

**CITY OF SKYLINE  
CITY COUNCIL MEETING MINUTES  
May 11, 2015**

**Present:** Mayor Travis Javens; City Clerk Cathy Dahl; Treasurer Lon Whitehead; Council Members, Samantha Erickson, Dean Rengstorf, Hans Schwanke; Residents Dan and Theresa Larson, Kristan Beaumont, Darlene Lee, Jason Hamond, Chris Heimer, Keith Purscell, Gil Harrison, George Sugden, Joanne Boettcher, Drew Hood, Al Honermann, Curt Bossert, Retired Fire Chief Roger Hermanson, Bolton and Menk Engineer – John Peterson

Meeting called to order at 6:45 PM

Pledge of Allegiance

Approval of minutes and agenda. Samantha Erickson, motion, Dean Rengstorf, 2<sup>nd</sup>. Passed unanimously.

Council meeting closed for public hearing at 6:47PM.

**Public Hearing on City of Skyline Utilities Code** – Mayor Javens explained utilities code is basically a Mankato Code revised to fit Skyline. Resident was concerned that people are pumping clean water into sewer system. This code will allow inspections of homes to correct that situation. Residents want inspections to start soon. Some asked about proper pumping of storm water. One person previously had a flooded basement. We do not know at this time how many homes are not in compliance. Ordinance will allow City to inspect and resolve this. City of Skyline is looking into possible inspectors – a plumber or licensed person who is not associated with the City of Skyline. An outside third party source will be hired for inspections. Council was thanked for going ahead with program.

Public hearing closed. Council meeting reopened at 7:05.

**15-Minute Public Open Forum** – Yield street sign is broken outside city hall. Dean Rengstorf is aware of situation. Keep Right sign on W. Skyline Ct. is weathering and needs replacement. Question was asked about base rate on water bills. Mayor explained about how billing works for 2-meter homes.

Resident asked about putting a fence in back yard. 4-ft. tall chain link to attach to neighbor's. Council had no issue with new fence.

Resident asked about getting better communication about Skyline activities - possibly a face book page. Samantha Erickson said we were considering an email system.

227 W. Skyline Ct. asked for permission for building a garage and shared plans. Mayor Javens said we need to review 8 ft. setback. Pavers will be pulled up and replaced with concrete. City council asked if neighbors are okay with it. Dean Rengstorf suggested they talk to them. Garage plans approved, setback was reviewed and is okay.

**City Clerk's Report** - Cathy Dahl reported PERA report form was faxed to State of MN April 13<sup>th</sup> after meeting.

Resident at 158 S. Skyline Drive was mailed a letter about the boat and trailer parked in their yard. It has been moved onto their driveway. Clerk checked with resident in the cul-de-sac of W. Skyline Ct. and the group home parking issue has been resolved so no further letters to house or Harry Meyering Center needed.

Newsletters that were sent out – 2 returned, 156 and 158 S. Skyline Drive. Vacant is written on letters, yet letter about boat trailer to 158 went through.

Someone called asking about \$12,000 assessments on 158 S. Skyline Drive. Clerk referred them to Lon Whitehead but did tell them it was probably for city sewer. Lon confirmed that was correct.

Letters were sent to addresses for leasing companies about fence around water tower and to notify that lock will be on gate June 1<sup>st</sup> and they were given combination. Sign is made and laminated for fence.

Bathroom plumbing. Women's room continues to be a problem even after plumber was here. Men's room was plugged once as well. Could there be an issue with the line going to the road? Jetter Clean should be called to clean and scope it. Clerk was told to call Wayne Bishop about this.

Skyline will be hosting the Blue Earth County Mayors/Clerks meeting this Thursday. Clerk has contacted Pub 500 about catering.

Received Southern MN Initiative Foundation Newsletter if anyone is interested in reading it.

**City Treasurer's Report** – Lon Whitehead reported for April. Normal receipts in April.

Newville Cleaning \$40 to be added to report.

List of residents behind on utility payments. Andy Johnson was not the person who told city to send a plumber. He thinks the meter is not running high. He was going to have a friend check but didn't get back to Samantha Erickson about it. Overdue utility letters need to be sent to three residences: 57 Skyline Drive, 64 Skyline Drive, 1718 Woodland Drive.

Motion to send overdue notices with copies of ordinance, Dean Rengstorf, Hans Schwanke, 2<sup>nd</sup>. Passed Unanimously.

Audit will be starting and auditor asked if we will want a presentation. Council decided to have a presentation at July or August Council meeting. Deductible work comp insurance - a new quote will be coming with fire fighters removed from policy. Currently \$1000 deductible.

Motion to keep deductible at \$1000, same as 2014, Samantha Erickson, Dean Rengstorf, 2<sup>nd</sup>. Passed Unanimously.

American Pest Control bill is missing – Lon Whitehead needs to know how much to pay.

Approval of city clerk's report and treasurer's report and to pay bills, motion Samantha Erickson, Hans Schwanke, 2<sup>nd</sup>. Passed unanimously.

## **DEPARTMENTAL REPORTS**

**Water Department** - Samantha Erickson reported Wayne Bishop was going to check meter pad at 61 Skyline Drive but she hasn't heard back. Their Well inspection information - One of two wells is not working. Flow rate is reduced to almost nothing on well 1. Well 2 is running properly. \$4500 estimate for one well. \$7500 to check both. Well 1 is in the pump house. She asked City Council about fixing one or checking both. John Peterson, engineer with Bolton Menk discussed issue. Wells should be pulled every seven years and doing both would save

money. He said what has been suggested sounds logical. There will be additional cost for replacement of casing.

