

**CITY OF SKYLINE
CITY COUNCIL MEETING MINUTES
January 14, 2013**

Present: Mayor Travis Javens; Treasurer Lon Whitehead; Clerk Cathy Dahl, Council Members Samantha Erickson, Dean Rengstorf, Rebecca Carpenter; Fire Chief Roger Hermanson; residents Gena Zelenka, George Sugden

Call Meeting to Order 6:45 PM
Pledge of Allegiance

Swearing in of new mayor, Travis Javens, and returning council members Samantha Erickson and Dean Rengstorf by city clerk, Cathy Dahl.

15-Minute Public Open Forum

Mr. Sugden shared positive comments on Christmas lights in Skyline this year. Also, he is concerned with the deer eating the greenery in his yard. He purchased 3 blinking red lights which do not deter them. 2-3 deer every evening. He would appreciate any ideas from the council. The deer empty his heated bird bath every night. He thanks everyone for their service to Skyline. He was one of the incorporators of Skyline. Rebecca Carpenter shared that the plastic triangle flags like those used at car lots has worked for them. Travis Javens is unsure what could be done as a city. Dean Rengstorf suggested asking Mankato how they controlled their deer population. Roger suggested Wrapping vegetations with burlap. Mr. Sugden suggested if someone from the city council asks the DNR about solutions it may carry more weight than a resident. Travis will make follow-up calls. Gena Zelenda commented residents having salt licks and food out for deer brings more into area.

Gena Zelenka reported on the Skyline book club. She brought a note and asked to have placed in next city newsletter. She was only able to reach approx. 30 houses on her own. Cathy Dahl will unlock city hall for first book club meeting tomorrow night at 5:45. With enough interest, she could run a day time club as well. Gena also asked permission to place a sign and small box – holds about 15 books - on her property as a little free library for Skyline. It's an official organization that Skyline would join. Mayor Javens wondered about placement – by her house or more centrally located. Samantha Erickson thinks it would be better placed at Gena's home for security of books.

Approval of minutes and agenda – Motion to approve, Dean Rengstorf, Rebecca Carpenter, 2nd.
Approved unanimously.

City Clerk's Report -

The City received Christmas cards from Xcel Energy and Charter Communications.
Dave Pearson is retiring from Xcel Energy.

Cathy Dahl hasn't been able to scan mayor photos to make a new, smaller collection of photos for the entryway. After this is accomplished, frame for this as well as the photo of Willard Vetter with his park sign will be purchased. City Council decided no city council photo is necessary.

City Treasurer's Report –

Lon Whitehead reported for the month of December 2012. B.E. County sent a bill for \$100 and an agreement to the city for a 'technology fund.' Burkhardt and Burkhardt sent information on billing for upcoming city audit. The bill is very close to what has been paid in the past. Lon says their prices are fair and they are very easy to work with. Motion to retain Burkhardt & Burkhardt as auditors for Skyline, Rebecca Carpenter, Dean Rengstorf, 2nd. Passed unanimously. Mayor Javens signed paperwork. City clerk will file a copy in office.

Approval of city clerk's report and treasurer's report, motion Samantha Erickson, Rebecca Carpenter, 2nd. Passed unanimously.

DEPARTMENTAL REPORTS

Water Department -Samantha Erickson reported there was a chlorine smell for a while but it has been taken care of and the pump house has a new code. Code will be posted in a place where council members and fire department may access. 3rd reading was taken and forwarded on to Mary at City of Mankato. Samantha will put a read receipt on emails to be sure Mary has received them and also ask if she needs it in actual mail instead of email and a copy to city clerk to keep on file.

Street Department - Dean Rengstorf called Mankato about right of way resolution they have. They are willing to let us use their resolution with wording 'City of Skyline' replacing 'Mankato.' All utilities would have to be notified of new resolution/policy. Dean will follow up and hope to have in place before spring. He commented on getting a blinking speed light to use in Skyline. Dean suggested placement just after 2 Skyline Drive. The cost is \$1500 for light and solar panel. Rebecca Carpenter suggested placing at the stop sign by 40 Skyline Drive. Mayor Javens discussed yield signs to make all intersections in Skyline controlled and add another stop sign. Dean Rengstorf will do more research – work cannot be completed until spring.

