

City of Skyline

# City Council Meeting Minutes

December 13th, 2021/ 6:45 PM / Skyline City Hall

**ATTENDEES:** Mayor Paige Attarian, Lon Whitehead, Shirley Piepho, Eric Manske, Steve Romnes, Marnie Kortuem

**Guests:** Brian Petzel(ISG), Kelly McIntee, Becky Volk, Marilyn Schuenenman, Scott Schaffer, Micki Schaffer, Nancy Kluck, Patrick McIntee, Laura Peterson, Tammy Pickell

Via Google Meet: Charlie Berg, Kelly Evans(ISG)

## **Agenda:**

- Meeting called to order by Mayor Attarian at 6:45 pm
- Pledge of Allegiance recited by all in attendance
  - Public Forum
  - ISG Presentation/Discussion-Kelly Evans states that the bids were somewhat surprising with regards to total price and that both sites were similar in cost. General Construction Services, Inc is the recommended contractor by ISG. Kelly asked the council to move forward with the motion to choose a contractor. Mayor Attarian states that the council will make a motion at the end of the meeting after hearing from residents and council discussion. Charlie Berg asked if there will still be a 5% contingency added for unforeseen circumstances. Kelly recommends that the City of Skyline add 5% for change orders, etc. Shirley Piepho asked what the City had to put down initially. Kelly explained that pay requests will start in the next 2-3 months as materials are being purchased. Residents asked if there are still concerns about stabilization issues with the current site. Kelly states that those issues were reviewed and determined to not be an issue. Resident Micki Schaffer asked about easements for residents surrounding the current site. Bryan states that the easements have already been considered in the engineering plans. Resident Micki Schaffer asked about plans for tree removal and the costs associated with the removal of trees. Kelly states that one tree and several bushes would have to be removed at the current site. Resident Laura Peterson asked if the City would pay for the replacement of the trees and bushes that may be removed. Mayor Attarian states that the replacement of trees was included in the contract. Resident Micki Schaffer asked about how her fencing would be handled during construction. Kelly states that her fencing would be removed, stored and then replaced. Kelly states that they plan for 5 trees to be removed from Moran Park. Resident Micki Schaffer asked

when residents will receive an impact statement on how and when their property would be impacted. Kelly states that he does not have an exact date or timeline. Bryan states that easement discussions with impacted property owners will take place with residents early in 2022. Resident Tammy Pickell asked how many property owners would be impacted with easements if the water tower goes in at Moran Park. Kelly states that no easements would be needed if the water tower goes up at Moran Park. Resident Laura Peterson asked what equipment, cranes, bobcat, piping would be stored in her yard. Bryan states that there would be equipment and materials stored about the site. Laura also asked who carries insurance if something should happen to individuals on the work site. Bryan states that the contractor carries insurance to cover any issues. Resident Laura Peterson and Kelly McIntee asked why the current site was pursued after initial concerns about staging and safety. Mayor Attarian states that residents voted for the current site and Moran Park as the top two choices for the new water tower. Resident Micki Schaffer asked if it was reasonable to have some sort of privacy fencing could be placed during construction. Bryan explained that would have to be discussed at the easement discussions with the City Attorney. Resident Scott Schaffer states that the \$3000 allotted amount will not cover the costs of maintaining quality of life for the residents surrounding the site. Resident Micki Schaffer asked if it would be prudent to wait for more information regarding easements before the council makes a site decision. Mayor Attarian states that this would be a question for the City Attorney during easement discussions. Bryan added that the bids are only good for 60 days, the council must make a decision before then. Councilman, Jason Hammond states that it is reasonable to assume that easements will exceed the discussed amount of \$3000 but that we need to make decisions on sites and contractors in order to decide on the easement amount. Resident Laura Peterson states that she does not have a problem with placing the water tower in the current site as long as it is environmentally sound, financially sound and that whomever is impacted is treated fairly. Resident Laura Peterson states that the initial polls did not include enough information for residents to make informed decisions. Councilmember Steve Romnes assured residents that the council will be fair to its residents throughout the water tower building process. City councilwoman states that as a resident and council member she is looking to the future, she felt that Moran Park seemed initially better for the future of Skyline. She changed her perspective after reviewing the soil studies. Bryan explains that initially ISG recommended looking at other sites because they felt that placing it in the current location would cost a great deal more. As evaluation and discussion proceeded it became apparent that the cost would be comparable between the sites. Resident Laura Peterson asked if down the road property at the current site there would be permanent impact on the land surrounding the water tower. Bryan explained that no permanent impact is foreseen. Bryan explained that the 5% contingency is meant to cover unforeseen costs. Bryan also explained the geotesting companies passed both sites as viable locations for a new water

tower. Resident Micki Schaffer asked if additional meetings could be held with impacted easement residents. Mayor Attarian states that additional meetings will be held with these residents. Resident Kelly McIntee states that she understates that this is a big undertaking and that a lot of work has and will go into this project already. Mayor Attarian assured the residents that the council is being very fiscally responsible. Mayor Attarian presented to state officials to attain money for funding through grants and assured the residents that the council is working hard to keep costs reasonable. Kudos to Brian Powers and Mark Weber for all of their efforts in keeping the current water tower working properly. Bryan states that he will send the a .pdf file of the site plans to Marnie and Paige. These plans will be shared with the residents.

