Hoyt Lakes City Council, Dean Weiberg, Administrator City of Hoyt Lakes

11.6

**City of Hoyt Lakes  
Resolution 2026-006**

Resolution of Application to the Drinking Water revolving Fund for  
Regionalizing with the East Range Water Board

**WHEREAS**, that the City of Hoyt Lakes is hereby applying to the Minnesota Public Facilities Authority for a loan from the Drinking Revolving Fund for improvements to its municipal drink water system as described in the loan application.

**WHEREAS**, that the City of Hoyt Lakes estimates the loan amount to be \$24,200,000 or the as-bid cost of the project.

**WHEREAS**, that the City of Hoyt Lakes has the legal authority to apply for the loan, and the financial, technical, and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its designed life.

**WHEREAS**, that the City of Hoyt Lakes hereby expresses its official intent to use proceeds of this loan to reimburse construction expenditures made prior to the issuance of its general obligation bond to the Public Facilities Authority

Adopted by the Hoyt Lakes City Council this 10<sup>th</sup> day of March 2026.

\_\_\_\_\_  
Brennan Scott, Mayor

Attest:

\_\_\_\_\_  
Dean Weiberg, City Administrator