

## **Skyline City Council Minutes**

**August 13, 2012**

**Attendance:** Mayor Mike Kluck, Council Members - Travis Javens, Rebecca Carpenter, Samantha Erickson; Fire Chief Roger Hermanson; Clerk Cathy Dahl; Treasurer Lon Whitehead; Jon Peterson from Bolton & Menk; resident Emily Javens.

Meeting was called to order at 6:45 PM.

### **Public Open Forum:**

No forum.

### **Approval of July 9, 2012 agenda and June 11, 2012 minutes**

Addition to agenda – Emily Javens will attend to discuss letter from MN Control Agency under water dept. Motion to approve agenda with addition, Travis Javens, Rebecca Carpenter, 2<sup>nd</sup>. Passed unanimously.

Motion to approve minutes, Rebecca Carpenter, Samantha Erickson 2<sup>nd</sup>. Passed unanimously.

### **City Clerk Report:**

Cathy Dahl still needs to resolve printer situation with Rick Sartell and phone line with Hickory Tech.

Cathy Dahl has the affidavit for candidacy for Dean Rengstorf, need Samantha Erickson and Travis Javens if running. Filing for city election closes August 14, 2012 - tomorrow. One other resident called and offered to run for council if any current council members were stepping down – did not want to run against anyone. Postings for the election were done and Lon Whitehead has the bill from the Free Press.

Cathy Dahl asked for approval to receive stipend for city clerk for the first seven months at this time due to a ton of car repair bills recently.

Cathy Dahl will be on vacation from 9-2 thru 9-15. Rebecca Carpenter will take minutes at September meeting.

Letter about ATV use from Tony Cornish. County will be allowing them on county roads and suggests we allow them on our roads to reach county roads. We have not had this issue in Skyline. Will act in future if necessary.

Scrapbook for mayor photos. Cathy Dahl will take care of moving to scrapbook from frames.

Skyline clean-up scheduled for 9-15.

500 envelopes printed with Skyline return addresses – in clerk/mayor's office, along with a few stamps. Travis Javens suggested to change all names on labels to Resident and never have to update.

If we have no one running for mayor, another newsletter with garbage pick-up info will be sent out.

Motion to approve City Clerk report and okay one-time early payout of clerk stipend, Samantha Erickson, Rebecca Carpenter, 2<sup>nd</sup>. Passed unanimously.

### **Treasurer's Report**

Lon Whitehead went over report for July 2012 and included breakdowns for expenses which will help for upcoming budget planning. Water meters (in home and outdoor) may be faulty at former Vetter residence. Issue may be more obvious after people move into home and regular water usage is resumed.

Motion to approve treasurer's report, Travis Javens, Rebecca Carpenter, 2<sup>nd</sup>. Passed unanimously.

### **Water Department:**

Emily Javens attended to discuss storm water treatment. We may need to have a permit issued by the MN pollution control agency. The letter we received was to inform us it is being discussed. We are hearing about this because we've been notified we are part of an urbanized area. Our water run-off goes into the river, which is another reason. We're brought in because we are immediately adjacent to an area of more than 5,000 population. When we receive a letter from them, we can discuss the reason we're included and try to opt out, but probably won't be able to fight it. We probably will have to send a newsletter to educate residents about pollution. Drain tile pipes need to be checked to be sure nothing illicit is flowing through them. Any ordinances needed will be available in samples from MN Pollution Control Agency to be adopted. People putting salt on roads would need to be educated as well. It will probably be minor if things need to be done. At this stage, we wait to hear from them. Thank you to Emily Javens for sharing the information.

Samantha Erickson reported city attorney wants council to pass an ordinance about placing liens on property for unpaid bills. No reply as yet from Skyline Coop President. We need to write the ordinance, publish it, then have a public hearing for discussion on it, then vote on it at meeting. Samantha will look at sample ordinances on League of MN Cities website.

Jon Peterson from Bolton & Menk shared printouts and information on flow metering equipment. We need a plumber for about half a day for installation. Plumber needs to be certified for contained space entry to work in manhole. City plumber George Spear will be contacted to see if he has certification or can suggest plumber who does. For safety reasons, the manhole chosen (manhole 2) will be on top of the hill. If the readings would be more accurate on the downhill manhole, it can be moved later. He believes it's worth the possible extra expense of moving to try to place it in a safer area. The city of Mankato has approved us using manhole 2. Jon will contact plumber(s) to get quotes. MN Valley Testing will take care of the data and maintenance and send reports to Skyline. Mayor Kluck said the equipment should be ordered so it can be installed as soon as plumber quotes are here and plumber is chosen. City of Mankato needs to put something in writing for a new contract to avoid any confusion in the future. We should get a spare battery right away. Project will be completed in September or October.

### **Street Department**

Dean Rengstorf absent.

## **Parks Department**

Travis Javens reported some weeds need to be taken care of around playground and ball field. Sand bees in play area – don't sting, so hesitant to spray chemicals. Mayor brought up possibility of an ice rink again. Residents are encouraged to attend meetings to discuss. Travis Javens wondered if we want to consider going to something other than sand in the area to stop weed problem. Maybe p-rock, rubber, etc. Travis will look into information on safety and what would work best.

There are too many keys available to city hall. Travis suggested going to fobs that cannot be duplicated for use on door into city hall area. They can't be duplicated and they would be very limited. Cost will be looked into.

## **Public Safety**

Rebecca Carpenter reported about an accident. Several people have talked to her about the need for more signage. More than one house in Skyline has hedges too high for safety at intersection. Possibly city should offer to trim shrubbery for them. Travis Javens suggested painting stripes on the roads. Quotes for proper striping on roads need to be obtained. Discuss with Dean Rengstorf – may be a low-cost solution.

Roger reported they received the 6 new radios they were supposed to get. Training was held. He will be attending the regional meeting and chiefs meeting soon. September 30<sup>th</sup> the memorial will be unveiled for the lost fire-fighters; Roger hopes to attend. City plumber will be installing a 2<sup>nd</sup> water meter for a resident and Lon Whitehead needs to watch for \$100 check in mail. Lon suggested adding it to utility bill instead.

Motion to approve departmental reports as read, Rebecca Carpenter, Samantha Erickson, 2<sup>nd</sup>.

Passed unanimously.

## **Old business:**

Hold on resident/realtor/contractor guidelines for now.

## **New business:**

Cleaning and pest control for city hall. Pest control for city hall will be quarterly. Need monthly cleaning. Travis Javens will check prices on this. City clerk will make cleaning list to leave on counter; move broom and dust pan to table closet possibly.

AT&T proposal needs to be looked at by city attorney. Mike Kluck will deliver to Ken White. Too much vague language in paperwork, even though question is just if we are willing to consider it. Mike will call AT&T representative and ask for copy of original lease and then discuss with city attorney. He will also tell him the city is willing to consider it.

Motion to adjourn, Travis Javens, Rebecca Carpenter, 2<sup>nd</sup>. Passed unanimously.

No further business, the meeting was adjourned at 8:52 PM.

Cathy Dahl

Skyline City Clerk