- ❑ Agenda and Meeting Minutes approved by the council. Motion to approve by Jason Hammond, second by
- ❑ City Clerk Report-Marnie states that there has been a request from a Mankato resident to use the city hall for a dog training course. There has been a request to turn the tennis court to a multi-court court. Councilman Jason Hammond motioned to deny the use of the facility for dog training, Shirley seconded, passed unanimously. Councilman Jason Hammond also motioned to deny turning the tennis court into a multi-sport court, Steve Romnes second, passed unanimously. a basketball court. Marnie will notify the individuals that requests were denied.
- ❑ City Treasurer Report presented by Lon. Receipts for November totalled \$17,108.14. Payables totalled \$24,170.93. Mark Weber asked to receive \$2200 instead of \$2000 for his compensation. Shirley motioned to allow the increase, Eric seconded. Passed unanimously. Motion to approve treasurer's report and to pay the bill made by Jason Hammond, seconded by Eric. Passed unanimously.
- ❑ Water and garbage bill list. Marnie will send notification letters to residents over 90 days.

### **Departmental Reports**

❑ Water Department-Jason states that one of the furnaces in the pump house is out and has to be lit everyday. He has concerns on how it will keep up when the weather becomes colder. He is working with Lakeland electric about getting pads replaced. He will have answers in the coming days. Jason and Charlie continue to communicate to assure that residents' pads and meters are being replaced efficiently. Jason is going to review the contracts for meters and waste water to see who is responsible for maintenance or replacement cost of the meters. Jason is also going to be with a resident, Drew Hood, he is having lift station issues.

❑ Street Department-Eric states that he has a new contract signed with AmLawn. The contract was signed by AmLawn and Mayor Attarian.

❑ Parks and Playground Department-Steve states that he does not have anything other than the portapotty has been removed. Resident Laura Peterson states that there is an access hatch in the park that kids are accessing. Jason Hammond states that he will follow up with the utility company to see if they can secure the hatch to keep kids from entering the hatch. Resident Laura Peterson states that there is a broken piece on the ceiling of the shelter at the park that could be replaced. Councilman Steve Romnes states that he will look at it.

❑ Public Safety-Shirley states that she has not had any public safety calls in the last month.

Motion to approve reports made by Shirley, Jason second. Passed unanimously.

### **Old Business:**

Water Rates will be increased again starting with February 2022 to \$3.50/unit. It is part of a two step process that started last year. Motion to accept this increase made by Jason Hammond, second by Eric. Passed unanimously.

### **New Business:**

Budget Worksheet-Mayor Attarian states that she has prepared a budget for review. Property tax will be raised by the maximum of 3% for 2022. A copy of the 2022 City of Skyline budget will be placed on the City of Skyline website. Discussion was that staff salaries for non-council paid members should be evaluated and raised in the future. Motion to raise clerk's salary by 5% made by Jason Hammond, second by Eric Manske. Passed unanimously. Motion to raise treasurer salary by 5%, meter readers and data entry to \$65/time, hydrant flushing workers to \$100/time.

Bid Selection-Motion to accept General Constructions Services, Inc. by Jason Hammond, second by Eric Manske. Passed unanimously.

Site Selection-Motion to build water tower in current location made by Jason Hammond, second by Eric Manske. Motion passed by a vote of 3-1 with councilwoman Shirley Piepho stating Nay to building in the current location.

Motion to adjourn meeting made by Shirley Piepho, second by Eric Manske. Passed unanimously.

# City of Skyline Treasurer's Report

For the Month of December 2021

Presented January 10, 2022

## Receipts

AT&T (antennas)	2,500.00
TMobile (antennas)	3,526.40
Verizon (antennas)	1,738.91
Water/Garbage Receipts	11,395.78
B.E. County (2nd half 2021 RE tax + assessments)	42,750.22
B.E. County (prepaid assessment)	1,658.00
League of MN Cities (insurance refund)	899.00
Centerpoint Energy (ROW digging permit fee)	100.00
MN Finance (Small Cities Assistance + Local Gov't Aid)	16,409.00
Interest income	726.60

## Total Receipts

**81,703.91**

## Payables

Blue Earth Co. (TNT notices 33.03 + Co Atty fee 72.25)	105.28
Centerpoint Energy	126.91
Consolidated Communications (phone & wifi)	115.63
DPC Industries (Water Dept)	30.00
Gopher State One Call	4.05
Hawkins Inc. (Water Dept supplies)	853.44
LJP Waste & Recycle	1,207.86
MN Waste Processing	1,407.70
Rowan Pepper (Cleaning city hall)	100.00
Wells Fargo CC (Office supplies)	436.79
Whitehead, Lon (office supplies)	18.24

## Subtotal

**4,405.90**

<u>AmLawn (snow plowing)</u>	<u>1,347.50</u>
<u>Xcel Energy</u>	<u>812.50</u>
<u>Aerial Services (water tower repair)</u>	<u>5,250.00</u>

## Total Payables

**11,815.90**

## Account Balances 12-31-21

Community Bank checking	4,234.93
Community Bank savings	401,659.54
Pioneer Bank	4,738.77
Wells Fargo checking	458.52

## Total Fund Balances

**411,091.76**