



MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF STACY IN THE COUNTY OF CHISAGO AND THE STATE OF MINNESOTA PURSUANT TO DUE CALL AND NOTICE THEREOF

**REGULAR MEETING
APRIL 12, 2016, 7:00p.m.
STACY CITY HALL**

Call to Order

The Stacy City Council met in regular session and was called to order by Mayor Utecht at 7:00p.m.

Roll Call

Present: Mark Utecht, Jim Ness, Chuck Lucia, Tony Olivolo, and Samantha Denney

Absent: None

Others Present: Anne Thom, Ted Alliegro, Mark Statz, Doug Green, and Brian Hachey

Additions to the Agenda

Additions to the agenda:

- Doug Green
- On-Sale Discount
- League of MN Cities Committees at the Capital

Motion by Ness to approve the agenda as amended. Second by Olivolo. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Public Comment

None

Consent Agenda

Motion by Ness to approve the consent agenda as presented. Second by Olivolo. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Staff Reports

City Attorney

Ted Alliegro

Meter Install Inspection

The property that installed the water meter provided by the Maintenance Department has not had the meter inspected. The Maintenance Department has not been able to coordinate an inspection. If the Maintenance Department hasn't inspected the meter by April 28th then get the city attorney involved.

Kultala Property

Attorney Alliegro said that generally the court will contact the city to update them on what happened during the court proceedings; Stacy has not received an update. Typically the court will ask the city to keep them up-to-date on progress. The city building inspector has been directed to review the property and provide an update to the city attorney who in turn will report to the county attorney.



Truck Access to Pretty Bird

This item handled out of order by motion of Ness. Second by Olivolo and carried.

City Code §71.01 Truck Restrictions; The City Council by resolution may designate streets on which travel by vehicles in excess of 5 tons per axle is prohibited. The City Maintenance Officer shall erect appropriate signs on such streets. No person shall operate a vehicle on such posted streets in violation of the restrictions stated.

No resolution has been passed; the clerk was directed to draft a resolution to include:

- Specifically name the streets in the city that are to be posted as 5 tons per axel.
- Authorize Foster Avenue and 311th East to the Sunrise Bike Trail for access to Pretty Bird.
- Do not include the Stacy Ponds Business Park roads as designated 5 ton roads.
- The council may amend the resolution to consider exceptions for certain businesses.
- The maintenance supervisor can grant access for vehicles over 5 tons at his discretion; such as moving trucks, cement trucks, etc.

City Engineer
Mark Statz

**City Hall Improvements –
Action on the Bids**

Motion by Ness to award the bid to Ebert Construction in the amount of \$212,600.00; for the City Hall renovation project for ADA compliance. Second by Denney. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Motion by Ness that we finance the project as discussed last month a total project cost of \$260,000; \$115,000 to the general fund, \$85,000 to water fund, and \$60,000 to sewer fund. Second by Olivolo. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Financial Advisor
Doug Green

Liquor Operations Transfer

Mr. Green said that state statute does allow for the liquor operations transfer to pay for the water fund bond; therefore, the amount levied for water bonds can be removed from the levy and handled through a transfer from the liquor fund. As stated previously levying for enterprise fund bonds should be done only a temporary basis.

City Hall Project

This item handled out of order by motion of Utecht. Second by Ness and Carried.

Mr. Green presented an analysis of the city’s general fund; the council discussed the report in particular the public works department and the liquor operations transfer. Mr. Green projected a negative fund balance in the future should the city pay for the \$115,000 expenditure for the city hall improvements. However, after discussion it was determined that the



fund balance would remain relatively level with the adjustments suggested.

Mayor Utecht said that this is the first “doom and gloom” forecast we have received; something just doesn’t feel right. This must be from some type of mistake made in the past. The public works expenditures will be reviewed further.

Series 2005A Lease Revenue Bonds

This item handled out of order by motion of Utecht. Second by Ness and carried.

Motion by Ness to refund the 2005 Lease Revenue Bonds utilizing option 2. Second by Lucia. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

City Clerk
Sharon Payne

City Hall Improvement Project

The clerk reported that she had met with Mr. Statz and Mr. Jones today to discuss what needs to occur should the council approve the city hall improvements. The clerk asked for clarification that she should be heading this project as building and grounds are typically handled by the Maintenance Supervisor, this needs to be a coordinated project. The council said that the clerk should oversee the project.

