

Unapproved Minutes

January 12, 2021



**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
DECEMBER 8, 2020, 7:00p.m.
MEETING HELD VIA TELECONFERENCE DUE TO COVID-19,
ALSO HELD IN PERSON AT 30955 FOREST BOULEVARD,
STACY MN**

Call to Order

The meeting was called to order by Mayor Utecht at 7:00pm.

Roll Call

The following members were present at City Hall:

Roll Call:

Utecht	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ness	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Olivolo	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent, left meeting at 8:10p.m.
Lawrence	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Carlson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Others Present:

In person: Dan Boyum, James Mongé, Tim Sawatzky, Jim Ness, Dennis Thieling

Webex: John Wicklander, Dan and Elizabeth Vierling,

Additions to the Agenda

Additions to the agenda:

- Stacy Sports Grill Pay Increase Proposal
- League of Minnesota Cities – Council Training
- Joint Powers Budget Remaining Balance Return to City and Township

Motion by Ness to approve the agenda as amended. Second by Utecht.

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.



Public Comment

None

Consent Agenda

Motion by Ness to approve the consent agenda as presented. Second by Olivolo.

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

Staff Reports

City Attorney

James Mongé

**Resolution 2020-12-9,
Accepting Donation**

Motion by Ness to approve Resolution Number 2020-12-9, Resolution Accepting Donation as presented. Second by Carlson.

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

**Fire Department Budget –
Remaining Funds**

The council would like Attorney Mongé to research if the unused funds in the fire department budget can go directly into an account ear marked for radios; or do those funds need to go to the entities and then set aside.

If the Joint Powers Agreement does not allow this, can he prepare a draft revision to the agreement.

**Fire Relief Association
Payment**

Motion by Ness to approve the additional \$238 payment to the Stacy Lent Fire Relief Association. Second by Utecht.



Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

City Engineer

Dan Boyum

Monthly Report

Mr. Boyum reviewed his report with the council and addressed questions. The report included:

- **Revived Iron – Sewer and Water Service Extension to Adjusted Lot** – The business owner updated us that they have hired a new contractor to do the sewer and water service extension. The work is complete.
- **307th Street and Utility Improvements** – The public hearing was held on November 18, 2020, and the council authorized preparation of plans and specifications. Depending on upcoming decisions related to 311th Street Improvements, both projects would be designed and bid this winter for 2021 construction. PFA Staff provided feedback that the +/- \$162,000 in WIF account (at the end of 2020) could be used for sewer related costs.
- **Storm Water Utility Fee Review** – We reviewed storm water utility fees for some of the newer properties, updated the City's spreadsheet, and forwarded comments to City Staff.
- **311th Street and Storm Sewer Improvements** – We investigated the stormwater piping that both county and city areas drain to on Finch Avenue. With the help of public works staff, the outlet south of Finch Court was located and shot. This was helpful in evaluating the downstream storm sewer system capacity along Stacy Trail.

We will plan to present the feasibility report at the December 8 Council Meeting. The Council can provide any comments, and we will have a draft resolution that could be acted upon to accept the feasibility report and set the public hearing. There is a 10-day notice requirement for the public hearing from the



date of publication and mailing. We can review various dates for a public hearing with the Council at the meeting.

- **Kwik Trip – New Underground Tank Installation and Building Expansion** – We are reviewing updated information as it relates to the building expansion.
- **Foxtail Woods Mini-Storage Facility** – The City Planner gave feedback related to this proposed site. We received questions related to ROW or Outlot platting from the property owner’s architect.
- **Stacy Trail Mill and Overlay Project** – Information on the condition of sanitary sewer structures and water gate valve boxes that was reviewed by Public Works Staff and forwarded to Chisago County for this project. County Staff said the County Board will be reviewing budgets and decide if the project will proceed as a mill and overlay project in 2021 or 2022. We reviewed some of the preliminary downstream storm sewer findings with County Staff since the Stacy Trail storm sewer handles both County and City storm water. Some upsizing of pipe will be recommended as part of the 311th Street Project. The County will typically participate in costs depending upon contributing drainage areas.

County Staff confirmed they will not be doing storm sewer utility work with their mill and overlay project. Any pipe upsizing should be done ahead of that Mill and Overlay project.

Mayor Utecht reported that the County has hired a lobbyist to request federal funding for the County Road 19 bridge over 35.

311th Street Feasibility Report

Resolution 2020-12-10

Mr. Boyum presented the Feasibility Report and addressed questions. The council said that reconstruction was their preference.

Motion by Utecht to approve Resolution Number 2020-12-11, Resolution Receiving Engineer’s Report and Calling for Hearing on 311th Street and Utility Improvements to be held on January 14, 2021, at 7:00p.m. as amended Second by Ness.

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No



Mayor Utecht declared the motion passed unanimously.

Recess

Motion by Utecht to take a five-minute recess. Second by Ness.

