



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 12, 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 type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Authier	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Thieling	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Others Present: James Mongé, Dan Boyum, Jim Ness, Kelly Leahy, Tim Sawatzky, Michelle Hayes, and public attending by Webex

Additions to the Agenda

Additions to the agenda:

- Stacy Wine & Spirits – Employee Masks
- Stacy Daze Ball Tournament Vendor
- Victim Impact Form Regarding Doyle Building Arson
- Maintenance of the Doyle Building
- Midcontinent Communications
- COVID-19

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

Roll Call Vote:

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

Mayor Utecht declared the motion passed unanimously.

Public Comment

Jim Ness:



Mr. Ness said that when he attended the informational meeting regarding 307th Street on August 3rd and then again for the election he was disappointed at the inside appearance of the building, it was not very clean and cluttered.

He also said that due to the crime increase in Stacy, illegal fireworks, and issues at the four way stop he would be interested in the city increasing their sheriff protection hours to 40 hours per week; if they could put in writing that we would have a dedicated officer.

Consent Agenda

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

Roll Call Vote:

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

Mayor Utecht declared the motion passed unanimously.

Staff Reports

City Engineer
Dan Boyum

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

- **Wheelhouse Commons** – Attended planning commission meeting to review memo on options on alternate routes for utilities. The applicant is working on adjusting buildings to meet the easement and other requirements.
- **30931 Finch Avenue** – Attended planning commission meeting where a possible lot split and development was discussed.
- **5755 Stacy Trail - Finch Avenue Drainage** – Provided cost information to City Staff on locating the property line.
- **307th Utility Extensions** – Prepared for and attended the special meeting related to utility extensions along 307th Street to serve Forterra and other adjacent properties. We can discuss next steps on preparing a feasibility report at upcoming council meetings. A draft resolution authorizing a feasibility report is included for upcoming discussions.
- **Northstar Insulation – Stacy Business Park** – Attended planning commission where the developer discussed building



exterior. Forwarded record plan information to developer's site engineer.

- **Foster Avenue Concrete Apron** – Gathered field information. Discussed with Public Works Staff on getting quotes for repairing apron.

Forterra Utility Connection

Mayor Utecht said that after the informational meeting on the project he was approached by property owners who said they wanted the project, while during the meeting they were not in support.

Motion by Ness to approve Resolution Number, 2020-8-3, "Resolution Ordering Preparation of Report on Improvement." 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
Thieling	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

Drainage Concerns – 5755 Stacy Trail

Mayor Utecht said that he did not feel the city should bare any cost of this project, he doesn't believe the city put the retaining wall in and did not build the garage below grade. He would support, If the owner wants to pay all the expenses including city engineering to put drain tile in and dump into that basin. What they cannot do is hire someone to perform the work without the city engineer's oversight.

City Clerk

Sharon Payne

Resolution Designating Polling Place

Motion by Utecht to approve Resolution Number 2020-8-1, "Resolution Approving Polling Place for 2021;" 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
Thieling	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.



**Resolution Approving
Deferral of Assessment**

Motion by Utecht to approve Resolution Number 2020-8-2, "Resolution Approving Deferral of Assessment to Property and Placing Assessment to Property;" as presented. Second by Olivolo.

Roll Call Vote:

Utecht Yes No
Ness Yes No
Thieling Yes No

Mayor Utecht declared the motion passed unanimously.

Election

The clerk said that the election judges were outstanding; and the election went well.

The Mayor asked if we will be able to accommodate the general election; voters may have to wait but every polling place will be experiencing the same issues with the social distancing requirements.

**Stacy Daze Ball
Tournament Vendor**

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

Roll Call Vote:

Utecht Yes No
Ness Yes No
Thieling Yes No

Mayor Utecht declared the motion passed unanimously.

Mr. Leahy was present to discuss having a food truck at the Doyle Building for the ball tournament this weekend; he is unable to obtain the transient merchant permit in time for the event. The ball tournament is usually held in conjunction with Stacy Daze, which is cancelled.

The city attorney said that the city council could consider waiving the ordinance requirement due to special circumstances with Stacy Daze not being held because of COVID.

It was decided to use the COVID reasoning only in situations of true emergency.

