



**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
MARCH 13, 2012, 7:00p.m.
STACY CITY HALL**

Call to Order

Roll Call

Additions to the Agenda

Public Comment

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

Present: Charles Lucia, Jim Ness, Michael Carlson, and Cindy Bruss

Absent: Mark Utecht

Others Present: Charles Schwartz, Peter Grundhoefer, Anne Thom, Mark Ness, Troy Nelson, Kirk Oswell, Lisa Rawlings, Doug Green, and Patty Kettles

Additions to the Agenda:

- Merry-go-round
- Sunrise Auto Cars in City Hall Lot
- Update on Park Grant
- Phone Rates at the Fire Station
- Closed Meeting Minutes

Motion by Ness to approve the additions to the agenda. Second by Bruss. Ness, Bruss, Lucia, and Carlson voted yes. Acting Mayor Carlson declared the motion carried.

Kirk Oswell (indicated he would be recording his conversation) was present on behalf of father in law who lives on Fox Run Road. He recently received an invoice for the irrigation meter for the townhome development.

Mr. Oswell had a couple of comments/questions:

1. When did the city council find out about the outstanding bill owed from Mr. Birdsall.
2. Shouldn't the water have been turned off a long time ago for nonpayment.
3. The residents have already paid their individual utility bills as well as association fees.
4. Should the homeowner be forced to pay for a water bill that was incurred by Mr. Birdsall.
5. What about the late fees for the invoice; they didn't know about the bill; is it fair to assess late fees?

Mr. Grundhoefer responded that he understands the concern expressed by the property owner. However, the city has the authority to collect the past due invoice from the benefitted properties in the development.

Member Ness stated that this was not an easy decision by the council.

The clerk was directed to prepare a breakdown of the late fees for the council's review at their April meeting.



Lisa Rawlings was upset that her current bill was for 3,000 gallons; she has never used over 2,000 gallons in a month even in the summer. She stated this bill is for the shortest month.

The clerk notified the council that the meters were actually read on March 6th.

Member Ness explained that the extra usage may be just in the way the meter reads and cycles.

Ms. Rawlings stated she would not pay for 3,000 gallons; the council stated they have to go with what the meter reads.

Consent Agenda

Motion by Ness to approve the consent agenda with the noted change to the Special Meeting Minutes of March 2, 2012. Second by Lucia. Ness, Lucia, Bruss, and Carlson voted yes. Acting Mayor Carlson declared the motion carried.

Staff Reports

City Attorney
Peter Grundhoefer

Closed Meeting Minutes

Motion by Ness to table the closed meeting minutes until the April 10, 2012, meeting. Second by Carlson. Ness, Carlson, Lucia, and Bruss voted yes. Acting Mayor Carlson declared the motion carried.

City Engineer
Chuck Schwartz

Park Grant for Ball Field Improvements

Mr. Schwartz reported that the grant had been submitted; he committed Stacy's contribution of \$4,000 towards the project. Stacy's contribution can also use "in kind," contributions and not necessarily contribute \$4,000 in actual money.

A condition of the grant is that Stacy needs to operate a youth ball program or be a 503C which they are not. The city could consider appointing Bob Gustafson of Chisago County Recreation as the Park and Recreation Coordinator; he oversees the ball program, including youth.

Motion by Ness to appoint Bob Gustafson as Voluntary Park Director with the Park and Recreation Committee working out the details with Mr. Gustafson. Second by Bruss. Ness, Bruss, Lucia, and Carlson voted yes. Acting Mayor Carlson declared the motion carried.

Funding Seminar

Mr. Schwartz attending a seminar on funding; they did not reserve funds for the Green Project which means these funds will not be available for the potential water treatment facility.

City Clerk

Sharon Payne

Springsted – Water and Sewer Rate Analysis

Doug Green and Patty Kettles were present to discuss the rate proposal project with the council.

The council would like to see that the following are included in the proposal:

1. Review of Ehlers data to see if it is accurate and yes/no why.
2. Prepare a document that the council and residents can understand.
3. Would like to see some type of document that the city can maintain; and not have to have Springsted review annually.
4. Inclusion of upcoming project costs in analysis.

Ms. Kettles indicated that the proposed rate of \$3,000 includes her review of Ehlers reports; certain portions will not need to be reviewed again such as the block rates as they are based on consumption patterns; and they do meet the water conservation standards.

Mr. Green said that they can provide the city with a spreadsheet that the city can update; however, the document is proprietary and available at an additional cost.