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Olivolo	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

Finance Director
Michelle Hayes

Resolutions:

- **CARES Act Funds**
- **Approving 2021 Levy**
- **Dedicating Funds – Truck**
- **Dedicating Funds – Fire Equipment**
- **Dedicating Funds – Parks**
- **Dedicating Funds – Streets**
- **Dedicating Funds – Water Asset Replacement**

Motion by Ness to approve:

1. Resolution Number 2020-12-10, Resolution Allocating Coronavirus Aid, Relief and Economic Security Act Funds (Known as the CARES Act Funds) to Local Government Activities.
2. Resolution Number 2020-12-6, Resolution Approving the Final City Levy for 2021.
3. Resolution Number 2020-12-1, Resolution Designating Reserves General Fund Capital Equipment Truck (International).
4. Resolution Number 2020-12-2, Resolution Designating Reserves General Fund Fire Equipment.
5. Resolution Number 2020-12-3, Resolution Designating Reserves General Fund Park Improvements.
6. Resolution Designating Reserves General Fund Streets.
7. Resolution Designating Reserves Water Fund Asset Replacement.

Second by Utecht.

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No



Mayor Utecht declared the motion passed unanimously.

Employee Pay Increases

Motion by Ness to approve the pay increases as presented for the Maintenance Supervisor, City Clerk, and Finance Director; effective January 1, 2021. Second by Carlson

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

Employee Portion of Benefits

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

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

The city attorney will research if the city can pay the employee portion of benefits should a lay-off occur.

Liquor Operations

Stacy Wine & Spirits Wage Increase Proposal

Motion by Utecht to approve a pay increase for Rod Olson of 3% effective January 1, 2021. Second by Ness

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

Stacy Sports Grill Wage Increase Proposal

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

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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Ness Yes No
Lawrence Yes No
Carlson Yes No

Mayor Utecht declared the motion passed unanimously.

Motion by Utecht to approve a 3% pay increase for John Wicklander effective January 1, 2021. Second by Ness.

Roll Call Vote:

Utecht Yes No
Ness Yes No
Lawrence Yes No
Carlson Yes No

Mayor Utecht declared the motion passed unanimously.

Committees/Commissions

Planning Commission

**Ordinance – Accessory
Building is the Business
District**

Motion by Utecht to approve Ordinance Number 2020-12-8, Ordinance Amending Chapter 153 of the City Code Regulating Accessory Buildings in the Central and General Business District as presented; with summary publication. Second by Ness.

Roll Call Vote:

Utecht Yes No
Ness Yes No
Lawrence Yes No
Carlson Yes No

Mayor Utecht declared the motion passed unanimously.

**Public Information
Committee**

**Approve Newsletter for
Mailing**

Motion by Utecht to approve the newsletter as amended Second by Ness.

Roll Call Vote:

Utecht Yes No
Ness Yes No



Lawrence Yes No
Carlson Yes No

Mayor Utecht declared the motion passed unanimously.

Old Business

**Comprehensive Plan
Revision**

Motion by Ness to approve the revisions to the Comprehensive Plan as amended Second by Utecht.

Roll Call Vote:

Utecht Yes No
Ness Yes No
Lawrence Yes No
Carlson Yes No

Mayor Utecht declared the motion passed unanimously.

**Ordinance – Amending
Snow, Ice, Dirt and Rubbish**

Motion by Ness to approve Ordinance Number 2020-12-7, Ordinance Amending Chapter 93.02 of the City Code amending Section 93.02 Snow, Ice, Dirt and Rubbish as amended Second by Lawrence

Roll Call Vote:

Utecht Yes No
Ness Yes No
Lawrence Yes No
Carlson Yes No

Mayor Utecht declared the motion passed unanimously.

New Business

Tomatoes Restaurant Wine License

Motion by Utecht to approve the renewal of Tomatoes Restaurant's wine license. Second by Carlson.

Roll Call Vote:

Utecht	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Lawrence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Carlson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

Mayor/Council Business

Mark Ness – Last Meeting

Member Ness read a statement he prepared;

"I wanted to thank the Citizens of Stacy for allowing me to serve them over the last 4 years. It has been an honor. I am proud to say that, at the time I was appointed, I was the youngest serving Council Member at the age of 23. I have learned a lot about city operations and will take it with me as I pursue new opportunities.

What I hope everyone will remember me for is my dedication to my values/principles and following processes that the City has.

Following my values, at times, might have countered what popular opinion was. However every decision that I made, I had the best interest for the City in mind. I give these parting words to my successors, as former President Ronald Reagan said, "Never let the things you can't do, stop you from doing what you can."

Mayor Utecht thanked Member Ness for his service to the city.

Adjourned at 9:11 p.m.

Mayor Utecht declared the meeting adjourned at 9:11 p.m

Sharon MT Payne, City Clerk



Regular Meeting – December 8, 2020



**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**

**TRUTH IN TAXATION
DECEMBER 8, 2020, 6:30p.m.
Also by Webex
STACY CITY HALL**

Call to Order

The meeting was called to order by Mayor Utecht at 6:30p.m.

Roll Call

The following members were present at City Hall:

Roll Call:

- | | | |
|----------|---|---------------------------------|
| Utecht | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Ness | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Olivolo | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Lawrence | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Carlson | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |

Others Present:

In person: Jim Ness, and Dennis Thieling

Purpose of the Meeting

To Present the Proposed 2021 Budget and Discuss with Members of the Public.

2021 Budget

The council discussed the 2021 Budget, and addressed questions from the public.

Final Levy Adoption

The final levy will be adopted at the regular council meeting being held tonight.

**Adjourned at
6:45p.m.**

Motion by Utecht to approve adjourn. Second by Ness.

Roll Call Vote:

- | | | |
|----------|---|-----------------------------|
| Utecht | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Ness | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Olivolo | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Lawrence | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Carlson | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |



Mayor Utecht declared the motion passed unanimously.

Sharon MT Payne

DRAFT