

# **CITY OF SKYLINE CITY COUNCIL MEETING MINUTES**

**October 9, 2017**

**Present:** Mayor Travis Javens; Treasurer Lon Whitehead; Council Members, Samantha Erickson, Mary Dowd, Wayne Bishop; Resident Darlene Lee.

Meeting called to order at 6:45 PM.

Pledge of Allegiance

Swearing in of new council member, Mary Dowd.

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

**15-Minute Public Open Forum** – Darlene Lee was present and just wanted to follow up on the tile line to see if it will be cleaned this fall. Council needs to determine if the line will be cleaned every year or every other year. Mayor Javens started researching at Land records and found the documents binding the homes. Recommend City Clerk to review minutes from 1969. Mayor will be contacting the City of Mankato to determine if we will be able to rebill the cost to the residents on the tile line. Right now just dealing with the big line, will need to research the 8 line and eventually the 7 line.

**City Clerk's Report** – Cathy Dahl absent but left report:

Letters sent to the following addresses about overdue utility bills:

64 Skyline Drive – paid by meeting

136 S. Skyline Drive (paid) – the wrong amount was on the letter.

101 S. Skyline Drive – no payment

2 Woodland Hills Drive – paid by meeting.

3 Skyline Drive – no payment.

219 E. Skyline Court – paid by meeting.

134 S. Skyline Drive – did not make payment but wanted to pay by the end of the month.

235 W. Skyline Court – paid the amount on the letter but the letter was wrong.

If Council decides to send the remaining unpaid balances for collection with property taxes, clerk prepared the resolutions for them. If some others pay by the meeting, please change the resolution numbers accordingly if some are removed.

I notified the MN Board of Firefighter Training and Education that we do not need mailings from them anymore.

I sent the preliminary levy to Blue Earth County.

I still need to follow up on Blue Earth County assessor wanting copies of cell tower lease agreements.

**City Treasurer's Report** – Lon Whitehead reported for September, 2017.

Lon has updated water and utility bills today and also last week. Updated who had paid and who did not. Only three bills will be sent to the county for taxes.

Sprint made a double payment. They had mailed a check but it did not arrive so they cut a new one. Otherwise, regular bills with a few additions for a total Payables 8682.77.

Tax forms were given to the new water department members. Chris Heimer has returned his but not David Lloyd yet.

Community Bank would give us 1% interest which we currently get .03% interest which would make a big difference in interest. Lon would like to get the account set up and then worry about the credit card through Wells Fargo. Lon could not find anything that said the City is limited on their interest which Wells Fargo had told us we were limited. All signers on the account need to sign the form Lon brought and they need copy of driver's license too. Community Bank has a list of items they need from us but they are not items that a City has. Lon needs a resolution for the City to pass allowing Lon to open a new account.

A claim was filed with the adjuster for the Hood's situation. We are in hold on the insurance claim and we have not yet received the 2<sup>nd</sup> half of the carpet for the Hoods.

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

## **DEPARTMENTAL REPORTS**

### **Water Department** – Samantha Erickson reported

Chris Heimer and David Lloyd met at the pump house a few weeks ago with Brian Powers, Travis Javens, Scott Schaffer, and Samantha Erickson. They will be taking their monthly rotations of reading the print out in the pump house. Both Chris and David expressed some interest in obtaining their Class D water license. Samantha and Mark Weber have emailed the training schedule and will see if there is interest. If they go to class, they need to track their expenses for time off work, mileage, class cost, etc.

Samantha also talked to the City of Mankato and they would be very willing to set up a contract to collect quarterly samples and run them at their lab. Skyline would still need to send in monthly reports. If we did not get a resident, they will fill in as needed or be available for other problems that may arise.

**Street Department** - Dean Rengstorf absent.

### **Parks & Playgrounds Department** - Wayne Bishop reported.

When Mark Weber was testing the water at City Hall, the drain backed up and water in the garage. Jetter Clean came.

Seivert's was here to fix some electrical outlets and found dead short. Glade plug-ins were used in the entry and that was shorted as well.

Vandalism to the gazebo. Slides have some profanity scratched into them. Wayne has contact the company to see how to get them out.

Tennis courts - Wayne had asked someone to look at it as there is a large crack and green paint is fading.

Port-a-John gone 1<sup>st</sup> of November.

AmLawn needs to be contacted to blow out our sprinkler systems.

Mary Dowd mentioned the swampy condition of the one end of the park; Wayne just needed to shut off the sprinklers. Also wondering who needs to clean out the culverts when leaves build up. This is not the homeowner's responsibility and will be resolved with the MS4.

**Public Safety Department** – Mary Dowd, new council member.

Mary asking about the contacts she needs and specifically about the sirens. She was asking for Frontline contact information and if she should notify every month when it goes off. Informed her that we only need to contact if we do not hear the siren.

Clarifying that the City of Mankato is who is dispatched for public safety. Other residents were thinking it was still the Blue Earth County sheriff.

Mary would like to introduce herself in the newsletter and ask if anyone has any concerns. Mary will email Travis what she would like in the newsletter. Mary was also just clarifying if there are any other duties that she needs to be aware of. Talked about how the Public Safety Dept. is less work now that we contract the City of Mankato. She can volunteer to help with other duties.

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

### **OLD BUSINESS**

Water tower repair – Mary Dowd asked about the condition of the tower. Mayor Javens discussed that we had looked at \$20-30,000 worth of maintenance. At that same time, the City of Mankato had approached Mayor Javens regarding the need of an Elevated Storage Tank on the hill which we may collaborate on. We are waiting to hear from them before we move forward with our maintenance.

Private tile lines – discussed above. Mayor Javens will continue to do research on handling the cost of the cleaning.

### **NEW BUSINESS**

Preliminary 2018 budget – Travis has started this. More concrete plan will be presented at November meeting and needs approval for December's meeting. Lon Whitehead will present our current spending at next meeting.

Motion was made to pass Resolution Number 2017-1, 2017-2, and 2017-3. Mary Dowd motioned, Wayne Bishop, 2<sup>nd</sup>. Passed unanimously.

Motion to adjourn, Wayne Bishop, Samantha Erickson, 2<sup>nd</sup>. Passed unanimously.

Meeting adjourned at 8:06PM.

Cathy Dahl  
Skyline City Clerk

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Mayor

\_\_\_\_\_  
date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
date