Motion by Ness to move forward with Springsted preparing the rate study for \$3,000. Second by Bruss. Ness, Bruss, Lucia, and Carlson voted yes. Acting Mayor Carlson declared the motion carried.

Water and Sewer Access Charges (WAC and SAC Fees)

Ms. Payne was asked to have the WAC and SAC fees reviewed; it was reported that other cities have reduced these fees to encourage development.

In reviewing the data prepared by Ms. Schmidt; Stacy did not appear to be out of line; therefore the council will not be adjusting these fees.

Benefits for Employee Absence

The Utility Billing Clerk will be on a medical leave; does the council want to continue to contribute to her benefits (insurance premiums) during her absence. The previous practice is that the city has continued to pay for these premiums for an employee on leave.

The council consensus was to continue to pay the premiums for the Utility Billing Clerk for the six week anticipated leave.

Resolution Establishing Precincts and Polling Places

Motion by Ness to approve Resolution Number 2012-3-1, "Resolution Establishing Precincts and Polling Places in the City of Stacy." Second by Lucia. Ness, Lucia, Bruss, and Carlson voted yes. Acting Mayor Carlson declared the motion carried.

Lions Club – Payoff of Lights

Motion by Bruss to move forward with an appreciation plaque for the Stacy Lions Club for their purchase of the Doyle Ball Field lights. Second by Carlson. Bruss, Carlson, Ness, and Lucia voted yes. Acting Mayor Carlson declared the motion carried.

Compensation for the Building Inspector's review of the Conditional Use Permits

The review of the Conditional Use Permits (CUP) is outside of the scope of the building inspector. Would the council consider compensating Mr. Kramer to perform the review of CUP's.

The clerk was directed to ask Mr. Kramer what he thinks it will cost to perform the work; how many hours and at what rate of pay.

Committees Commissions

Employee Policies and Procedures

Member Ness asked if the City conducts and annual harassment training; do we need to?

Ms. Payne was asked to remind management of the requirements when utilizing vacation time.

Park and Recreation Committee

The committee is working on the First Annual Easter Egg Hunt which will take place on April 7, 2012, at 10am at Rick Doyle Memorial Fields; this is a community project with several organizations involved.

There will soon be new playground equipment added to Lions Park.

EDA

Motion by Ness to appoint James Kultala to the EDA. Second by Bruss. Ness, Bruss, Lucia, and Carlson voted yes. Acting Mayor Carlson declared the motion carried.

Planning Commission

Motion by Bruss to appoint James Kultala to the Planning Commission. Second by Carlson. Bruss, Carlson, Lucia, and Ness voted yes. Acting Mayor Carlson declared the motion carried.

Floodplain Management Ordinance

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

Motion by Ness to approve Ordinance Number 2012-3-2, "An Ordinance Amending Chapter 153 of the City Zoning Code to Establish Floodplain Management Regulations in Section 153.059 of the City Code;" and approve Title and Summary publication. Second by Bruss. Ness, Bruss, Lucia, and Carlson voted yes. Acting Mayor Carlson declared the motion carried.

Old Business

Ehlers Invoice for Rate Study

Motion by Ness to table until the next meeting. Second by Bruss. Ness, Bruss, Lucia, and Carlson voted yes. Acting Mayor Carlson declared the motion carried.

New Business

There was no action taken on the following items:
League of MN Cities – Safety Loss Control Workshops
Chisago County Water Plan Update
Protecting the St. Croix River Basin Workshop

Mayor/Council

**Adoption of Policy
Regarding Disposition of
Property**

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

Member Ness wanted to clarify that Jerry Schroeder does not have the merry-go-round.

Motion by Bruss that the city adopt a policy that we dispose of property that is unsafe; it should be destroyed. Second by Carlson. Motion rescinded.

The council directed the city attorney to draft a policy regarding disposal of city property.

**Sunrise Auto's Use of City
Hall Property**

During the recent snow fall Sunrise Auto parked their cars in the city hall parking lot; it was done in such a way as to block residents access to the city's payment box. The city wants to be a good neighbor and would request that when Sunrise Auto uses city hall property that they park the cars south of the building as to not block access to residents; this should be adhered to at all times even when city hall is closed.

Fire Hall – Phone Rates

Motion by Ness for the Fire Hall to stay with Frontier for a one year Contract. Second by Lucia. Ness, Lucia, Bruss, and Carlson voted yes. Acting Mayor Carlson declared the motion carried.

Adjourned at 8:55pm

Acting Mayor Carlson declared the meeting adjourned at 8:55pm.

Sharon MT Payne