



**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
AUGUST 10, 2022, 7:00p.m.
30955 FOREST BOULEVARD, STACY MN 55079**

Call to Order

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

Attendance

Present: Mark Utecht, Mark Ness, Tim Sawatzky, Marie Lawrence, and Jennie Carlson

Absent: None

Others Present: Dan Boyum, Jim Ness, Michael Kroll, Steve Kramer, Derek Mann, Jess Eischens, Ben Montzka, Bradee Thompson, and Scott Olson

Additions to the Agenda

Addition to the agenda:

1. Resolution – Fire Department Gambling
2. Time Off Request - Olson

Motion by Ness to approve the agenda as amended. Second by Carlson. Members Sawatzky, Ness, Lawrence, Carlson, and Utecht voted yes. Mayor Utecht declared the motion carried.

Public Comment

Ben Montzka:

• **County Road 19 Bridge**

Commissioner Montzka said that the replacement of this bridge is on the county plan for 2026. He then said there are millions of dollars planned for the County Road 17 extension. There is currently a push to have the 17-extension project occur before the County Road 19 bridge. This is a concern for him; the 17 project is economically driven; the bridge is unsafe! He encouraged the council to communicate their overwhelming desire that the bridge project is given priority over the 17 extension.

• **Taxes**

Looking into next year, the employee expenses will increase but the other budgeted items will remain relatively the same.

• **Pedestrian Crosswalk**

Commissioner Montzka said that Joe Triplett said that this intersection does not warrant a push button crosswalk

sign. If the city would like this sign, then the city would need to pay for the sign at a cost of about \$22,000.

Consent Agenda

Motion by Utecht to approve the consent agenda as presented. Second by Carlson. Members Sawatzky, Ness, Lawrence, Carlson, and Utecht voted yes. Mayor Utecht declared the motion carried.

Discussion regarding the check paid to Kwik Trip in the amount of \$1,045.32; it seems very high for the month. Mayor Utecht will talk with the maintenance worker regarding how we pay for the fuel, he will then follow up with Kwik Trip.

Staff Reports

City Engineer**Dan Boyum**

Monthly Report

Engineer Boyum's memo included:

1. 2021 Street and Utility Improvements (307th Street and 311th Street – 193805157 and 193805158)

- A memo was prepared related to some additional history on saw cutting the top of curb. We included pictures of other projects from 2015, 2016, and 2017. The council reviewed the options at their July 26, 2022 Budget Meeting and directed proceeding with the sawcut curb option. We updated the contractor on the decision related to 311th Street. Staff is forwarding an agreement to the 8 property owners to sign. Those should be back on or around the week of August 8th.
- We are scheduling a date with Dresel to review additional information received on the sanitary sewer claim on 307th Street. The meeting is being scheduled for the week of August 8th. We will also discuss their schedule on coordinating the saw cutting with the subcontractor and other work on the project.

2. Stacy General (193804175)

- **Wheelhouse Commons** – We attended the July 19, 2022 planning commission meeting that reviewed the preliminary and final plats. We reviewed draft SAC/WAC information for various options for staff to review. We received some construction related costs for the initial work the developer is proposing and are reviewing that information as it relates to financial security.
- **Stacy Trail Mill and Overlay** – we marked structures to be adjusted. Dresel Contracting, Inc. completed this work the week of July 25, 2022. We reviewed and forwarded their payment application for processing. The County is having a preconstruction meeting on August 3 on the mill and overlay work. We will check with them and update the council on the schedule.
- **Maintenance Supervisor Position** – We attended the July 18, 2022 special meeting to discuss the resignation of the Tanner Jones. We are preparing information on options for upcoming Council discussions.

Stacy Trail Structure Adjustments – Pay Request

Motion by Utecht to approve pay request number 1 to Dresel Contracting for the Stacy Trail structure adjustments in the amount of \$23,292.50, voucher number 22-14. Second by Sawatzky. Members Utecht, Sawatzky, Lawrence, Carlson, and Ness voted yes. Mayor Utecht declared the motion carried.

Licensed Operator Discussion and Opinions

Mayor Utecht would like to approve Tanner Jones proposal for services and use his certifications to operate the water treatment plant.

Members Ness and Sawatzky disagreed and would like to consider other options. Member Ness said that contracting with a company would be a good option, with the cancellation clause once the plant is staffed the agreement could be cancelled. Member Sawatzky would like to consider the independent contractor option.

It was decided that Mayor Utecht would contact the two individuals interested in an independent contractor agreement.

This item will be added to the Special Meeting on August 17, 2022.

**City Clerk/Finance
Department**

Fire Bash - Liquor License

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

Motion by Utecht to approve the application for a 1-4 Day liquor license to the Stacy Lent Fire Relief as presented. Second by Ness. Members Utecht, Ness, Lawrence, Carlson, and Sawatzky voted yes. Mayor Utecht declared the motion carried.

**Staff Training Relating to
Annexation**

Motion by Utecht for the clerk's office to work with Lent's clerk's department to begin the training process for items that do not include training that requires a fee. Second by Ness. Members Utecht, Ness, Lawrence, Carlson, and Sawatzky voted yes. Mayor Utecht declared the motion carried.

**Doyle Building
Maintenance**

The council confirmed that the Doyle Building is a city owned building and that the city should be maintaining it.

**VISA Card for Michael
Kroll**

Motion by Utecht to obtain a VISA card for Michael Kroll with a maximum limit of \$2,000. Second by Ness. Members Utecht, Ness, Carlson, Sawatzky, and Lawrence voted yes. Mayor Utecht declared the motion carried.

