

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

Tuesday, September 08, 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. PUBLIC HEARING

3.1 Ordinance #249 Amending the official zoning map of the City of Hoyt Lakes to reclassify certain parcels to the R-5 and R-6 Residential Districts.

4. 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.

5. APPROVAL OF CITY COUNCIL MINUTES *

5.1 Regular Council Meeting of August 25, 2026

5.2 Public Forum Meeting of August 25, 2026

6. CORRESPONDENCE *

6.1 East Range Joint Powers Board Meeting Minutes

6.2 ERJPB Strategic Plan Update

7. FINANCIALS –*

7.1 Bank Reconciliation Report

8. GUESTS/CITIZEN FORUM

9. 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

10. REPORTS FROM ELECTED OFFICIALS

Councilor Grams
Councilor Jarvela
Councilor Eckman
Councilor Mathison
Mayor Scott

11. OLD BUSINESS - None

12. NEW BUSINESS

10.1 Resolution 2026-019 authorizing the City of Hoyt Lakes to make application to and accept funds from R-2606-07168 Special Projects TEFPP.

10.2 Resolution 2026-018 appointing election judges for the 2026 general election.

10.3 Ordinance #249 Amending the official zoning map of the city to reclassify certain parcels to the R-5 and R-6 Residential Districts.

ADJOURNMENT

Next Council Meetings:

Tuesday, September 22, 2026, Public Forum – 5:00pm
Tuesday, September 22, 2026, Regular Council Meeting – 5:30pm
Tuesday, September 22, 2026, Budget Planning Setting Preliminary Levy – Directly
Following Regular Council Meeting

**Agenda
Public Hearing
Council Chambers
Tuesday, September 08, 2026
5:30 p.m.**

1. ROLL CALL

PRESENT: Councilors in attendance: ☐ Grams ☐ Jarvela ☐ Eckman ☐ Mathison ☐ Mayor Scott

ALSO PRESENT: Administrator Weiberg

2. AMMENDMENT TO CHAPTER 152

2.1 ORDINANCE 249 AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF HOYT LAKES TO RECLASSIFY CERTAIN PARCELS TO THE R-5 AND R-6 RESIDENTIAL DISTRICTS

ADJOURNMENT

Meeting adjourned at:

**ORDINANCE NO. 249
CITY OF HOYT LAKES
COUNTY OF SAINT LOUIS
STATE OF MINNESOTA**

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF HOYT LAKES
TO RECLASSIFY CERTAIN PARCELS TO THE R-5 AND R-6 RESIDENTIAL DISTRICTS**

The City Council of the City of Hoyt Lakes hereby ordains as follows:

Section 1. Findings. After reviewing the recommendation of the Hoyt Lakes Planning Commission dated August 18, 2026, and the record pertaining thereto, the City Council finds that the proposed rezoning:

- A. Is consistent with the goals and policies of the East Range Communities Comprehensive Plan (2017);
- B. Promotes the orderly development of the community by aligning zoning districts with the long-term development potential of the subject properties;
- C. Expands opportunities for a broader range of housing types in locations served by existing public infrastructure;
- D. Is consistent with the public necessity, convenience, and general welfare and represents sound zoning practice; and
- E. Will not create material adverse impacts on surrounding properties.

Section 2. Rezoning. The Official Zoning Map of the City of Hoyt Lakes is hereby amended as follows:

A. Rezoning to R-5 District

Parcel 142-0070-02525, owned by State of MN C278 L 35 (St. Louis County), and currently zoned R-3 Residential District, is hereby rezoned to the R-5 Residential District.

B. Rezoning to R-6 District

The following parcels, each currently zoned R-2 Residential District, are hereby rezoned to the R-6 Residential District:

- 1. Parcel 142-0070-01430, Owner: City of Hoyt Lakes.
- 2. Parcel 142-0070-01434, Owner: City of Hoyt Lakes.
- 3. Parcel 142-0070-01432, Owner: Trinity Methodist Church.
- 4. Parcel 142-0055-00010, Owner: Spectrum Health Companies.

Section 3. Official Zoning Map. The City Administrator, City Clerk, or other authorized City official is directed to revise the Official Zoning Map to reflect the amendments adopted by this ordinance.

Section 4. Effective Date. This ordinance shall take effect and be in force following its passage and publication as provided by law.

Adopted by the City Council of the City of Hoyt Lakes, Minnesota, this 22nd day of September 2026.

Brennan Scott, Mayor

ATTEST:

Dean Weiberg, City Administrator

First Reading of Ordinance:	September 8, 2026
Second Reading and Adoption:	September 22, 2026
Publication of Ordinance:	October 2, 2026
Effective Date:	November 3, 2026

CITY OF HOYT LAKES, MINNESOTA
STAFF REPORT

To: Hoyt Lakes City Council

Prepared by: North Shore Development Co. (NSDC)

Date: August 19, 2026

Re: Proposed Rezoning of Selected Residential Properties (R-2 to R-6 and R-3 to R-5)

1. Request

The City Council is being asked to consider an ordinance amending the Official Zoning Map by rezoning selected residential properties as part of the City's residential zoning modernization efforts. The proposed ordinance would:

- Rezone four properties located along Kennedy Memorial Drive from the R-2 Residential District to the R-6 Residential District; and
- Rezone the former Boase School property from the R-3 Residential District to the R-5 Residential District.

