

**CITY OF SKYLINE
CITY COUNCIL MEETING MINUTES
January 13, 2014**

Present: Mayor Travis Javens; Clerk Cathy Dahl, Treasurer Lon Whitehead; Council Members, Wayne Bishop, Samantha Erickson, Rebecca Carpenter, Dean Rengstorf; Retired Fire Chief Roger Hermanson

Call Meeting to Order 6:45 PM

Pledge of Allegiance

15-Minute Public Open Forum – no forum.

Approval of minutes and agenda with addition to agenda, new business, designate official newspaper – Motion to approve, Samantha Erickson, Rebecca Carpenter, 2nd. Approved unanimously.

City Clerk's Report - Cathy Dahl reported (Hickory Tech) Enventis was here to check on internet and found an error on their end so no charge to Skyline for service call. However, today the internet has been blinking on and off again. Samantha Erickson said it's been happening to her internet today, and there was an issue with company. Clerk will make another call if it happens again.

The third Skyline Clerks Café had only 1 visitor – Wayne Bishop. I didn't have time to get a sign ready which would account for no one else attending. We will be trying again this Thursday and hope the newsletter will help and that I can get a sign created. Samantha Erickson said sign is in pump house.

City newsletters were mailed out. I need more city envelopes – Council okayed ordering 1000 from Insty-Prints and/or compare prices. Lon Whitehead would like envelopes as well. Clerk will also order a new return address stamp for Lon.

Cathy sent letters to 4 residents with water/sewer/garbage bills of \$300+.

Cathy still has been unable to get the change of address letters done.

Letter was sent to Blue Earth County stating our tax levy stayed at 0% increase.

Dates for 2014 Council meetings are under new business.

Cathy printed League of MN Cities calendar out for 1st half of year for reference. 2nd half of year not online yet.

AT&T called about antennae work – Jeff at 612-701-4855. Travis will call him back.

Carrie from City of Mankato called about an inter-municipal sanitary district meeting – 387-8520 - February 12 in afternoon. Mayor will contact.

City Treasurer's Report – Lon Whitehead went over report for December. Clerk will compare prices for phone and address with Charter because Enventis is \$81.46 monthly. Mayor suggested waiting for next month's bills before sending further water/sewer/garbage balance due letters. Lon sent in required financial reports. Lon will include info on city sales tax exemption in bill payments and email all council members and clerk sales tax exemption number.

Approval of city clerk's report and treasurer's report – motion, Wayne Bishop, Rebecca Carpenter, 2nd. Passed unanimously.

DEPARTMENTAL REPORTS

Water Department - Samantha Erickson reported Brian Powers has been watching water tower closely. There will be a Javen's Mechanical bill coming for needed repairs. Brian has some ideas for updating pump house.

Street Department - Dean Rengstorf asked Lon Whitehead if he could get a copy of snow removal bills. He will be looking for someone else to do city's routine work here by spring. He will give Nielson a call about it and report back. Roads are holding up well. He has sent in maps of areas needing sand to take care of slippery areas.

Parks & Playgrounds Department - Wayne Bishop thanked Rebecca Carpenter and her husband for taking down tennis nets for him. He has noticed that some people are letting their dogs run in the tennis court area. Area needs to be locked.

Public Safety Department – Rebecca Carpenter reported Frontline Plus maintenance plan fee of \$200 covers 2 check-ups per year.

Motion to approve paying fee for maintenance plan contract with Frontline Plus, Samantha Erickson, Wayne Bishop, 2nd. Passed unanimously.

Fire Department Chief Travis Javens reported he and Roger Hermanson attended the regional meeting.

Motion to approve departmental reports, Rebecca Carpenter, Dean Rengstorf, 2nd. Passed unanimously.

OLD BUSINESS

Mentorship and job descriptions for council members – Mayor made notes on items he thought we should have in the book. He handed papers out for starters on information to gather. General government things will be for Lon Whitehead, Cathy Dahl and Travis Javens to assemble, along with cell phone tower info. Travis Javens suggested that Wayne Bishop start considering requests for bids on summer work. We are not required to do bids if we don't want to. Wayne will contact AmLawn about keeping rates the same like they did with snow removal and report

back. Travis added information on where delineators were purchased on Wayne Bishop and Dean Rengstorf's sheets.

Mankato Fire Department service to Skyline research – nothing to report at this time.

Notifications of city hall address change – discussed in clerk report.

C & S Supply open credit account for City use – pending.

City recognition for Roger Hermanson for his years of service – on hold.

Follow-up on billing residents for garbage & recycling when they are out-of-town for long stretches or otherwise don't set garbage out – Some residents are not happy about the council considering being billed even though city has to pay their share regardless. Mayor Javens wondered if LJP would not bill at these addresses. Lon Whitehead will ask them, but there are a minimum number of houses to be picked up. Samantha Erickson and Travis Javens prefer to not upset the apple cart. Travis Javens wondered if garbage expense could be worked into property taxes and not have a separate bill for it. Lon will look into this possibility for another year. Motion to leave garbage billing as status quo, as has been done in the past, by Samantha Erickson, Dean Rengstorf, 2nd, passed unanimously.

NEW BUSINESS

Designate a mayor pro tempore. Motion to designate Samantha Erickson as mayor pro tempore, Wayne Bishop. Dean Rengstorf, 2nd. Passed unanimously.

Designate official newspaper. Motion for Mankato Free Press to be Skyline's official newspaper, Samantha Erickson, Rebecca Carpenter, 2nd. Passed unanimously.

Set City Council meeting schedule for 2014:

January 13

February 10

March 10

April 14

May 12

June 9

July 14

August 11

September 15

October 13 (Columbus Day)

November 10 (Veteran's Day is Tuesday, 11)

December 8

Motion to approve 2014 council meeting dates, Rebecca Carpenter, Wayne Bishop, 2nd. Passed unanimously.

All Seasons Arena – Mayor Javens reported nothing new but meeting is coming up. Feasibility study came back saying more ice is needed. More information at upcoming meeting.

Skyline Co-op disbursements to the City – annual coop meeting was held and city forgot to spend money designated previous year. This money from last year (\$1000) was re-allocated to be used for a drinking fountain at playground. Research will have to be done on this. This year they also designated \$1000 for upgrading lights in fire hall. Wayne Bishop suggested upgrading of lights for fire hall be delayed until after possible fire service from Mankato is determined and Skyline knows what the use of our fire hall will be.

Samantha Erickson reported new meters are in but she hasn't opened the boxes yet; they are in pump house. Cost about \$140 per meter. Barb Fleming water meter issues – Council determined to call Spears to check to see if issue is meter and city will cover that cost. If issue is not the meter, then she needs to hire her own plumber to find issue in her house. She will not be charged for Spears initial visit. Samantha Erickson will call Barb Fleming and explain situation. Wayne Bishop reported getting a bad read on a certain vacant house every time. Samantha Erickson will try to contact owner to get access to house to determine what the issue is with the meter. Lon Whitehead found address for Sam to use for 203 E. Skyline Court.

Motion to adjourn, Samantha Erickson, Dean Rengstorf, 2nd. Passed unanimously.

Meeting adjourned at 7:55 PM.

Submitted by Cathy Dahl
Skyline City Clerk

Mayor

date

City Clerk

date