

**CITY OF SKYLINE**  
**AGENDA: CITY COUNCIL MEETING**  
**January 14, 2019**

**Present:** Mayor Travis Javens; Treasurer Lon Whitehead; Council Members, Samantha Erickson, Wayne Bishop; Residents, Darlene Lee, Kris Beaumont, Paige Attarian, Cathy and Russ Dahl, Steve Romnes

Meeting called to order at 6:48 PM.

Pledge of Allegiance

Swearing in of Mayor, Re-elected and New Council Members – Paige, Mary, and Steve sworn in by Lon Whitehead, notary.

Approval of Agenda & Minutes Mary, Steve 2<sup>nd</sup>. Passed Unanimously

Public Open Forum:

Travis Javens wanted to make sure council was up to date on a few things.

All Seasons Board member – 4-5x/year they meet at 7:00 in the morning. Has to be an elected official.

Mankato Area Planning Organization meets randomly throughout the year. They just completed an ADA study. They inventoried our space and will send a blanket resolution for us to consider passing. It will apply when/if we install curb and gutter or sidewalks.

City Clerk Report – no report.

City Treasurer Report – Lon reported. Usual receipts except for an additional receipt for Blue Earth property taxes and state of MN small cities assistance. We also received our quarterly income from the Community Bank. Prepaid assessment was received. We have to turn it in but they don't want them but once a year which is next month.

Payables – we were billed the full 2019 Mankato Fire and Public Safety. The bill only says fire, not sure if it is an issue. The contract number is on the bill and Paige wants to verify that we have the right services. Manhole bill was not paid in November due to concern that it was double billed but Dean has looked into it and verified that we do have to pay this second bill.

Receipts \$77,516.63. Payables \$36,053.95

Next month we have an interest only bond payment which will also include \$35,211.69 in prepaid. \$36,407.58 due Feb 20<sup>th</sup>. We then have one interest and principal later.

Land Use Plan – letter stating their was an update to their ordinance. Just needs to be filed.

Newville Cleaning – Feb 1<sup>st</sup> we no longer have our regular cleaner. She did give a name suggestion. We paid \$20/hour. Council member needs to follow up.

Water and garbage bill list – only two residents in the >90 days. Mary asked about streamlining this process to only be every 90 days but it does need to be looked at about every 2 months. November 30<sup>th</sup> we have to file all liens on property taxes. Steve asked about the process to set up auto pay.

Semi-official year end Budget comparison from 2018 and 2017. Lon is going to ask auditors if we still need a separate Fire Department budget or if it can be rolled into the Professional Services with the Public Safety. Wastewater Treatment number is greatly reduced from 2017 because Mankato billing is very erratic. It is not official because there is one person who has not turned in their W-4. This check will be voided so that employment taxes can be done and final year budget is done.

DNR Model Floodplan Ordinance – no action at this time.

Sent to the county and updated elected officials list. Filed annual summary of our debt to the county. Lon will submit budget by the end of the month.

Approve paying the bills Steve, Mary 2<sup>nd</sup> Unanimous.

#### DEPARTMENTAL REPORTS

##### Water Department

Meter reading equipment. – order and have bill sent to 164 Skyline  
Credit card has a limit and is in Cathy's name. Need to switch this.

Street Department – Dean not present

Parks & Playgrounds Department – Steven reported that someone drove through the corner of the park which happens every year. Steve met with Wayne about sprinklers and passed off information on city hall.

Public Safety Department – officer Kaitlin Kaiser is willing to sit in on our city council meetings but is wondering what our needs are at this time. At this time we do not have a lot of issues but in the spring we may have more concerns with vandalism and speeding.

#### OLD BUSINESS

Water tower – nothing new to report

City Clerk Application(s) – we have had 25+ resumes from Indeed and at least 2 skyline residents. Steve's sister in law is interested. He also feels that residents should take priority. Paige has reviewed and will go through at the end of the night.

As of right now, it is still the Parks council person's role to let people in. Steve is concerned that he won't be in town for all of this.

Easement for Jeff Emkhe has not signed and returned the form to us. Needs another reminder to do this. Lon to send a bill for lawyer and survey feeds. Lon will look to see how much we need to bill.

#### NEW BUSINESS

Election of Mayor Pro Tempore – Samantha will continue to do this. Motion Mary to nominate Samantha Erickson as Mayor Pro Tempore, Steve 2<sup>nd</sup>. Passed unan.

Designation of official publication – Mankato Free Press

Designation of City Attorney – Ken White.

Designation of Council member's Department (If council choses to change things) – plan to keep council members in their

Designation of All Seasons Arena board member (Elected Official) – Steve volunteered to attend these meetings. Paige will email them to let them know to switch email and name to Steve.

Designation of Mankato Area Planning Organization, Technical Advisory Committee, member (Elected Official) – typically has been the mayor so Paige will do this.

Motion Steve, Mary 2<sup>nd</sup> to adjourn.

Meeting adjourned 7:55pm