**City of Stacy Centennial
Celebration**

Motion by Utecht to table this item until the September 13, 2022, meeting. Second by Ness. Members Utecht, Ness, Sawatzky, Lawrence, and Carlson voted yes. Mayor Utecht declared the motion carried.

Time Off Request

Motion by Utecht to approve the time off request as presented for Sharon Payne. Second by Sawatzky. Members Utecht, Sawatzky, Ness, Lawrence, and Carlson voted yes. Mayor Utecht declared the motion carried.

Liquor Operations

Time Off Request

Motion by Ness to approve the time off request as presented for Rod Olson. Second by Sawatzky. Members Utecht, Sawatzky, Ness, Lawrence, and Carlson voted yes. Mayor Utecht declared the motion carried.

Maintenance Department

Cooperative Maintenance Staff Agreement

The agreement will be revised in the following manner:

1. SERVICES.

A. LENT shall provide Maintenance Staff as needed by STACY for a rate of Ninety and No/100 dollars (\$90.00) per hour per employee ~~with a minimum of four hours.~~ *from the time township staff leave the township garage until they return back to the township garage.*

The mayor will review the revision and then the document will be forwarded to the township for their review and approval.

Staffing the Department

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

Maintenance Worker, Michael Kroll, attended the meeting. He requested a compensation increase for taking on the additional roles created by the resignation of the maintenance supervisor. He would like to be paid at what Tanner Jones was at when he resigned until a decision is made on the vacancy. Member Utecht said that Mr. Kroll does not have the certifications or experience that Mr. Jones has; with that said he is not opposed to an increase. He would like to consider an increase based on tangible facts; he will meet with Mr. Kroll to prepare a proposal for council consideration.

Mr. Kroll will make the day-to-day decisions for the department; if anything needs greater attention then he will contact the mayor.

Application for the Maintenance Worker

The council scheduled an interview with the applicant for the maintenance position, who holds the water and sewer licensure. The interview will be held on August 17, 2022, at 6:30p.m.

Proposal from Tanner Jones

Motion by Utecht to accept the terms from Mr. Jones proposal:

- \$75.00 per hour pay rate
- .5 Hour minimum for off site service and phone calls
- 2 Hour minimum service that requires on site presence

Second by Carlson. Members Utecht, Carlson, and Lawrence voted yes. Members Sawatzky, and Ness voted no. Mayor Utecht declared the motion carried.

Removal of Mr. Jones from City Accounts

Motion by Utecht to remove Tanner Jones from all city accounts and credit cards, as of 11:59p.m. August 11, 2022. Second by Carlson. Members Utecht, Carlson, Lawrence, Sawatzky, and Ness voted yes. Mayor Utecht declared the motion carried.

Committee/Commissions

EDA

The EDA recommended approval of the lot purchase as laid out in the Letter of Intent to purchase lots 6-13 in the Stacy Ponds Business Park for \$380,755.80; recommending changing the broker fee to 3%.

A few questions that need to be addressed: what is the definition of a truck terminal or transit station? Is there implied truck storage in that? How does that come into play with outside storage?

The clerk will forward these questions to the city attorney and city planner.

Planning Commission

**Wheelhouse Commons –
Preliminary and Final Plat**

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

Motion by Ness to approve the Wheelhouse Commons Preliminary and Final Plat as recommended by the Planning Commission including the Findings of Fact. Second by Utecht. Members Ness, Utecht, Sawatzky, Lawrence, and Carlson voted yes. Mayor Utecht declared the motion carried.

**Penalty for Not Obtaining
Chicken/Pet License**

It was decided the enforcement for not obtaining a pet license would be: send a reminder letter, if no abated then issue a fine. No criminal charges.

**Camper Trailer in Front
Yard**

MNSPECT will be directed to process the camper trailer in the front yard as a nuisance.

Letter of Interest

Motion by Ness to appoint Telise Schroeder to the Planning Commission as a full member. Second by Sawatzky. Members Ness, Sawatzky, Carlson, Lawrence, and Utecht voted yes. Mayor Utecht declared the motion carried.

Old Business

**Crosswalk County Road
30 and 311th Street**

The lights on the signs did not help the situation. The city would like a written explanation between what is being requested in Stacy and the one installed in Harris. The mayor will contact Joe Triplette.

**Rupp Mini-Storage
Lighting**

Have we received anything from MNSPECT on the lighting from Rupp Mini-Storage? The clerk was directed to contact MNSPECT to prepare a written report to the council.

New Business

**Law Enforcement
Agreement**

Motion by Utecht to approve the contract with the Chisago County Sheriff as presented. Second by Carlson. Members Utecht, Sawatzky, Ness, Carlson, and Lawrence voted yes. Mayor Utecht declared the motion carried.

Mayor/Council

County Road 19 Bridge

Motion by Utecht to send a letter to the County Board indicating that the County Road 19 bridge be given priority over the County Road 17 bridge due to safety concerns. Second by Sawatzky. Members Utecht, Sawatzky, Carlson, Lawrence, and Ness voted yes. Mayor Utecht declared the motion carried.

Annexation Status

Member Ness asked what the status of the annexation is? Mayor Utecht said that the as far as he is aware the agreements between the Township, North Branch, and Chisago are not complete. Once they are done then Stacy's can move forward.

Is there a way to get an estimated time when they will be completed?

Board Member Eischens attended the meeting and will bring this question to the board.

Adjourned at 9:55p.m.

Mayor Utecht declared the meeting adjourned at 9:55p.m.

Sharon MT Payne, City Clerk