2. Background

Over the past year, the City has participated in the no-cost Housing Technical Assistance Program administered by North Shore Development Co. (NSDC). Through this effort, the City evaluated barriers to residential development and identified strategies to expand housing opportunities within the community.

As part of this work, the City completed a comprehensive review of its residential zoning regulations. The proposed zoning ordinance amendments modernize the City's residential districts by establishing clearer permitted uses and creating opportunities for a broader range of housing types, including townhomes, cluster development, and multifamily housing in appropriate zoning districts.

Following completion of the zoning ordinance update, staff and NSDC evaluated whether targeted amendments to the Official Zoning Map were appropriate to better align the City's zoning districts with its long-term housing goals. Based on existing land uses, available infrastructure, redevelopment potential, and the goals of the East Range Communities Comprehensive Plan, two areas were identified for rezoning.

The Planning Commission reviewed the proposed rezonings at its July 21 and August 18, 2026 meetings and recommended approval of the attached ordinance for consideration by the City Council.

3. Proposed Rezoning Areas

The proposed ordinance includes two targeted rezoning areas.

Area 1 – Kennedy Memorial Drive

- Parcel IDs/Current Ownership: 142-0070-01430 (City of Hoyt Lakes), 142-0070-01434 (City of Hoyt Lakes), 142-0070-01432 (Trinity Methodist Church), 142-0055-00010 (Spectrum Health Companies)
- Current Zoning: R-2 Residential District
- Proposed Zoning: R-6 Residential District
- Basis for Recommendation: The Kennedy Memorial Drive area contains public, institutional, and former assisted living properties served by existing municipal infrastructure and located adjacent to parks and recreational amenities. Rezoning these properties to R-6 expands opportunities for multifamily, townhome, and cluster development in an area well suited for higher-density residential uses while providing flexibility for future redevelopment of the former Spectrum Assisted Living facility.

Area 2 – Former Boase School Property

- Parcel ID/Current Ownership: 142-0070-02525 (State of MN)St. Louis County))
- Current Zoning: R-3 Residential District
- Proposed Zoning: R-5 Residential District
- Basis for Recommendation: The former Boase School property is now a vacant redevelopment site surrounded primarily by established residential neighborhoods. Rezoning the property to R-5 supports medium-density housing options, including two-family dwellings, townhomes, and cluster development, while providing an appropriate transition between higher-density housing opportunities and the surrounding neighborhood.

4. Planning Commission Recommendation

The Planning Commission reviewed the proposed rezoning ordinance at its August 18, 2026, meeting. Following the required public hearing and discussion of the proposed rezonings, the Planning Commission recommended that the City Council approve the ordinance.

5. Analysis

City staff finds that the proposed rezoning is appropriate for the following reasons:

- Implementation of Zoning Modernization: The proposed rezonings complement the City's residential zoning modernization efforts by applying the updated residential regulations to locations identified as appropriate for future housing opportunities.
- Proactive and Targeted Planning Approach: The proposed rezonings proactively identify two strategic locations for additional residential density based on surrounding land uses, existing infrastructure, redevelopment potential, and compatibility with adjacent neighborhoods. The amendments are limited to targeted properties rather than broadly increasing residential density throughout the community.

- Housing Need: The proposed rezonings support the City's need for additional housing opportunities by expanding locations where a broader range of housing types, including multifamily, townhomes, and cluster developments, may be considered in the future.
- Infrastructure Availability: The subject properties are served by existing public streets and municipal utilities, making them well suited to accommodate future residential development.
- Context-Sensitive Development: The proposed rezonings establish an appropriate zoning framework while ensuring that any future development remains subject to the City's dimensional standards and other applicable zoning regulations.
- Comprehensive Plan Consistency: The proposed rezonings support the housing goals of the East Range Communities Comprehensive Plan by expanding opportunities for a broader range of housing types and responding to the community's housing needs.

6. Findings

Based on the review, staff finds the proposed rezonings:

1. Are consistent with the housing goals and policies of the East Range Communities Comprehensive Plan.
2. Implement the City's updated residential zoning framework and support its long-term housing objectives.
3. Identify appropriate locations for additional residential density based on existing land uses, public infrastructure, and redevelopment potential.
4. Expand opportunities for a broader range of housing types while limiting higher density residential zoning to targeted locations.
5. Represent a proactive approach to guiding future residential development and expanding housing options within the community.
6. Will not create material adverse impacts on surrounding properties as future development will remain subject to applicable zoning standards.

7. Staff Recommendation

Staff recommends that the City Council adopt the attached ordinance amending the Official Zoning Map by:

- Rezoning the Kennedy Memorial Drive properties from the R-2 Residential District to the R-6 Residential District; and
- Rezoning the former Boase School property from the R-3 Residential District to the R-5 Residential District.

