

City of Skyline

# City Council Meeting Minutes

April 14, 2025/ 6:45 PM / Skyline City Hall

COUNCIL ATTENDEES: Mayor Paige Attarian, Eric Manske, Michelle Kotila, Steve Romnes, Joanne Boettcher, Lon Whitehead (Absent)

Guests: Janet Nelson(Cooperative), Brian Petzel, Zachary Storm

Via Google Meet: Nancy Kluck, Micki Schaffer, Charlie Berg

## **Agenda:**

- ❑ Meeting called to order by Mayor Attarian at 6:45 pm
- ❑ Pledge of Allegiance performed by all in attendance
- ❑ Public Forum- Zachary is planning basement project no plan to change footprint so mayor stated only needs to do electrical permit.
- ❑ Pump House Project Updates- Brian Petzel here to present current change to rectify the estimate with work actually done for billing which brings down the overall cost. Contractor submitted warranty bonds and an affidavit that they paid their subs. Paige sent Brian another email about outstanding work to be done at the tower and the council will not make final payment until all items are address. Sprinkler line at park was cut during construction and will need to be repaired, Brian is taking care of this. Waiting for the Dept of Health inspection to finish the final inspection.  
Discussion of March 18th water leak in pump house in which a clamp came loose. Brian wants pictures and the Mayor requesting electrical inspection since water hit most of the equipment. Steve reports that chlorine is still variable and often too high. Mark tests and adjusts on Mondays but Steve reports issues on various days of the week. Trying to get a test system to work through the chlorine. Steve is working to get AsBuilts from Bolton Menk with extra copies to have distributed. Planning to do water hydrant flushing in May with documentation of the whole process.
- ❑ Skyline Cooperative- Spring meeting next Tuesday, April 22nd at 7pm. Eric will connect the video for the meeting. Plastic recycling is going well other than some incorrect items, moving the bins around, and the bins being dismantled at the park.
- ❑ Approve Agenda and Minutes- Michelle motioned to approve the agenda and March minutes, Joanne seconded. Passed unanimously.

❑ City Clerk Report- Clerk computer is 6 years old and having trouble staying connected to wifi. Steve motioned to approve purchase of new clerk computer, Michelle seconded. Passed unanimously. Question was addressed that those with hall rental can use the garage with understanding it is not cleaned. Steve would be willing to go through the garage to pitch. Mayor is also inquiring about fire dept paperwork in office and will see what needs to stay. She will contact LMC. Discussion about rental at the hall and providing more information upfront on the webpage. Reminder that we do not rent on Thanksgiving or Christmas and that if the council needs to call a special meeting, a rental can be canceled. Discussed preferred way to communicate with residents as old clerk email was used and that contains all the addresses. Plan to email that group with a deadline to sign up via the website for all communication from the City. Need to share about upcoming electronics recycling and water quality testing. Also, Nancy Kluck has been putting garbage in the garage and Clerk notes there is a keycode but is not working. Request that rental users put garbage in cans and push cans out the door in future rentals.

❑ City Treasurer Report-Lon absent but supplied council with March treasurer's report. March Receipts \$19,260.22, payables \$11,494.46. Total fund balance is \$650,407.51. Eric motioned to accept the treasurer report and to pay the bills, Michelle seconded. Passed unanimously.

❑ Water and garbage bill list-Council reviewed. Resident had a water leak with a significant water bill that has to be billed to the resident. Sam will mail reminders to residents with bills over 90 days.

### **Departmental Reports**

❑ Water Department- Pearson will help set up automatic sprinklers and council has agreed to pay water bill above normal charges for three resident's homes to have new grass seed started. All equipment will be purchased by the city and will belong to the city after the project.

❑ Street Department- Allied came up and checked streets. He did not see anything out of the ordinary. Sent quote for crack sealing. Roughly \$7000 estimated right now but he will try to find another job to match it with to share the mobilization cost saving up to \$1000. WW Blacktopping and Bituminous Materials have also been contacted.

❑ Parks and Playground Department- Michelle is looking into Ash Borer treatment with representative. \$1863 to treat all the trees preventatively as none are infested. Needs to be done every 2 years. There are two trees that may be better to take down instead of treat. Discussion of putting more money into replacing the trees but that will take time for the trees to establish. Council will discuss at next meeting. Port a Potty is here. Council has decided not to pursue any dog disposal containers. Eric motioned to approve a \$1000 budget for mulch to reimburse Michelle when she purchases mulch for the park by the stop sign, Joann second, Passed unanimously. Swing broke again and Steve will take down and we will get a better quality swing to replace. Need for a flag on hydrant and pull green markers around park. They no longer make the delineators so we will look into another option.

❑ Public Safety- Joann did ask resident with 4-wheeler and they stated that it is street legal.

**Old Business:**

--MPCA Grant Opportunity (Small Community Climate Resilience Joanne B.)- We were informed we were not selected.

**New Business:**

- MS4 Permit Application - part of the Clean Water act. We are an MS4 because we are an urbanized area based on census. Joanne reports the MPCA are putting together a toolkit for small cities who cannot afford to hire this project. A new permit will be due by May 24th with a \$400 cost. We should be collecting the information per the last permit as we have to submit the information in the future. We do need someone to do this for us, Joanne can be guidance. Joanne does have a name of a contact that has done work for other smaller entities. Council will pay for the permit and look for a new contact.

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Steve motioned to adjourn at 8:15 pm, Eric seconded. Passed unanimously.