

City of Skyline

# City Council Meeting Minutes

August 14th, 2023 / 6:45 PM / Skyline City Hall

COUNCIL ATTENDEES: Mayor Paige Attarian, Lon Whitehead-Treasurer, Steve Romnes, Shirley Piepho, Eric Manske, Michelle Kotila

Guests: Brian Petzel (ISG), Kelly McIntee

Via Google Meet: Charlie Berg, Kelly Evans, Shannon Sweeney

## Agenda:

- ❑ Meeting called to order by Mayor Attarian at 6:45 pm
- ❑ Pledge of Allegiance performed by all in attendance
- ❑ Public Forum-Kelly McIntee addressed the council about a timeline for when the monopole will be going up and the old water tower comes down. She is wondering if the fences are able to come down soon. Kelly Evans states that agreements are finalizing and once they are complete, the monopole will go up and the old tower taken down. Kelly states that he does not have an exact timeline, but states that all projects have a completion goal of December 2023. Kelly McIntee asked if the fence needs to stay up during the pump house project. Mayor Attarian states that the fence will be removed after the water tower/monopole project is complete. Mayor Attarian states that the construction company is going to replace the neighborhood affected to pre-construction status. Michelle states that she emailed AmLawn about spraying weeds under the old tower and in the construction zone, but she has not heard back. Kelly McIntee asks if perhaps the city council creates a structure for maintaining parks, playgrounds, city hall, etc. Mayor Attarian states that the City of Skyline is a volunteer community and it relies on volunteer service to maintain. Michelle states that if a pool of volunteers can be developed moving forward, maintenance will become more easily attained. Kelly McIntee asked if it was safe to assume that by Spring 2024 they can return their yards to pre-construction status.
- ❑ Approve Agenda and Minutes-Steve motioned to approve agenda, special meeting minutes, closed session minutes, July meeting minutes. Michelle seconded, passed unanimously.
- ❑ City Clerk Report-Marnie states that she has contacted our property insurance agent to file a claim for the limestone. Work to reset and mortar into place will be close to \$1100, our deductible is \$500. Schwickerts feels they can get it done within the week. Plunkett contract review, if payment is made by September there is a 5% discount.

❑ Water Tower/Monopole/Pump house project update-Brian Petzel, ISG, states that he has a change order for fence maintenance, it was not completed. The cost difference was approximately \$6400. Michelle motioned to accept change order #4, Eric seconded, passed unanimously.

Brian states that he needs approval for payment #7. Michelle motions to approve payment #7, Eric seconded, passed unanimously.

Brian states that the contractor has asked what needs to be done for the project to be considered complete. Brian states that per their construction, there are a few minor cleanup issues and form removal around the tower sites that will be completed prior to the final inspection. The contractor has a two year warranty on the project that starts upon completion of the project. Once the contractor completes their punch list, the final payment can be made.

Kelly states that he does not have any updates regarding the pump house project at this time.

❑ City Treasurer Report-Lon provided the council with the treasurer's report. Total receipts for July 2023 are \$70,402.91, total payables are \$93,430.55. Total Fund Balance is \$968,952. Balance of funds for the Water Tower/Pump House project is \$543,057.41. Motion to approve treasurer's report and to pay bills made by Steve Romnes, Michelle Kotila seconded. Passed unanimously.

❑ Water and garbage bill list-Marnie will send letters to residents that are >90 days overdue. September 23rd will be curb pick up day for LJP.

### **Departmental Reports**

❑ Water Department-Steve states that he will follow up on two meters that need to be replaced.

❑ Street Department-Eric states that paint and stencils were ordered to paint arrows onto the road near Vetter Park. He states that he will try to complete the project prior to school starting in early September.

❑ Parks and Playground Department-Michelle states that she is working on getting a volunteer group together to assist with flower beds and parks area. Michelle is also working with the Skyline Cooperative on a fundraiser and matching grant proposal.

❑ Public Safety-Shirley was not present. Mayor Attarian thanked Shirley for her hard work with Night to Unite.

### **Old Business:**

- Certificate of substantial completion-Kelly states that they will fill out this certificate. The council has 7 days to review and/or object to the certificate before signing. Brian states that he will send the finalized certificate within the next few days.

## **New Business:**

- Pumphouse bonding-Shannon Sweeney, David Drown Associates, provided the council with a preliminary bonding report. The report was prepared by the MN Rural Water Association (MIDI-Loan). The amount that has been proposed to bond is \$450,000. Shannon is recommending to proceed with Security Bank at 4.38% interest as they have a competitive rate and offer a longer loan period. Shannon Sweeney asks that the council motion to pass a resolution for the application to the State of Minnesota for funding. Steve Romnes read the entire resolution aloud to the council. Resolution 2023-2 motioned to accept as read by Michelle Kotila, seconded by Eric, passed unanimously.

Mayor Attarian asked for a motion to adjourn at 7:56 pm. Steve motioned to adjourn, Michelle seconded. Passed unanimously.