8. Attachments

- Rezoning Ordinance
- Rezoning Map

Subject Properties

Parcel ID & Location: 142-0070-01430; Kennedy Memorial Drive

- Owner: City of Hoyt Lakes
- Current Zoning: R-2 Residential District
- Proposed Zoning: R-6 Residential District

Parcel ID & Location: 142-0070-01434; Kennedy Memorial Drive

- Owner: City of Hoyt Lakes
- Current Zoning: R-2 Residential District
- Proposed Zoning: R-6 Residential District

Parcel ID & Location: 142-0070-01432; Kennedy Memorial Drive

- Owner: Trinity Methodist Church
- Current Zoning: R-2 Residential District
- Proposed Zoning: R-6 Residential District

Parcel ID & Location: 142-0055-00010; Kennedy Memorial Drive

- Owner: Spectrum Health Companies
- Current Zoning: R-2 Residential District
- Proposed Zoning: R-6 Residential District

Parcel ID & Location: 142-0070-02525; former Boase School site

- Owner: State of MN (St. Louis County)
- Current Zoning: R-3 Residential District
- Proposed Zoning: R-5 Residential District

EXHIBIT A – PARCEL REZONE MAP

Parcels to rezone to the R-6 Residential District:



Parcel to rezone to the R-5 Residential District:



Minutes

Regular City of Hoyt Lakes Council Meeting

City Hall Council Chambers

Tuesday, August 25, 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, City Attorney Lewicki

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 Mathison to approve the consent agenda. All in favor, Motion carried unanimously.

4. APPROVAL OF CITY COUNCIL MINUTES *

4.1 Regular Council Meeting of August 12, 2026

5. CORRESPONDENCE *

- 5.1 Leeds Back Lots, Affidavit of Survey
- 5.2 MDH Lead/Copper Tap Water Report
- 5.3 RAMS Opposition of Walz's Actions to Block Mining
- 5.4 Blight Status Report
- 5.5 Library Meeting Minutes of July 22, 2026

6. FINANCIALS –*

- 6.1 Combined Cash Report
- 6.2 Balance Sheets
- 6.3 YTD Fund Summary
- 6.4 Investment Summary
- 6.5 Reconciliation Report
- Approval for Payments – Claims
 - 6.6 Disbursements - \$121,114.64
 - 6.6 Payroll - \$106,577.42
 - 6.6.1 Payroll - \$93,663.49
 - 6.6.2 Benefits - \$12,913.93
 - 6.6.3 Insurance \$132.62

7. GUESTS/CITIZEN FORUM

- 7.1 Bolton and Menk to present the video release to Council and guests.

8. REPORTS FROM STAFF

City Administrator Weiberg had no report.

City Attorney Joel Lewicki had no report.

REPORTS FROM ELECTED OFFICIALS

Councilor Grams had no report.

Councilor Jarvela provided an update on the East Range Water Board meeting, the upcoming Scenic Byway event, and presented the report the Fire Department has access to. Councilor Eckman discussed the successful farmers market and Fisherman's Point and attended the Library Board meeting.

Councilor Mathison had no report.

Mayor Scott gave an update on the Boase school site rezoning efforts.

9. OLD BUSINESS

9.1 306 Dorchester request for overdue utility bills forgiveness or reduction.

Motion by Jarvela; Supported by Scott to table 306 Dorchester utility bill forgiveness and allow time for City staff to talk with the property owner and research what has been done in the past. For: Scott, Jarvela, Mathison, Grams; Abstained: Eckman. Motion carried.

10. NEW BUSINESS

10.1 Resolution 2026-017 Increasing the benefit level for Firefighters Statewide Volunteer Firefighter Plan (SVF)

Motion by Mathison; Supported by Jarvela to increase the benefit level for Firefighters Statewide Volunteer Firefighter Plan (SVF). For: Jarvela, Mathison, Grams. Abstained: Scott, Eckman. Motion carried.

10.2 Minnesota North College Paramedic, Paramedicine, EMT Program Memorandum of Agreement

Motion by Jarvela; Supported by Mathison approving the Minnesota North College Paramedic, Paramedicine, EMT Program Memorandum of Agreement. For: Jarvela, Grams, Mathison. Abstained: Eckman, Scott. Motion carried.

10.3 Request for Proposals for Construction Manager at Risk for the East Range Water System expansion

Motion by Jarvela; Supported by Eckman approving the Request for Proposals for Construction Manager at Risk for the East Range Water System expansion. All in favor; motion carried unanimously.

10.4 Resolution 2026-016 Resolution authorizing the City of Hoyt Lakes to make application and accept funds from IRRB R-2708-07506 – City Hall parking lot and sidewalk improvements.

Motion by Eckman; Supported by Mathison to approve Resolution 2026-016 Resolution authorizing the City of Hoyt Lakes to make application and accept funds from IRRB R-2708-07506 – City Hall parking lot and sidewalk improvements. All in favor; motion carried unanimously.

10.5 Resolution 2026-015 Resolution authorizing the City of Hoyt Lakes to make application and accept funds from IRRB R-2606-07 167 Special Projects – Arena Improvements

Motion by Eckman; Supported by Grams to approve Resolution 2026-015 Resolution authorizing the City of Hoyt Lakes to make application and accept funds from IRRB R-2606-07 167 Special Projects – Arena Improvements. All in favor; motion carried unanimously.

ADJOURNMENT

Motion by Jarvela; Supported by Grams for adjournment. All in favor; motion carried unanimously. Meeting Adjourned at 6:15pm.

Next Council Meetings:

Tuesday, September 08, 2026, Regular Council Meeting – 5:30pm

Tuesday, September 22, 2026, Public Forum – 5:00pm

Tuesday, September 22, 2026, Regular Council Meeting – 5:30pm

Brennan Scott, Mayor

Attest:

Dean Weiberg, City Administrator

City of Hoyt Lakes Council Public Forum Minutes
City Hall Council Chambers

Tuesday, August 25, 2026
5:00 pm

1. ROLL CALL

Councilors in attendance: ☒ Grams ☒ Jarvela ☒ Eckman ☐ Mathison ☒ Mayor Scott
Councilor Mathison arrived at 5:10pm.