Parks & Playgrounds Department - Travis Javens reported nothing going on other than city hall rentals. Need new council member to take over Parks and Playgrounds. Jim Peterson mentioned he would be interested in position last summer if no one else was interested. Drew Hood was suggested. Mayor Javens will post position in newsletter and if there are multiple candidates, interviews will be conducted before appointment.

Public Safety Department – Rebecca Carpenter has discussed with the City of Mankato the possibility of a patrol car coming up occasionally and will have more details next meeting. She likes the idea of the blinking speed light. Mr Sugden commented on Xcel energy being fast at fixing blinking street lights. Rebecca will call Xcel on other lights in area needing repair.

Roger Hermanson, Fire Department Chief, would like to go on vacation and everything will be taken care of with department while he is gone. Fire department responded to one medical emergency, otherwise everything quiet. Fire department now has a tester for gases before fire fighters enter.

Motion to approve departmental reports, Rebecca Carpenter, Samantha Erickson, 2nd.
Passed unanimously.

OLD BUSINESS

On Hold:

- Setting up City of Skyline guidelines for realtors, contractors and residents and status of Skyline Cooperative Association
- Setting up regular cleaning for city hall (until janitor sink situation resolved)

Traffic issues - The silver van/suv situation was called in and seems to be resolved.

AT&T proposal / Sprint proposal. AT&T proposal was sent to the wrong address and only made its way here now. Mayor Javens will speak with former Mayor Mike Kluck and city attorney Ken White before signing.

City notification of Gopher One State calls. Mayor Javens found that everything was still going to former city clerk. Notification is now going to Mayor Javens - who should handle this in future will be discussed later. Sprinkler system will need to be checked out in spring to see if park sprinkler system was damaged from digging by Charter. Someone will need to mark sprinkler heads in park whenever notification is made to prevent this happening again.

NEW BUSINESS

Dean Rengstorf suggested mentioning to city residents to test their houses for radon in next newsletter.

Mayor Javens brought up the issue of helping new council members transition into their positions from past council members. Perhaps a book of how things are done should be kept with basic info. A mentorship-type program was suggested by Dean Rengstorf. City needs written job descriptions. It will be informal – nothing needs to be passed. Lon Whitehead already has a job description for city treasurer and will update for us.

Mayor Javens would like to have everyone with an email account for their position, ie clerk@skyline, mayor@skyline. These would not have to be changed as new people take over positions with city. City clerk will check with Hickory Tech on cost of additional email addresses. We already have three. Lon Whitehead will check on website emails available and cost. Total emails needed:

Mayor

Clerk

Water dept

Public safety

Streets

Fire chief

Parks

Public Hearing on property lien ordinance /shutting off water for unpaid bills. No residents in attendance to comment.

Discussion of Ordinance No. 13-01. Mayor Javens wondered if fees need to be included in ordinance. Determined fees would be set separately.

Summary of ordinance needs to be posted in free press after passing.

Summary:

On January 14, 2013, the City Council of Skyline, Blue Earth County, MN, passed Ordinance no. 13-01 stating that residents with utility bills that are billed and delinquent longer than 30 days will be subject to having water shut off. Overdue bills may also be certified with Blue Earth County for collection with property taxes. Any occupant/owner has the right to a hearing before any action is taken. Effective date of ordinance is January 15, 2013. This is a summary of ordinance no. 13-01 and a copy of the full ordinance is posted at the Skyline City Hall or may be obtained from the Skyline City Clerk, Cathy Dahl at 507-327-8350.

Residents of delinquent bills will be notified after ordinance takes effect for enforcement.

Motion to approve Ordinance No. 10-01, Samantha Erickson, Dean Rengstorf, 2nd.
Passed unanimously.

Address labels for mailing of newsletters will be changed to 'resident' instead of individual names to help with getting info to new residents.

In order to get utility bills synchronized, City will have to skip a billing cycle on garbage to get them to coincide. Lon Whitehead will discuss with LJP billing for just one month to get them running the same; makes things much cleaner when a house is sold and bills must be divided. Change in billing cycles, if LJP is willing, will be noted in the newsletter.

Motion to adjourn Rebecca Carpenter, Dean Rengstorf, 2nd. Passed unanimously.

Meeting adjourned 8:40PM.

Submitted by Cathy Dahl
Skyline City Clerk