

**CITY OF SKYLINE  
CITY COUNCIL MEETING MINUTES  
July 8, 2013**

**Present:** Mayor Travis Javens; Clerk Cathy Dahl, Treasurer Lon Whitehead; Council Members Samantha Erickson, Wayne Bishop, Dean Rengstorf; Fire Chief Roger Hermanson; residents Jill Gates, Tom Bierer.

Call Meeting to Order 6:45 PM

Pledge of Allegiance

15-Minute Public Open Forum – Jill Gates, 231 W. Skyline Court brought plans for proposed front deck addition to residence. City Council approved the plans.

Resident at 134 S. Skyline Drive, came to discuss water/utility bill payment plan. He expressed gratitude for the City's patience in receiving payments. They made a \$150 payment on June 29. Proposed making a \$250 payment by the end of July and another \$500 in August, in September balance to be paid in full. Mayor and Council said that as long as there is a good-faith attempt to pay the bill, the water will not be shut off.

Approval of minutes and agenda – Motion to approve, Samantha Erickson, Wayne Bishop, 2<sup>nd</sup>. Approved unanimously.

City Clerk's Report - Cathy Dahl reported on population estimates from State Demographer: 4/1/2012 – population estimate 287, household estimate 113. Council members last month agreed with population, but household estimate is off. In checking with the state of MN about this, it is not worth the time and effort of challenging the numbers – no benefit.

Late utility payment letters were typed up, signed by Mayor Javens and sent out. Resident at 136 S. Skyline Drive paid ½ of balance already and promised Mayor Javens to pay the balance by the end of month. No word from 64 Skyline Drive resident yet.

Cathy contacted Blue Earth County about putting overdue payments as a special assessment on bank-owned residence and received information in the mail and referenced MN Statutes 429. Paperwork due to county by November 30<sup>th</sup>. Council members asked Cathy to type a letter to St. James Bank and ask for payment before bill is put on special assessments on county. Pam Wacholz is bank contact. Amount to go to assessments will be figured in October to get done in time for 11/30/13 deadline. Lon Whitehead said the bank was not interested in paying utility bill when he last spoke to them – ownership of house still in dispute. Also, the bank did not want to pay fees for shutting water off when Samantha Erickson spoke with them.

A 3-hole punch was purchased at Office Max for \$13.50. It will be in mayor/clerk's office if anyone needs to use it.

Region 9 Fiscal 2014 Budget information came in the mail.

City Treasurer's Report – Lon Whitehead went over report for June. Bill from city attorney is from telling auditors there are no liens or legal issues on anything belonging to the city which is required each audit. Wayne Bishop talked with Home Depot about using a sales tax exempt number for city and may get a refund on the sales tax of microwave. Clerk will find out about getting exemption information to Office Max also. Property tax check was received from county but not deposited yet.

Approval of city clerk's report and treasurer's report – motion Wayne Bishop, Samantha Erickson, 2<sup>nd</sup>. Passed unanimously.

### DEPARTMENTAL REPORTS

Water Department - Samantha Erickson reported software came back, and MVTL did one more read in June and it looked good, typical numbers. Mayor Travis Javens has software now and will give it to Jim Archer for City of Mankato to take over testing and downloads. Samantha was told it uses 2 9-volt batteries; Mayor thought it was 2 6-volt batteries - he will check on it. Jim Archer will take care of changing batteries since he will be doing testing there anyway. Mayor Javens had another meeting with Mary Fralish and Jim Archer. Basically, they are saying Skyline will have to pay the very high bill because of the agreement between cities. They tried another sampling the third week of June and got crazy readings. Lots of sediment – not waste. Mayor Javens flushed line out between 2 manholes and they will see if next sampling comes out better.

Street Department - Dean Rengstorf reported the city guys were up and did the street signs and the other stop sign. Only about \$300 for sign billing and installation. Crack repair and fixing of speed bumps – Dean contacted responsible company again about paying for damage. Edging will be done at another time. Permits are going well so far. Suggestion that service drops are generally charged at \$100 per year. City clerk will revise application for right of way with an addition to bottom of form: \$100 annual fee for service drops without street crossing.

Parks & Playgrounds Department - Wayne Bishop reported asking for a quote from AmLawn to take care of land around city hall. \$485 estimate for seeding. Needs watering twice a day – need estimate for that charge. \$20 city hall rental was received. 1<sup>st</sup> cleaner tried for city hall didn't work out well. He is checking on another. Microwave is purchased and scheduled to be at Home Depot Saturday and will probably be picked up Sunday. There are some cracks in playground equipment that may still be under warranty. Wayne needs to send a couple photos of cracks and company will research. Wayne will pick up a new basketball net for park. He noticed a couple signs at the park are very faded out. Chemical warning sign on door of pump house and one sign on the pole should be replaced. He will check on all signs at park. Mayor Javens said weed removal needs to be done in the sand. Mayor will spray round-up late at night. Wayne and Mayor Javens will walk the sprinklers one night soon. Wayne's grandson said Fire Chief Roger Hermanson is a really nice man for showing him the fire truck.

Public Safety Department – Rebecca Carpenter absent.

Roger Hermanson, Fire Department Chief, reported everything's going well. He needs to look for new people for the fire dept. Samantha Erickson suggested talking to new resident in their former residence. Mayor wondered if daytime fire calls could automatically be called to Mankato for back up at same time as Skyline fire dept. Roger Hermanson doesn't think Mankato would be in favor of that. He suggested talking to South Bend instead. Mayor Javens wondered if South Bend hook ups are the same as ours. Roger prefers keeping them as mutual aid – both Mankato and N. Mankato are very willing to help us. Roger said he could talk to the Mankato fire chief and discuss. Mayor Javens said he would call head of Public Safety in Mankato to discuss. Other fire departments want Skyline to be there first and call for mutual aid. Discussion of worst-case scenarios and planning for them.

Motion to approve departmental reports, Dean Rengstorf, Samantha Erickson, 2<sup>nd</sup>. Passed unanimously.

### OLD BUSINESS

Mentorship and job descriptions for council positions – nothing further.

Mailbox for city hall – nothing more at this time.

Grant writing for emergency generator for Skyline with Chuck Pettipiece & Associates. Chuck has talked to Mayor a couple of times but nothing is available right now. He will continue looking and keep us in mind.

### NEW BUSINESS

Keys for thermostat and paper towel holder have disappeared. Anyone know where they are?

Mayor Javens found something online to keep people from driving on yards that could be left up year round. They can be hit by cars and spring back up. Dean Rengstorf and Mayor Javens will look for places that are hit most often. Mayor will email page links, then order about a dozen of them and Dean will put them up to try them out.

Mayor requested the treasurer get us a debit card for city use. Lon Whitehead would need to be notified before card will be used. Samantha Erickson suggested a credit card instead. Lon Whitehead will research what is available.

Mayor mentioned that council members can set up emails with gmail that will allow you to reply to things using the city of Skyline email address. It would be good to have official emails coming and going only through city email accounts. Clerk will see if this option is available with Charter.

Motion to adjourn, Wayne Bishop, Dean Rengstorf 2<sup>nd</sup>. Passed unanimously.

Meeting adjourned 8:13 PM.

Submitted by Cathy Dahl  
Skyline City Clerk

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Mayor

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date

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City Clerk

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date