ALSO PRESENT: Administrator Weiberg

2. PUBLIC FORUM

2.1 Playground Equipment

Had a discussion on the current state of the playgrounds and to get a plan together for next year to buy some new park equipment with the funds that have been set aside for equipment.

2.2 Budget Planning Special Meetings will follow immediately after the next two council meetings in September.

3. ADJOURNMENT

The motion to adjourn was made by Jarvela; Supported by Eckman. Meeting adjourned at 5:24pm.

Brennan Scott, Mayor

ATTEST:

Dean Weiberg, Administrator

EAST RANGE JOINT POWERS BOARD
City/Town Government Center
Aurora, MN 55705

MEETING MINUTES
July 28, 2026

The regular meeting of the East Range Joint Powers Board was called to order by Administrator Schultz on Tuesday, July 28, 2026, at 9:02 AM.

ROLL CALL: Doug Gregor, Ed Kippley, Brennan Scott, Michael Schultz

Also present: Karl Schuettler, Cherie Grams, Dave Setnicker, Sean Peyla, John Eloranta, Dean Weiberg, Ashley Berquist, Patti Wallert, Jodi Knaus, Jeff Jacobson and Christine Cromley, Miriam Kero and Theresa Bajda (via Zoom).

Absent: Steve Biondich

Minutes

IT WAS MOVED BY DOUG GREGOR, SUPPORTED BY ED KIPPLEY TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JUNE 23RD. UNANIMOUSLY CARRIED.

ERJPB Funds

The Board received status reports on the ERJPB account balances as of July 31, 2026.

Hi-Fi Savings	7,535.08
ERJPB Checking	28,927.24 (MN HTF \$27,216.55)
ERJPB Loan Fund	<u>40,159.20</u>
TOTAL	\$76,621.52

IT WAS MOVED BY DOUG GREGOR, SUPPORTED BY BRENNAN SCOTT TO APPROVE THE FINANCIAL REPORTS AS WRITTEN. UNANIMOUSLY CARRIED.

Bills and Payroll

IT WAS MOVED BY BRENNAN SCOTT, SUPPORTED BY ED KIPPLEY TO APPROVE THE BILLS AND PAYROLL IN THE AMOUNT OF \$3,995.43. UNANIMOUSLY CARRIED.

Guests

Theresa Bajda, North Shore Development – Draft housing study discussed (attached). Theresa will send out poster to Cities to promote at libraries, City Hall and post using social media options. Survey will close after Labor Day.

IT WAS MOVED BY DOUG GREGOR, SUPPORTED BY ED KIPPLEY TO APPROVE THE ERJPB TO ADVERTISE IN THE EAST RANGE TIMES and/or HOMETOWN FOCUS. UNANIMOUSLY CARRIED.

John Eloranta, NewRange – Hosted community picnic at Water Carnival in Hoyt Lakes; permit approval pending; offers support of the housing initiative.

Jeff Burgess, Mesabi East – Update on MN School Trust Fund (attached). \$2.3 billion to be distributed to local schools. Ballot item on November ballots to increase funding, with no tax increase to residents; Information posted about structured daycare program; drivers education program is licensed and being offered to eligible students (vehicle purchased with support from NewRange and 1st Nat'l Bank of Gilbert).

Miriam Kero, Hello Range – free event at the MN Discovery Center August 6; ER marketing team resumed meetings including ME and Giant's Ridge; working on volunteer program for existing organizations.

Sean Peyla, IRRR – Giant's Ridge events ongoing (night ski/12 and under ski free programs); strong golf season; Mesabi Trail project continues through October.

Staff Activity Report

- a) Northspan report (see attached) – Continue work on action '26 updated plan priorities.
- Council presentations to outline work being done
 - Admin meeting set for September
 - The marketing committee has handout outlining work being done and discussing ER Chamber option and working with Discover the Range on community calendar.
 - Loan Fund – working with one potential request to be review by Northspan.
 - NorthSpan partnership – meet to coordinate strategy session and 1-year plan for work efforts. Dave Setnicker emphasized including arts community as well as economic.
- b) East Range Joint Water Project
- Ribbon cutting event held July 27th
 - Target start date is August 24.
 - Establishing operational startup issues and a budget to set water sale rates

Board Member Updates/Community Projects

Aurora

- July 3rd events and Northern Lights Music Festival concluded with good support
- City and County road projects continue, with some delays. Safe routes to school project timeline pushed back
- Fire department has 2 new hires
- Street project assessment amount capped at \$8,500 per property
- General Obligation Improvement Bonds approved for \$3,215,000
- River Iron Therapy ribbon cutting held July 31
- Storm water management project 90% funded through MN Rural Water Fund

Biwabik

- 4th of July events concluded
- North Shore Development working on short-term rental ordinances
- Blight work in progress – contractor hired (acquire old properties/issue fines)

- Council elections in November – applications being accepted
- Voyageur's Retreat area – rented equipment to clean brush/trails
- Water meter project near completion
- W. Annex project – meetings continue
- AARP age-friendly grants received – walk audit and park upgrades set to begin

Hoyt Lakes

- Water Carnival celebration was successful
- NewRange naming rights for arena contract being completed
- North Shore Development working on ordinances and zoning updates
- Received \$60,000 for recreation fund for playground updates

Town of White

- Pineville housing project – will hold meeting with the developer
- Loon Lake dock installed, trail work and grill/tables being added
- Absentee voting - machines sent in for repairs
- Kickoff meeting with Fire Dept. to be held re: building replacement and Ely area fire assistance

Other Business - None

Next Meeting

Scheduled for Tuesday, August 25th at 9:00 AM at the City/Town Government Center.

