



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

**SPECIAL MEETING
APRIL 30, 2024 7:00 p.m.
33155 HEMINGWAY AVENUE, STACY MN 55079**

Call to Order

The meeting was called to order by Mayor Utecht at 6:00 p.m.

Attendance

Present City Council: Mark Utecht, Tim Sawatzky, Carolyn Cagle, and Dennis Thieling
Absent: Jeff Barrett
Others Present: Michelle Hayes and Angie Comstock
Public: Dick Stiers and LeeAnn Muscha

Purpose of the Special Meeting

The purpose of the meeting is to interview candidates for the Stacy Sports Grill, review and discuss the meter replacement project details and timeline, review ordinances 51.22 & 34.01, and review and prioritize agenda items for the newly seated council.

Interviews and Council Action

The City Council members present interviewed LeeAnn Muscha for the Municipal On-Sale General Manager position for the Stacy Sports Grill. No action was taken on the interview. The clerks' department will try to schedule an interview with an additional candidate for the special meeting on Monday, May 6, 2024. If any of the applicants that did not make it for their interviews contact the clerks' department with a good reason for missing the interview, the Finance Director has the authority to reschedule them to the next special meeting.

City Clerk/Finance Department

Meter Replacement Project Details & Timeline

This item was handled out of order by motion of M. Utecht. Second by T. Sawatzky. Members T. Sawatzky, D. Thieling, C. Cagle, and M. Utecht voted yes. Mayor Utecht declared the motion carried.

Finance Director Michelle Hayes provided the updated timeline for the water meter replacement project. The clerks' and maintenance departments met with DSG recently and learned that the timeline had been moved up. The AMI collector (radio receiver) on top of the water tower is being installed on May 20, 2024. Approximately 10 water meters are being strategically upgraded around the city with the new meters as a part pilot group to ensure the process is going well. The resident's meter replacements will begin on May 20, 2024. There will be a page on the City's website explaining the project and directing residents where to schedule their replacement meter installation. The

letter to residents also has a QR code to assist in scheduling. The meter replacements will hopefully be wrapped up by June 20, 2024, in time for that utility billing.

The clerks' department is requesting revisions to §51.22 Maintenance and §34.01 Fee Schedule. These revisions will increase the fine for not allowing water meters to be replaced/repared from \$15.00 to \$100.00 a month. An average utility bill is around \$100.00 which is why that amount was chosen. This is requested as an incentive to ensure that the meters are all replaced as planned. The draft letter to the residents needs to be approved as an initial notice for residents to start scheduling their replacements. Member C. Cagle noted that it should be highlighted that the replacement is at no cost to residents, except in instances where their current plumbing isn't compatible with the new meter. There is minimal chance that the plumbing won't be compatible, but it needs to be highlighted.

Mayor Utecht stated that he agreed with the ordinance revisions and approved of the letter. The Council cannot take action on the ordinances until they have been posted for 10 days, so the amendments and the letter will be on the agenda for approval at the Special City Council meeting on Monday, May 6th.

Mayor/Council Business

Review & Prioritize Items for New Council

This item was handled out of order by motion of M. Utecht. Second by T. Sawatzky. Members T. Sawatzky, D. Thieling, C. Cagle, and M. Utecht voted yes. Mayor Utecht declared the motion carried.

Mayor Utecht's idea for this is to get bullet points together from all the Council members and ask the clerks' department put the bullet points into a spreadsheet and then distribute it to the Council members to be ranked in priority. The scores will be added and averaged, and the lowest score will be ranked as the highest priority. The Council agreed with this process. The Council members reviewed Member J. Barrett's bullet points that were submitted ahead of the meeting and are in agreement. Additional bullet points were provided by the members present as shown below:

Member T. Sawatzky

- Budget
- Pay Matrix
- Council Chambers

Member C. Cagle

- Budget
- Pay Matrix
- Road Projects/Maintenance
- Fire Department

- Joint Projects with Surrounding Cities
- Community Outreach to Residents
- Lent Town Hall Status (Hours & Promotion Budget)

Member D. Thieling

- Budget
- Road Projects/Maintenance
- EDA
- Housing
- Parks & Recreation
- Assess Trees on City Property
- Parking for Stacy Ponds Trailhead

Mayor Utecht

- Committee Assignments
- Term of Mayor & Council Members
- Budget
- Pay Matrix
- Parks & Recreation

The clerks' department was directed to put together the list of items and send it out to the Council members tomorrow, May 1. Council members will be asked to put the list in order of their priority and submit it back to the clerks' department by Monday, May 13 so that it can be reviewed at the May 14 Council Meeting.

Adjourned at 7:42 p.m.

Motion by M. Utecht to adjourn the meeting. Second by D. Thieling. Members D. Thieling, T. Sawatzky, C. Cagle, and M. Utecht voted yes. Mayor Utecht declared the meeting adjourned at 7.42 p.m.

Angie Comstock, Deputy City Clerk