**Finance Director
Michelle Hayes**

Civic Systems Contract

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
Thieling	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

Motion by Utecht to approve the Civic Systems Contract as presented, changing our software system, as soon as possible. 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
Thieling	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

Computer Software and Server Approval

This item postponed until the September meeting to allow Ms. Hayes to solicit additional quotes.

Invoice Cloud Cost Analysis

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
Thieling	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

Ms. Hayes said that this product is separate from Civic Systems. This item will be placed on the September agenda.

Maintenance

311th Street – West of Forest Boulevard

The informational meeting for the street project on 311th Street West of Forest Boulevard was scheduled for September 10, 2020, at 7:00pm. at the Doyle Building. The city engineer will prepare a presentation for that meeting.

Doyle Building Maintenance

Who maintains the building, what about the clutter?

It is a city building; the city should maintain the building.

The clerk was asked to prepare a list of issues at Doyle that includes clutter and cleaning. Mayor Utecht will speak with the Mr. Jones to

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have the building cleaned up, and have him coordinate with the Lions Club to accomplish this.

Liquor Operations

Employee Not Wearing a Mask

The mayor received a complaint from the city’s website the compliant stated that the citizen was at the Wine & Spirits and the employee was not wearing a mask, the customer asked the employee where his mask was and the employee tapped on the glass and said this is my mask. The manager reviewed the security video and has addressed the issue with the employee.

Committees/Commissions

Chisago Lakes Joint Sewage Treatment Commission (CLJSTC)

A private company will be managing the facility.

Do we need to have an interim representative until Mr. Authier can attend? Because the big decision has already been made, we can wait for the appointment until the new council is seated. If something important comes up the clerk will communicate this to the council.

Personnel Committee

Remind the managers to identify areas of training for right-to-know.

Old Business

Victim Impact Statement – Doyle Arson

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
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Thieling	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

The council indicated the following in completing the form:

- We will seek reimbursement of our \$1,000 deductible for the arson fire at the Doyle building.
- The council decided that community service would be appropriate as this was a community building that was vandalized; they would like to see a minimum of 100 hours.

The city would like to receive email updates on the case; as well as the final outcome.



2020 Street Projects

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

Roll Call Vote:

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

Mayor Utecht declared the motion passed unanimously.

Engineer Boyum said he spoke with the Maintenance Supervisor regarding Finch Avenue and Foster.

Member Ness said that the council received an email from Mr. Jones stating that they should not cut the \$30,000 in the budget for street projects. However, did not give an explanation of the projects. He wants actual numbers for the costs of improvements. To do X it will cost X.

Mayor Utecht will communicate this request to Mr. Jones. Member Ness added that these projects are done every year and costs should be provided.

Midcontinent Communications

What is the status of providing services to the entire city? Mayor Utecht met with the representative and has not heard anything since the meeting. The clerk will follow-up with the representative.

New Business

Chisago County Sheriff Contract

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
Ness	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Thieling	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Mayor Utecht declared the motion passed unanimously.

Sheriff Brandon Thyen was present to discuss the sheriff's contract and service provided by the sheriff's department. The council will consider increasing the number of hours provided in the contract during the budget process. Sheriff Thyen said that he will be able to accommodate whatever the City decides.



Mayor/Council Business

COVID-19 Notification

What should the city be doing as far as notification if a COVID-19 case is found in Stacy do we notify the businesses. The Department of Health is handling notifications.

Fall Clean-up Day

The city will participate in this event with Lent Township, citizens will be notified via website, sign, and utility bills.

In-Person Meetings

Mayor Utecht asked if we want to continue to have in person meetings or do we want to go back to Webex meetings?

The council decided to continue how they are holding the meetings now, both in person and Webex. The attendee can decide in which manner to attend. If you are planning on attending online, they should communicate to city hall to assure someone is at city hall for the meeting.

Candidate Forum

Member Ness said he thought a candidate forum should be held, in the past Member Thieling held the event. Because of COVID can the candidate forum be held via Webex also? The clerk was directed to consult with the attorney, if we can use the city's Webex for this. This will be on the September agenda. Mr. Jim Ness told the clerk he would be interested in moderating the forum.

Adjourned at 9:15 p.m.

Mayor Utecht declared the meeting adjourned at 9:15 p.m.

Sharon MT Payne
City Clerk

