

# CITY OF SKYLINE CITY COUNCIL MEETING MINUTES

**June 12, 2017**

**Present:** Mayor Travis Javens; Treasurer Lon Whitehead; Clerk Cathy Dahl; Council Members, Wayne Bishop, Dean Rengstorf; Residents, Dave and Pamela Lloyd

Meeting called to order at 6:45 PM.

Pledge of Allegiance

Approval of minutes and agenda. Motion to approve, Wayne Bishop, Dean Rengstorf, 2<sup>nd</sup>.  
Passed unanimously.

## **15-Minute Public Open Forum –**

Residents at 63 Skyline Drive wondered if the playground would be sprayed for mosquitoes. Mayor Javens said it's never been done in the past. They asked if they could do this with an organic spray (water base with garlic) on their own at their own expense. Council was grateful and in favor of this.

Their son is wondering if they can put up a firewood stand by park with an honor box for payments. Mayor Javens suggested putting it on their property and taking flyers around to avoid other residents wanting to sell in park.

**City Clerk's Report** – Cathy Dahl reported sending six first notice letters to residents past due on water/sewer bills and one second warning letter.

Census- We need to tell them about our new house and we can submit a challenge to their numbers in writing. Clerk will send paperwork about this to mayor.

The Home Magazine is delivered with the Free Press and they are going to try to work with us on finding out who wants the magazine and who doesn't and what to do about that. They will be in contact with city clerk about it.

**City Treasurer's Report** – Lon Whitehead reported for June, 2017. Clerk will find contact info for Sprint to see why we haven't received their payments recently – currently 2 months behind. Concrete pad cost for park is exactly same as estimate. Clean up labor cost for spring clean-up was about \$800. Air conditioner thermostat was bad and it was replaced along with replacing all filters. Schwickert will contact Wayne Bishop about getting city hall on regular scheduled maintenance. Estimate of \$1000 for Excel Energy bill which hasn't been received yet. Weed control bill reimbursement is to Wayne Bishop for the park. Went over updated aging bills. Jason Sandmann's bill is resolved. Jason Hammond told Lon that he drops off checks directly to LJP and will try to get caught up. Auto payment forms for water/sewer are available on city website – [www.cityofskyline.com](http://www.cityofskyline.com).

Check for \$1668.32 was written to Lon by City for gazebo reimbursement. Original check from last council meeting was voided when they found a more affordable gazebo.

Lon spoke with Burkhardt and Burkhardt about issues Skyline has had with Wells Fargo. They suggested working with smaller local banks that understand small city needs. MN Valley Federal Credit Union and Community Bank were recommended. Council members suggested Lon talk with MN Valley Federal Credit Union about changing city accounts to them. There is a safe deposit box for the city that no one knows what it contains. Not sure where keys are for it. Past mayors should be contacted about this. Lon brought printed copies of audit that will be filed. They claim some receipts were missing, amounting to approximately \$65. It is also available digitally on cityofskyline.com. If you go to the back of the audit you can read the details summary instead of the whole audit report.

Approval of city clerk's report and treasurer's report and to pay bills, motion, Dean Rengstorf, Wayne Bishop, 2<sup>nd</sup>. Passed unanimously.

## **DEPARTMENTAL REPORTS**

**Water Department** – Samantha Erickson absent but sent report:

Hans Schwanke and Samantha met with Mark Weber to get the full job description which is a lot. They talked about splitting up the roles of that department. These are the roles Samantha sees:

Water testing - Mark tests the water weekly in his home. Quarterly the water is tested. 2x/year the state comes and tests with Mark. 2x/year Mark mails in his samples. These are random homes the state gives Mark to choose from. He has to send in 2 samples within 1 month of receiving the letter. These samples are Fed Ex'ed within 24 hours to MVTL. Hans Schwanke did offer to get the certification for this. Gil Harrison offered as well but this might go well with the next role.

Pump Repairs - Hans was there to hear all the details of the different vacuums and pumps. This is a somewhat shared role with Brian Powers and Hans was willing to volunteer for this.

Flushing the hydrants - 2x/year with Brian. John Starkey may be a good volunteer for this one.

Reading the printout at the pump house - There are 4 on rotation every month. Right now Brian is filling two rotations, Scott Schaffer one, and Mark one.

We need to find out for sure if John is willing to do the flushing. We need to find at least two people to do this. Not a hard job - need to stop in the pump house every day for a month at a time.

Hans can add anything missing or make corrections.

We need to put the information in the next newsletter about the Water Quality testing:

The 2017 Consumer Confidence Report will be posted at City Hall. The report will not be mailed out, so if you want a copy, please call Mark at 507-351-5129.

I will forward the report to Cathy to post.

Denise from WW Homes contacted Samantha and she will send her a copy.

**Street Department** - Dean Rengstorf reported he got new parking lot estimate for city hall and pump house - About \$5998 for city hall, \$3120 for pump house driveway from Nielson. Wayne Bishop asked how handicapped spots will be restriped.

Wayne Bishop motioned to accept bids as presented from Nielson Blacktopping if they will honor current bid after 15 days, and Dean Rengsdorf will check on price, Dean Rengstorf, 2<sup>nd</sup>. Passed unanimously.

Dean looked at culvert in Roger Hermanson's back yard and it didn't look to need any repair at this time.

**Parks & Playgrounds Department** - Wayne Bishop reported concrete pad is poured in park. Gazebo is here in city hall garage. Next Tuesday it will be installed by a licensed and insured handyman and there will be shade in the park. He found the website for the company that works on West High tennis court. He is still working on bases. Hans Schwanke bought us a new commercial vacuum but it's for carpets, not bare floors. Hans will be looking into a solution.

**Public Safety Department** – Hans Schwanke absent. No report. Mayor Javens forwarded Sprint question about adding more equipment to Hans for him to look into. Hans told them lease may have to be amended for this.

Dean Rengstorf brought up the large rocks the city was considering putting around parks to keep equipment from being driven on them. Mayor Javens suggested talking to Dustin Samuelson for this project.

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

### **OLD BUSINESS**

Private tile lines – Mayor Javens didn't get letter send out last month because he was waiting on a call back from the League of MN Cities. It will be sent out this month to have hearing at August meeting.

Water tower repair – nothing new.

MS4 permit application – nothing new.

### **NEW BUSINESS**

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

Meeting adjourned at 7:33 PM.

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