



**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  
JUNE 12, 2018, 7:00p.m.  
STACY CITY HALL**

**Call to Order**

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

**Roll Call**

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

**Absent:** None

**Others Present:** Amy Schutt, Jeremy Hauser, Doug Green, Dennis Thieling, Peggy Korlath, Pastor Ben Hollingsead, Paul Authier, and Ronson VanCannyet

**Additions to the Agenda**

Additions to the agenda:

- County Projects Sidewalks
- Maintenance City Sidewalks
- Water Plant Pay Request Number 20

Motion by J. Ness to approve the agenda as amended. Second by M. Ness. Members J. Ness, M. Ness, C. Lucia, M. Utecht, and T. Olivolo voted yes. Mayor M. Utecht declared the motion carried.

**Public Comment**

**Pastor Ben Hollingsead:**

Invited the council to the St. John's Lutheran Church's Community Event on June 16, 2018, from 4:00-8:00pm. There may be a quorum of the council present, the clerk will post the notice.

**Consent Agenda**

Motion by M. Ness to approve the consent agenda as presented Second by J. Ness. Members M. Ness, J. Ness, C. Lucia, M. Utecht, and T. Olivolo voted yes. Mayor M. Utecht declared the motion carried.

**Staff Reports**

**City Attorney**

**Amy Schutt**

**Kultala Nuisance Abatement**

Hearing pending.

**Stacy Sports Grill Band Issue**

Hearing pending.



**Assessment Deferral –  
2018 Street Improvement  
Project**

The council passed an ordinance on March 13, 2018, allowing the deferral of special assessments, at the council's discretion, for certain senior citizens, veterans, and disabled individuals. Per that statute, an individual has 30 days from the date an assessment roll is adopted to submit an application for deferral. If approved, the individual must submit an annual renewal application thereafter.

The assessment roll for the 2018 Street Improvement Project was adopted on March 27, 2018. At least three individuals contacted staff regarding the deferral. However, due to this being a new process and due to difficulties in obtaining the requisite application forms from the county (obtained last week), the application deadline has passed without those individuals being able to file a deferral application.

Staff wanted to bring this matter to Council's attention and ask whether, based on these unique circumstances, Council wanted to grant a one-time extension of the deadline for filing a deferral application for the 2018 Street Improvement Project, so that interested individuals can apply.

Motion by M. Ness to extend the deferral application deadline for the 2018 Street Improvement Project to July 27, 2018. Second by T. Olivolo. J. Ness, M. Ness, T. Olivolo, C. Lucia, and M. Utecht voted yes. Mayor Utecht declared the motion carried.

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**City Engineer  
Jeremy Hauser**

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**Water Treatment Plant  
Project**

**Radium Testing:**

Mayor Utecht received an email from a resident wanted to know the results of the radium testing; the results are not known yet. The Department of Health has not provided them to us yet.

**Pay Request Number 20:**

Motion by M. Utecht to approve Pay Request Number 20 in the amount of \$51,025.30 to Magney Construction for the Water Treatment Plant. Second by T. Olivolo. Members M. Ness, T. Olivolo, J. Ness, C. Lucia, and M. Utecht voted yes. Mayor M. Utecht declared the motion carried.

**2018 Street Project**

**Forterra:**

Mayor Utecht said that Bob Stihl from Forterra contacted him regarding the steal culvert by their driveway; he said that Forterra would donate a concrete culvert for that area. Mr. Hauser has been in communication with Mr. Stihl and the contractor.

Mr. Hauser gave an update on the project; Mayor Utecht said he was disappointed that the contractor left the project for about a week.

**Change Order Number 1:**

The change order adds Data Practices Language to the contract, there is not cost associated with the change order.

Motion by J. Ness to approve Change Order Number 1, Second by M. Ness. J. Ness, M. Ness, T. Olivolo, C. Lucia, and M. Utecht voted yes. Mayor Utecht declared the motion carried.