The total project cost is anticipated at \$260,000, with \$45,000 for relocation costs. The council consensus was to allow Ms. Payne to make decisions on the relocation costs staying within the allotted budget.

Vacation Request

Motion by Ness to approve Ms. Payne’s request for vacation. Second by Utecht. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Committees Commissions

Committee Governance

The clerk will notify the committees that they need to take minutes of their meetings; she will provide them guidelines regarding what should be included in the minutes.

Chisago Lakes Joint Sewage Treatment Commission

Member Olivolo said that another company is submitting a solar energy proposal to the commission.

Personnel Committee

The council requested that the supervisor review forms be sent to them; they still need to complete their rating section.

Public Information Committee

The committee will be reviewing the Loss Control Recommendations from the League of Minnesota Cities; the Personnel Committee will also be reviewing. Ultimately back to the council for their review and approval.

Park and Recreation Committee

Easter Festival:

Member Olivolo reported that the Easter Festival was a great success. He had a copy of the Post Review article by Anne Thom highlighting the event.

Removal of Members for Non-Residency:

Motion by Ness to remove Shirley Hockensmith and Cory Rawls from the Park and Recreation Committee due to non-residency. Second by Denney. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Handicap Equipment:

Member Olivolo would like to order the Wisper Guide for the park; he will bring the cost to the council.

EDA

Member Denney reported that the EDA received an inquiry about locating a bakery in Stacy; Mr. Hensel will be working with the business.

Planning Commission

Ordinance 2016-4-1, Fence

Motion by Utecht to approve Ordinance Number 2016-4-1, "An Ordinance Amending Chapter 153 of the City Code of the City of Stacy Amending Subsection 153.032(B)(C)(F) Fence Requirements;" with summary publication. Second by Denney. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Ordinance 2016-4-2, Pets

Motion by Utecht to approve Ordinance Number 2016-4-2, "An Ordinance Amending Chapter 92.01 Definitions; 92.02 Dogs and Cats Subsection (B) License Required; 92.06 Kennels, of the City Code of Stacy;" with summary publications. Second by Denney. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Removal of Member for Non-Residency

Motion by Ness to remove Shirley Hockensmith from the Planning Commission and move Michelle Boeck to a full member. Second by Olivolo. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Accessory Dwelling Units

A joint meeting of the City Council and Planning Commission will occur on April 19th at 7:30p.m. To discuss accessory dwelling units.

Old Business

Schedule Melissa Archer Review Date

The probationary review for Melissa Archer was set for April 26th at 7:00pm.

Email Service Provider

Motion by Utecht to migrate the City Council and Planning Commission emails to Google for Work. Second by Ness. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Code Red Update

The City Clerk, Maintenance Supervisor, and Mayor have been trained on the system.

New Business

League of Minnesota Cities Annual Conference

Motion by Utecht to allow any City Council member who wants to attend any class applicable to Stacy; the city will pay mileage and registration costs. Second by Ness. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.



Member Denney was asked to serve on a committee at the League of Minnesota Cities; does she need council approval? Everyone supported her service on the committee.

MN DEED

Motion by Utecht to reimburse Member Denney for mileage to attend the Minnesota Department of Employment and Economic Development informational session on the Minnesota Investment Fund. Second by Ness. Denney, Lucia, Ness, Olivolo, and Utecht voted yes. Mayor Utecht declared the motion carried.

Mayor/Council

**Stacy Wine & Spirits –
Security Proposal**

This item handled out of order by motion of Utecht. Second by Denney and carried.

Motion by Ness to approve the purchase of security system from Pro-Tec Design for a cost not to exceed \$19,000 for the liquor store. Second by Olivolo. Ness, Olivolo, Denney, and Utecht voted yes. Lucia voted no. Mayor Utecht declared the motion carried 4-1.

On-Sale Discount

Ms. Archer, the Sports Grill Manager, proposed in her monthly report to the council to offer an employee discount. The council discussed her proposal and the majority concurred no discounts for elected or appointed officials; and support a discount for city employees in general. The council agreed to leave the decision to Ms. Archer. However, they do want this to be tracked on the financials.

Adjourned at 9:58p.m.

Mayor Utecht declared the meeting adjourned at 9:58p.m.

Sharon MT Payne