IT WAS MOVED BY DOUG GREGOR, SUPPORTED BY BRENNAN SCOTT TO ADJOURN MEETING AT 10:10 AM.

6.2

East Range Joint Powers Board 2024-2026 3-Year Strategic Plan | Updated August 2026

VISION The region to live, work, and play.

MISSION To improve the lives of our residents by fostering collaboration among East Range communities.

CORE VALUES

Collaborative. We build bridges across the four East Range communities and with local and regional partners to promote comprehensive solutions for us all.

Supportive. We share resources across our communities and acknowledge the success of one community brings benefits to the entire area.

Trusting. We build deep relationships with one another and believe our tight-knit networks are the foundations for the future of the East Range.

Responsive. We recognize the voices of community members and adapt our efforts to address our most urgent needs and challenges.

2025-2027 3-YEAR STRATEGIC DIRECTIONS

1	Creating A Collaborative Culture
2	Unifying Communities Through Communication
3	Addressing Community Resources
4	Targeting Financial Resources

Complete or Completed & Ongoing
On Track
Not Yet Started

2024-2026 3-YEAR STRATEGIC PLAN

SD1. Creating a Collaborative Culture

Action	Start	Due	On Track	Responsible	Measures of Success
A1. Consider updating the ERJPB By Laws to include non-voting, ex officio members such as ISD 2711	Q1 2024	Q4 2026	On Track	Northspan	• Completion of water project • Connection of Town of White and Hoyt Lakes to paved trails • Collaboration around Emergency Services (PD, EMS, Fire) • Success for one is success for all
A2. Establish the water agreement between Bivabik and Aurora	Q2 2024	Q4 2026	On Track	Aurora and Bivabik	
A3. Present ERJPB activity to the four councils / boards once a year	Q3 2024	Q3 2026	On Track	Northspan	
A4. Create a task force to define how each community is addressing adult-use cannabis (use, sale, distribution, current situation) and determine what collaboration could be possible.	Q4 2024	Q4 2024	On Track	Admins Group	
A5. Explore funding projects for paved trail connections	Q4 2024	Q4 2026	On Track	Northspan with Communities	
A6. ERJPB hosts one all-council meeting each year	Q1 2025	Q4 2026	On Track	Northspan	
A7. Create a task force to define how each community is addressing business permitting processes and determine what collaboration could be possible	Q1 2025	Q4 2026	On Track	Admins Group	
A8. Create protocol to feature a business of the quarter at the ERJPB meeting	Q2 2025	Q4 2026	On Track	Northspan	
A9. Create a unified volunteer list of individuals and organizations including ISD 2711	Q2 2025	Q4 2026	On Track	Marketing Committee	
A10. Continue collaboration regarding emergency services (PD, EMS, Fire)	Q3 2025	Q4 2026	On Track	Board with Northspan	

SD2. Unifying Communities Through Communication

Action	Start	Due	On Track	Responsible	Measures of Success
A1. Record ERJPB meetings and post on the website	Q1 2024	Q4 2026	On Track	Northspan and Cherie	• More informed residents • More informed city council • More informed visitors • More consistent communication between cities
A2. Explore creating one 'blue book' for all four communities	Q1 2024	Q2 2026	On Track	Admins Group	
A3. Explore creating a quarterly East Range Snapshot feature for the East Range Times	Q2 2024	Q2 2026	On Track	Admins Group	
A4. Reinstate regular city administrator meetings with ERJPB staff	Q3 2024	Q4 2026	On Track	Northspan	
A5. Provide quarterly ERJPB snapshot for city councilors	Q3 2024	Q4 2026	On Track	Northspan	
A6. Work with marketing committee to create unified marketing materials for visitors	Q3 2024	Q1 2025	On Track	Marketing Committee	
A7. Determine how best to get East Range events on the Iron Range Tourist Bureau calendar	Q4 2024	Q1 2025	On Track	Marketing Committee	

SD3. Addressing Community Resources

Action	Start	Due	On Track	Responsible	Measures of Success
A1. Expand upon the "one stop shop" flowchart	Q1 2024	Q2 2024	On Track	Northspan	• Increased available and affordable housing stock • Increased ability to respond to any given situation • Affordable, available child care slots more closely align with demand • Increased residential service that also meets the growing housing demand
A2. Determine boots on the ground coordination with the Regional Food Business Center activities for the East Range	Q1 2024	Q2 2025	On Track	Northspan	
A3. Explore and determine the school district's child care space available, shared specifics, and amenities	Q2 2024	Q1 2025	On Track	Northspan	
A4. Create a task force to define each community's franchise fee situation and determine what collaboration could be possible	Q1 2025	Q4 2026	On Track	Admins Group	
A5. Implement the Housing Institute outcomes	Q3 2025	Q4 2026	On Track	Housing Committee	
A6. Each community identifies shovel-ready housing project	Q4 2026	Q2 2026	On Track	Northspan with Communities	
A7. Attract a housing development that will be under construction within the 3-year period	Q2 2026	Q4 2026	On Track	Northspan with Communities	