**Pay Request Number 1:**

Motion by J. Ness to approve Pay Request Number 1 in the amount of \$93,445.33 to Valley Paving Inc., for the 2018 Street Improvement Project. Second by C. Lucia. Members M. Ness, T. Olivolo, J. Ness, C. Lucia, and M. Utecht voted yes. Mayor M. Utecht declared the motion carried.

**County Project – CSAH 30**

**Forterra Dust on Road:**

Member Lucia said that he is not happy with the amount of dust on the road from the Forterra property; it's not clear if the dust is from the plant or the temporary concrete plant being used by Shafer Contracting. Mr. Hauser will talk with the county regarding this, and Mayor Utecht will contact Bob Stihl.

**Sidewalks:**

Member M. Ness asked that it be communicated to the county that the contractor needs to repair the sidewalks they damaged during construction. Also, if they could trim the trees over the new sidewalks.

**County Project - CSAH 19**

Tree removal has begun, they plan on starting the construction at the end of July or beginning of August.

**Lift Stations**

The lift station upgrades will occur in the next week or two, it will take a couple weeks to complete.

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**Maintenance**

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**Emergency Siren:**

Member M. Ness noticed that in the past two years he has had to email in March/April that the sirens aren't working; isn't this something the maintenance department could calendar each year? Also, couldn't the department listen when the sirens are tested each month to assure they are working?

**Large Claims:**

Member J. Ness said that in the claims he saw an expense for about \$2,000 for a truck repair, when this big of expense is incurred Mr. Jones should note it in his bullet report.

**City Sidewalks:**

Is the sidewalk in front of Gateway Sign a city sidewalk? There are weeds growing out of it like crazy.; if its ours then we should handle it. If its Gateway's then they need to handle it.

The clerk was directed to send notice to the property owners along CSAH 30 that have new sidewalks; indicating what their responsibilities are in relation to the sidewalks.

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## **Liquor Operations**

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A set schedule for the Liquor Operations meeting was established every other month on the third Wednesday of each month at 7p.m.

### **Pay Increase Request – Rod Olson**

Mr. Olson's request for an pay increase was discussed and the following points made:

- Member J. Ness said that the request should be discussed at budget time.
- Member M. Ness does not support a mid-year increase, prefers first of the year.
- Member T. Olivolo said he would like to see the pay increase now.
- Member C. Lucia said that when we hire them we expect them to do a good job, can't give a pay increase every few months.
- Member M. Ness doesn't feel Mr. Olson is 100% correct in his request, it was his decision to hire an assistant manager with less experience. Because he is saving \$5,000 he is requesting a \$2,000 increase.

Mayor Utecht said that he does not hear support for considering an increase now other than by Member T. Olivolo. He does hear support to consider the increase at year end in the normal process.

### **Amy Hill (Accrual World Accounting) Contract**

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

Motion by J. Ness to approve the contract with Accrual World Accounting for accounting services for liquor operations. Second by M. Ness. J. Ness, M. Ness, T. Olivolo, C. Lucia, and M. Utecht voted yes. Mayor Utecht declared the motion carried.

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## **City Clerk**

**Sharon Payne**

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### **Parameters Resolution – Doug Green**

This item handled out of order by motion of M. Utecht. Second by T. Olivolo and carried.

Motion by J. Ness to approve Resolution Number 2018-6-2, "A Resolution Providing for the Sale of General Obligation Improvement Bonds, Series 2018A; Fixing their Form and Specifications; Directing their Execution and Delivery; Providing for their payment; and Establishing a Pricing Committee." Second by T. Olivolo. J. Ness, M. Ness, T. Olivolo, C. Lucia, and M. Utecht voted yes. Mayor Utecht declared the motion carried.

**August 2018 Council Meeting Change**

The August Council Meeting will be held on August 15<sup>th</sup> due to the primary election on the 14<sup>th</sup>.

**City Sponsored Yard Clean-up**

The clerk was asked by a resident why we don't have a city sponsored clean-up day for yard waste? The council discussed this item and decided that the property owner could contact any of the garbage companies that serve Stacy to schedule service. They did not feel it was appropriate to provide a service that would not benefit everyone in the city.