Motion to have both wells pulled by Thein Well, Dean Rengstorf, Samantha Erickson, 2<sup>nd</sup>. Passed Unanimously.

**Street Department** - Dean Rengstorf reported WW Blacktop wants to haul rip rap down to base of pipe and needs to go through Emke's yard with a wheel barrow. Dean will make a sweep around city to look for faded signs and signs that need repair. Road will be repaired where "speed bump" appeared and Keenan's driveway will be repaired also.

**Parks & Playgrounds Department** - Wayne Bishop absent.

**Public Safety Department** – Hans Schwanke reported Frontline Warning will have sirens 100% running properly this week. He purchased a sign for the gate that he will hang up when it gets here.

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

### **OLD BUSINESS**

Utility code – Discussed previously. Clerk will draft ordinance to make new code supersede all other previous codes and code will be voted on at June Council meeting. Samantha Erickson will begin searching for inspector, including checking with City of Mankato to see who they use, possibly subcontract their inspectors. Samantha suggested council members doing appointment coordinating with residents to save money. Newsletter will go out to inform residents of upcoming inspections. A resident mentioned adding name and possibly photo of inspector to newsletter to make it easier for residents to allow entry.

MN Pollution Control Agency – MS4 – Skyline City Code for Storm Water Management – nothing new.

Sign for fencing – discussed in Hans Schwanke's report.

Bolton & Menk water tower repair work plan – John Peterson from Bolton & Menk handed out summary of bids (attached). A brand new water tower is about half a million dollars. Sixty day hold in quote. He suggested that it's okay to wait for decision until well is repaired. This is maintenance to improve overall life of the tower, not a rush. Mayor Javens said he would like to wait until well repair is resolved; Dean Rengstorf agreed. John Peterson will tell Maguire project is on hold for now.

### **NEW BUSINESS**

AT&T lease – AT&T will be keeping their site here. They feel like our lease payment is too high. They asked for an amendment to the lease to extend lease which is set to expire 1/31/2017. Proposing to amend beginning 2/1/2017 for 5 years, then an additional 5 more renewal terms (30

years total). Drop it back to \$2500 a month, rent will be fixed for first 5 years, then 10% extension escalator after. They are scaling back on large tower cell sites to have more mini-sites. Motion to move forward with AT&T proposal on extending their lease but dropping their monthly payment to \$2500 on 2/1/2017, Dean Rengstorf, Hans Schwanke, 2<sup>nd</sup>. Passed Unanimously.

Remodeling will be done on a residence on back of garage at 12 Skyline Drive and also putting up a garden shed. Resident asked Mayor Javens about what they need to do.

Shrubbery curtain around new fence. Mayor Javens talked to Drummer's nursery and they said to plant ivy every 6 to 8 feet. Area would need 15 plants at \$18 to \$20 a piece. City will not pay for planting. If city proceeds with purchase, homeowners must do the planting. Dean Rengstorf thinks homeowners will volunteer for planting. Since fence is on city property, trimming and weed-whacking would be the City's responsibility.

Motion to approve expenditure not to exceed \$400 for ivy plants on fence around water tower, Dean Rengstorf, Hans Schwanke, 2<sup>nd</sup>. Passed unanimously.

Lon Whitehead said auditors asked if city is willing to lock into a five-year agreement. Mayor Javens suggested asking for price on a 3-year and 5-year and then Council will decide.

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

Meeting adjourned at 8:28 PM.

Cathy Dahl  
Skyline City Clerk

\_\_\_\_\_

Mayor

\_\_\_\_\_

date

\_\_\_\_\_

City Clerk

\_\_\_\_\_

date



# BOLTON & MENK, INC.<sup>®</sup>

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

Phone (507) 625-4171 • Fax (507) 625-4177

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## MEMORANDUM

**Date:** May 11, 2015

**To:** City Council, City of Skyline

**From:** Jon D. Peterson, P.E. – Principal Engineer, Bolton & Menk, Inc.

**Subject:** Water Tower Rehabilitation  
Review of Quotes  
City of Skyline, Minnesota  
Project No.: M23.109039

An Invitation to Bid was issued to six prospective firms to solicit quotes for the rehabilitation and repair work on the water tower. Quotes were received in the office of Bolton & Menk on April 28, 2015 by 2:00 p.m. One quote was received from Maguire Iron, Inc. The proposal form included a base bid, and three alternative bids. Alternate bids were developed to determine the most cost effective method to rehabilitate the water tower riser pipe and valve vault piping. The quotes received are summarized in the following table.

| Bid Schedule Item   | Maguire Iron Quote | Net Quote |
|---|--------------------|-----------|
| <b>Base Bid</b>   | \$84,750           | \$84,750  |
| <b>Alt. 1</b><br>Furnish and install new 3-inch urethane insulation circumferentially around riser pipe (in lieu of Item 2 in the Base Bid Schedule).   | \$14,750           | \$93,000  |
| <b>Alt. 2</b><br>Furnish and install new 8-inch welded steel riser pipe with welded couplings for existing recirculation pump suction/discharge and sensor equipment (in lieu of Items 3, 4, 11, and 12 in the Base Bid Schedule) | \$17,700           | \$90,950  |
| <b>Alt. 3</b><br>Furnish and install new cement-lined ductile iron vault piping (in lieu of Item 5 in the Base Bid Schedule)  | \$10,000           | \$90,250  |

The Engineer's estimate for the Base Bid project was \$45,215. This estimate was based on previous quotes received, and past quotes received for electrical components.

Based on the quote received from Maguire Iron, Inc., the lowest cost option for rehabilitation is the base bid option for \$84,750. This option includes \$38,980 for renovation of the instrumentation and controls for the water tower.

JP:bj

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