SD4. Targeting Financial Resources

Action	Start	Due	On Track	Responsible	Measures of Success
A1. Stay informed and advocate for tax changes at state level including the impact of fiscal disparities	Q1 2024	Q1 2026	On Track	Board and Northspan	• Increased ability to respond as a group to funding opportunities • Garner more funding from outside sources to fund ERJPB activities • Partnership in place for greater support; letters of support • Demonstrated cost savings from collaboration • Investments and job creation and retention from loan fund
A2. Relaunch ERJPB loan program and explore recapitalization	Q1 2024	Q2 2024	On Track	Northspan	
A3. Compile and create an educational piece about financial resources	Q2 2024	Q4 2024	On Track	Northspan	
A4. Explore increasing returns on ERJPB cash investments	Q1 2025	Q1 2026	On Track	Northspan and Cherie	
A5. Coordinate capital projects and resources across communities	Q2 2024	Q4 2026	On Track	Board and Admins Group	
A6. Continue annual presentations from IRRR on available resources	Q3 2024	Q3 2026	On Track	Northspan	
A7. Explore methods to bolster grant writing capacity	Q4 2025	Q4 2026	On Track	Admins Group	

EAST RANGE JOINT POWERS BOARD

Monthly Northspan Consultant Report

August 2026

HIGHLIGHTS

Loan Program Outreach

Help us spread the word about our two active loan programs:

1.  **Seller Readiness Rehab Program**
Learn more and apply here: <https://erjpb.com/housing/>
2.  **Business Participation Loan Program**
Apply here: <https://www.surveymonkey.com/r/ERJPBParticipationLoan>

Loan Fund Clients

Northspan received two loan fund submissions this month and are working with them to collect their materials. Another previously submitted request is on hiatus as the applicant refines its business plan.

Housing Survey

The East Range Housing Survey administered by North Shore Development Company is open through September 7. The survey is available at <https://bit.ly/4x4aYY7>. Please share in your communities and contact Theresa Bajda at theresa@northshoreddevelopmentco.com with any questions.

Marketing Committee

The East Range Marketing Committee (Aurora, Hoyt Lakes, Biwabik, and Town of White) met on July 15, 2026, roughly six months into implementing its marketing strategy, and reviewed progress across four strategic pillars using a color-coded dashboard.

The unified events calendar has fully launched and now serves as a centralized hub across all four cities, with current focus shifting to driving adoption by ensuring communities create events on Facebook so they auto-populate into the calendar; Elissa Hansen will circulate the list of feeding Facebook pages for review, and Aurora's city page (currently held by the mayor) needs to transition to serve this purpose.

Volunteer engagement is on track, with a successful February recruitment event completed and plans underway for a punch-card incentive system and a youth incentive program in partnership with Giants Ridge. The committee is in the assessment phase of exploring a unified East Range Chamber of Commerce, beginning with one-on-one conversations with existing civic organizations and a forthcoming "business case" document to be condensed for group feedback.

Efforts to strengthen year-round tourism events and local business partnerships remain ongoing, with the group noting a strong existing event calendar but limited open windows for additions. The committee's next meeting is scheduled virtually for Tuesday, August 25, 2026, at 12:00 PM. Contact Elissa at ehansen@northspan.org for more information.

ERJPB Strategy

The ERJPB strategy session will take place Wednesday, September 23 from 5:00-8:00 PM at the Hoyt Lakes Public Library. At this session, we'll create a one-year plan to guide our work for the rest of the fiscal year. Board members and city admins/clerks should expect a survey for input prior to launch.

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SD1. Creating a collaborative culture

Actions	Status
Consider updating the ERJPB By Laws to include non-voting, ex officio members such as ISD 2711	Updated Feb 2024
Establish the water agreement between Biwabik and Aurora	Ongoing discussion at community level
Present ERJPB activity to the four councils / boards once a year	Scheduling in progress for 2026
Create a task force to define how each community is addressing adult-use cannabis (use, sale, distribution, current situation) and determine what collaboration could be possible.	Communities proceeding on own paths
Explore funding projects for paved trail connections	Available to projects as needed
ERJPB hosts one all-council meeting each year	Beginning planning for 2026 event – topic ideas welcome
Create a task force to define how each community is addressing business permitting processes and determine what collaboration could be possible	Draft report shared at the April ERJPB meeting
Create protocol to feature a business of the quarter at the ERJPB meeting	Protocol created; including in quarterly newsletters
Create a unified volunteer list of individuals and organizations including ISD 2711	Concept is part of the Marketing Committee's action plan
Continue collaboration regarding emergency services (PD, EMS, Fire)	Fire district concept posed; no funding for study currently available
Bylaw Updates The updated bylaws were approved at the January 2024 ERJPB meeting. Trails Northspan is available to support potential trail projects, including the proposed Biwabik trailhead. Emergency Services Collaboration Northspan is monitoring potential funding sources for a feasibility study and will share them as they arise. Present ERJPB activity to the four councils / boards once a year Northspan has now completed 2026 presentations with all communities. We remain available to present when helpful.	