**Resolution Appointing Election Judges**

Motion by M. Utecht to approve Resolution Number 2018-6-1, "A Resolution Appointing Election Judges for the August 14, 2018, Primary Election." Second by M. Ness. J. Ness, M. Ness, T. Olivolo, C. Lucia, and M. Utecht voted yes. Mayor Utecht declared the motion carried.

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**Committees  
Commissions**

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**CLJSTC**

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Member C. Lucia presented proposed increases to our sewage rates at the treatment facility. The numbers are unclear. The council asked that we have Springsted review and report to the council at their September meeting.

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**Public Information**

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**Approve Newsletter for Mailing**

**No Flags:**

The clerk added an explanation to the newsletter regarding why there were not flags up. This triggered a conversation about having a flag put up in Lions Park. A resident, Ronson VanCannyet, said that he installed power to the pole last year; he would like to see a flag there. Dennis Thieling another resident thought the mounting apparatus on the pole was broke. The council concurred they would like a flag put up in Lions Park. Mayor Utecht will communicate this to the Maintenance Department.

Motion by M. Ness to approve the newsletter as presented. Second by T. Olivolo. J. Ness, M. Ness, T. Olivolo, C. Lucia, and M. Utecht voted yes. Mayor Utecht declared the motion carried.

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**Park and Recreation**

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Member T. Olivolo reported that they measured Lions Park to assure there is ample room for a soccer field. He also said there is large dead tree that needs to be removed from the area. He reported the nets for the field are about \$600 each. Mr. Jones coordinates expenses for the parks and Member T. Olivolo can discuss this with him. Possible budget item for 2019.

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**EDA**

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Member T. Olivolo said the Nancy Hoffman is researching what the cost is to have an aerial picture done of the business park. Other council members said that Google Maps would provide an aerial view for free.

Member T. Olivolo attended the Rushline meeting and made the suggestion that community input should be solicited from Stacy residents as well as other cities along the corridor.

The clerk reported that EDA Member, Dennis Thieling, is trying to coordinate a meeting with the county and EDA to discuss the future of the old BP property.

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**Planning Commission**

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Member M. Ness said that a person came to the last meeting wanting to open a business in the retail center, making wine. She was directed to complete an interim use permit.

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**Old Business**

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**Set Employee Review Date**

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Review date set for Tuesday, August 7, 2018, at 7pm

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**Street Lighting**

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At a prior meeting County Commissioner, Montzka said that the county may be able to assist in some decorative lighting; County Engineer, Triplett said it is a city's expense.

The council discussed researching having just poles installed; and decided not to move forward.

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**New Business**

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**League Insurance**

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

Motion by M. Ness the city does not waive the monetary limits on municipal tort liability. Second by J. Ness. J. Ness, M. Ness, T. Olivolo, C. Lucia, and M. Utecht voted yes. Mayor Utecht declared the motion carried.

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**Stacy Lions Club**

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At the budget work session on August 22, 2017, the council decided they would not contribute further funds to the columbarium. They still agree with this decision.

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**Approve Sports Grill Review Forms**

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Nothing on the review forms in quantitative; they are all subjective. Ms. Schneider will be requested to change the forms.

Wording will be added to the off-sale manager's review form, "met business projections."

The clerk will provide all the review forms for the council to review again for quantitative items.

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**Mayor/Council**

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**Joint Powers Agreement Status**

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Member J. Ness asked if the Joint Powers Agreement was done; the clerk indicated it was.

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**Stacy Daze Booth**

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Member J. Ness suggested the council obtain a booth on Stacy Daze, each council member can take a time slot; the purpose of the booth is to solicit communication with the public. It will not be used for campaigning purposes.

The member's agreed, the clerk will prepare the paperwork.

Resident, Ronson VanCannyet, suggested that Stacy Trail be closed all day rather than opening up after the water fight. He is concerned regarding pedestrians and cars, keep the road closed until at least midnight. Concern with public during fireworks and traffic.

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**Adjourn at 9:17p.m.**

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Mayor Utecht declared the meeting adjourned at 9:17p.m.

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Sharon MT Payne