

City of Skyline

City Council Meeting Minutes

December 11th, 2023/ 6:45 PM / SkyLine City Hall

COUNCIL ATTENDEES: Mayor Attarian, Michelle Kotilla, Lon Whitehead, Shirley Piepho, Eric Manske

Guests: Bryan Petzel (ISG), Janet Nelson

Via Google Meet: Charlie Berg, Nancy Kluck

Agenda:

- Meeting called to order by Mayor Attarian at 6:45 pm
- Pledge of Allegiance performed by all in attendance
- Public Forum-No comments.
- Water Tower Update-No updates.
- Pumphouse/Monopole Update-Bryan Petzel, ISG, is present to update on both projects. Second payment request has been received from WEB, Shirley motioned to submit payment, Michelle seconded. Passed unanimously. Bryan states that WEB has a change order request on the pump house project. Fire separation must be provided. A louver must be moved from one side of the building to the other. Motion to accept change order made by Michelle Kotilla, Eric seconded, passed unanimously. Bryan states that Kelly Evans states that the monopole is constructed and final documents are being completed by the cell tower companies. Construction completion will occur in the Spring of 2024 when the weather stabilizes. Bryan states that he does not have a timeline for the pump house project. He has requested an updated schedule and expects to see one soon. Bryan states that he will return for the January 2024 city council meeting to discuss additional enhancements to the pumphouse. He has requested a quote from the contractor and will present that at that time.
- Motion to approve meeting minutes made by Eric Manske, second by Shirley. Passes unanimously. Motion to amend agenda and add 2024 City Budget to the agenda made by Michelle, seconded by Eric. Passed unanimously.
- City Clerk Report-City Clerk has nothing to report.
- City Treasurer Report-Lon supplied members that are present with the city treasurer report. Total receipts for November 2023 were \$9150.23. Payables for November 2023 were \$193,806.20. Total fund balances are \$1,248,483.55. Balance of funds for the Water Tower/Pump House project is \$697,620.28.
- Water and garbage bill list-Marnie will send reminder letters to all residents with balances over 90 days.

Departmental Reports

- ❑ Water Department-Steve absent. He will discuss pad needs with Charlie and make arrangements for repair and replacements. Charlie states that he will follow up with Steve about any pending water projects.
- ❑ Street Department-Eric states that he has placed reflective markers around parks to assist snow plows and residents when snow falls.
- ❑ Parks and Playground Department-Michelle states that she does not have anything to report.
- ❑ Public Safety-Shirley states that she does not have anything to report.

Old Business:

- ❑ Skyline Cooperative-Janet Nelson, Skyline Cooperative representative. Ms. Nelson states that going forward the Skyline Cooperative will do their best to have a representative from the Cooperative at each meeting. Ms. Nelson states that the Cooperative is working on creating updated information about the Cooperative. Once completed, they will share the flier with Marnie, Skyline City Clerk to be shared with all residents. This information will be given to all new residents. The Cooperative will also be working with the realtors association to assure that information is being shared properly with new resident's.

New Business:

- ❑ Pumphouse price modification-Discussed above under the Pump House update.
- ❑ Voter Resolutions-Mayor and City Clerk signed resolutions as requested by Blue Earth County. Resolutions devised by the County and are required. No vote necessary.
- ❑ 2024 Budget (Added at the time of the meeting)-Mayor Attarian presented council members copies of the budget worksheet. Council reviewed the documents. ASA fee removed, budget modified. Motion to accept the 2024 City Budget made by Michelle, Shirley seconded. Passed unanimously.

Motion to adjourn meeting at 7:34 pm made by Michelle, Shirley seconded. Passed unanimously.