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SD2. Unifying communities through communication

Actions	Status
1. Record ERJPB meetings and post on the website	Karl & Cherie coordinating
2. Explore creating one 'blue book' for all four communities	Concept explored with admins; deemed unfeasible due to lack of capacity
3. Explore creating a quarterly East Range Snapshot feature for the East Range Times	<i>In progress via Marketing Committee</i>
4. Reinstate regular city administrator meetings with ERJPB staff	Meetings scheduled through 2026
5. Provide quarterly ERJPB snapshot for city councilors	Decided by admins this is covered by the board packet / minutes.
6. Work with marketing committee to create unified marketing materials for visitors	In development at Marketing Committee
7. Determine how best to get East Range events on the Iron Range Tourist Bureau calendar	Working on three videos to highlight area amenities.
East Range Marketing Committee The committee continues to execute its plan, and The next meeting is August 25. Contact Elissa at ehansen@northspan.org for more information. Recently updated the website: https://eastrange.org/	
Newsletter A June edition of the newsletter was released. Previous articles are available at https://erjpb.com/erjpb-newsletter/ .	
ERJPB Website We continue to maintain www.erjpb.com and update it with information on relevant ERJPB and community events. The two loan programs are live on the website. The community calendar is now on the website too!	
ERJPB Admins Meetings Quarterly Admin meetings have been reinstated and are scheduled for 2026 in the months of January, April, July, and September. The meetings are scheduled in-person at the Hive in Aurora. The purpose of the meetings are to align communities on aspects of the strategic plan and create a space for discussion, collaboration, and resource-sharing. The next meeting is September 8.	

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SD3. Addressing community resources

Actions	Status
1. Expand upon the "one stop shop" flowchart	Updated July 2024; shared in ERJPB newsletter
2. Determine boots on the ground coordination with the Regional Food Business Center activities for the East Range	RFBC has been cancelled at the federal level. Any people seeking this assistance should fill out the DAWN client intake form here: https://forms.office.com/pages/responsepage.aspx?id=pcVcMF3y2UWscd3FkE5wlgB2xn4Duz5AgK9wBKpCzlhUOUVYQThFWkw3VExCVVJJUTFFOE5V0dMNCQIQCN0PWcu&route=shorturl
3. Explore and determine the school district's childcare space available, shared specifics, and amenities	Northspan is assisting First Childrens Finance and the school district to determine what may be the best model in the SD space.
4. Create a task force to define each community's franchise fee situation and determine what collaboration could be possible	Draft report shared at the April ERJPB meeting
5. Implement the Housing Institute outcomes	All eligible communities are now working with North Shore Development Co. in some capacity
6. Each community identifies shovel-ready housing project	Planned outcome of NSDC engagement
7. Attract a housing development that will be under construction within the 3-year period	Pursuing options through NSDC engagement
Housing With the return of funds to IRRR, the Seller Readiness Rehabilitation Program now has a balance of just over \$30,000. Details are live at https://erjpb.com/housing/ . The first loan from the program has been fully awarded. East community is working with North Shore Development Company to advance housing efforts, and Aurora is bringing forward a survey to support the whole the whole East Range to support its proposed project.	

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Child Care

Northspan, the City of Aurora, and Mesabi East School District are working with First Children's Finance (FCF) to explore what types of infant care could realistically and sustainably operate within the school district building. This planning work will take several months. Because the school district currently holds the child care license, the group is evaluating different child care models to determine which options best fit the space, meet community needs, and have the potential to be financially sustainable.

We are also working with a child care provider to open an operation on the East Range. We are connecting this potential provider with the school district and helping them figure out licensing.

Business Retention and Expansion Visits

Northspan completed the 2025 round of BRE visits and has submitted a report to ERJPB.

Driving Access to Wealth and Networks (DAWN)

Northspan has united its programming under DAWN, a program to help entrepreneurs and businesses build connections, strengthen capacity, and access capital. We encourage anyone interested to sign up for DAWN [HERE](#). Prior programming tools such as the NORTHFORCE jobs website and the Northland Connection property database remain available for use.

Workforce Retention & Attraction

Contact Ali Bilden Camps at acamps@northspan.org for more information on the Northland's regional talent webtool: www.northforce.org.

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SD4. Targeting financial resources

Actions	Status
1. Stay informed and advocate for tax changes at state level including the impact of fiscal disparities	Document finalized; East Range will support RAMS/any other regional efforts
2. Relaunch ERJPB loan program and explore recapitalization	Recapitalized program has been launched; making loans
3. Compile and create an educational piece about financial resources	Updated and complete.
4. Explore increasing returns on ERJPB cash investments	Board approved shifting funds to accounts with higher interest rates
5. Coordinate capital projects and resources across communities	Coordinating as projects arise
6. Continue annual presentations from IRRR on available resources	Presentation took place in August 2025
7. Explore methods to bolster grant writing capacity	Discussed among admins
ERJPB Loan Program Northspan has relaunched the Business Participation Loan Program, which, following numerous loans, has a balance of about \$40,000. Guidelines are available at https://erjpb.com/2024/07/25/east-range-participation-loan-program and the application is available at https://www.surveymonkey.com/r/ERJPBParticipationLoan. We have awarded three loans this calendar year and are working with two current applicants. We continue to monitor existing loans for on-time payment. One current borrower requested and has received a temporary reduction in payments due to extenuating circumstances. Cash Investments ERJPB's funds with Northern State Bank will now have a higher interest rate that is competitive with what it could receive from investing in a CD. This option maintains ERJPB liquidity and prevents the need for the transfer of funds.	

UPDATES ON LOCAL AND REGIONAL PARTNERSHIPS

- **Mineland Vision Partnership** – MVP last met on May 20 and will meet again in fall.
- **East Range CAP (MP & NewRange)** – CAP is in its summer hiatus and resumes in September.
- **IREA** – IREA next meets on September 9.

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

GENERAL CHECKING (GENERAL CHECKING) (1)

June 30, 2026

Account: 00110100

Bank Account Number: 4900800

Bank Statement Balance:	2,974,045.36	Book Balance Previous Month:	2,208,134.16
Outstanding Deposits:	45,606.59	Total Receipts:	1,574,999.26
Outstanding Checks:	93,375.53	Total Disbursements:	851,249.99
Bank Adjustments:	5,607.01	Book Adjustments:	.00
Bank Balance:	2,931,883.43	Book Balance:	2,931,883.43
		Proof (Bank balance less book balance):	.00

Outstanding Deposits Section

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
22	320.00-	1040	965.00-	1041	1,000.00	1207	1,098.00
1208	1,646.79	1216	1,980.73	1217	3,429.96	1220	360.00
1223	18,972.03	1225	8,268.42	1226	3,981.76	1229	938.55-
2000078	1,077.93	2000079	424.00	20230522	5,012.27	20230523	578.25
Grand Totals:							45,606.59

Deposits cleared: 116 items

Deposits Outstanding: 16 items

Outstanding Checks Section

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
80405	5,218.38	92202	577.19-	202200	92.35	203246	343.85
203983	650.37	204003	50.00	204990	790.10	206067	13.50
207850	25.00	208240	1,004.17	208895	225.00	209632	359.76
210117	56.25	210250	1,127.13	210321	692.44	210334	969.63
210339	100.00	210343	218.47	210378	250.00	210379	250.00
210386	858.09	210392	500.00	210393	308.91	210394	46.13
210395	861.78	210396	2,361.09	210397	19,500.00	210398	47.94
210399	83.50	210401	775.52	210403	513.45	210405	173.06
210406	301.22	210413	337.81	210416	1,440.86	210419	2,726.85
210421	108.80	210422	3,528.50	210423	88.46	210424	22.02
210425	1,264.68	210426	132.62	210427	655.50	210428	976.60
210429	332.99	210430	1,981.08	210431	664.54	210433	36,000.00
210434	1,605.79	210435	19.53	210436	204.60	210437	1,289.58
210439	629.53	210440	696.96	210441	343.33	210442	80.00
240408003	55.00						
Grand Totals:							93,375.53

Checks cleared: 174 items

Checks Outstanding: 57 items

Bank Adjustments Section

Description	Amount	Description	Amount
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Description	Amount	Description	Amount
Carried Forward	638.00	PSN Adjustment	4,969.01
Grand Totals:			5,607.01

Book Adjustments Section

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**City of Hoyt Lakes
Resolution 2026-019**

STATE OF MINNESOTA
COUNTY OF ST. LOUIS
CITY OF HOYT LAKES

**RESOLUTION AUTHORIZING THE CITY OF HOYT
LAKES TO MAKE APPLICATION TO AND ACCEPT
FUNDS FROM R-2606-07168 SPECIAL PROJECTS TEPF**

WHEREAS THE authorizing authority approves of the attached application for the Repurpose Historic CCC Pavilion project: and

WHEREAS THE authorizing authority agrees to accept funding for the underlying project if approved by IRRRB.

NOW BE IT RESOLVED that the authorizing authority of Hoyt Lakes does adopt this resolution.

Upon vote taken, the following voted:

For:

Against:

WHEREUPON said Resolution No. 2026-019 was declared duly passed and adopted by the Hoyt Lakes City Council this 8th day of September 2026.

Brennan Scott, Mayor

Attest:

Dean Weiberg, City Administrator

**City of Hoyt Lakes
Resolution 2026-018**

**A Resolution Appointing Election Judges for the
2026 General Elections**

WHEREAS, a General Election on November 3, 2026; and

WHEREAS, Minnesota Statute 204B.21 requires the City of Hoyt Lakes appoint Election Judges to serve at all elections.

NOW, THEREFORE, BE IT RESOLVED, The City Council of the City of Hoyt Lakes is appointing the following persons, allowing for substitutions, if necessary, to serve as Election Judges for the Elections to be held in 2026; and authorizes the City Administrator to appoint additional or substitute Election Judges in case of emergency.

Kirstye Mealey (Head Judge)	Pam Belange	Louise Condit
Sue Lund	Teresa Fredrickson	Karen McNulty
Mary Blaisdell	Jan Butzke	Margie Nelson
Diane Fondie	Holly Armstrong	Debra Frey
Bonnie LaFrenier	Cheryl Flann	Michele Lammi
Sue Sowers	Ruth Reding	Dean Weiberg
Tammy Snetsinger	Betsy Karkinen	Sheree Sweeney

BE IT FURTHER RESOLVED, that the Polling Place for the City of Hoyt Lakes is the Hoyt Lakes Arena, 102 Kennedy Memorial Drive, Hoyt Lakes, MN during the hours of seven o'clock a.m. (7:00 a.m.) to eight o'clock p.m. (8:00 p.m.).

ADOPTED by the City Council of Hoyt Lakes, Minnesota this 8th day of September, 2026.

Brennan Scott, Mayor

ATTEST:

Dean Weiberg, City Administrator