

City of Skyline

City Council Meeting Minutes

September 8, 2025/ 6:45 PM / Skyline City Hall

COUNCIL ATTENDEES: Mayor Paige Attarian, Council Members: Eric Manske, Michelle Kotila, Steve Romnes, Joanne Boettcher, Treasurer Lon Whitehead, City Clerk: Samantha Erickson

Guests: Janet Nelson(Cooperative), Kathy Johnston, Nancy Kluck

Via Google Meet: Charlie Berg

Agenda:

- ☐ Meeting called to order by Mayor Attarian at 6:45 pm
- ☐ Pledge of Allegiance performed by all in attendance
- ☐ Public Forum- nothing
- ☐ Drainage Committee update - Kathy Johnston reported that they met. A survey has been created to ask more about how much water, the nature of the flooding, and what mitigation was done. Helping to use this information to help others. Two residents volunteered to look at homes to offer advice. Kathy had them come and the biggest take away was landscaping. The idea is being discussed to offer the volunteers to offer advice to any residents. Company can scope the entire system to see where problem areas are. Paige is not sure if that is part of the feasibility study quote of \$30,000. Committee will get quotes to present for the costs. Discussion of options for covering the costs. Discussion about how buildings, fences, trees, etc. are on the tile line. The committee may recommend ordinances and recommendations. Most of the tile lines are city owned but some residents did not transfer. Suggested that the next coop newsletter provide updates as to what can be done now and what may be out of budget at least at this time. Nancy Kluck has volunteered to be the secretary for the committee. Paige is collecting the information regarding all of the properties on the three tile lines and who owns those lots. Jen is also creating a checklist for residents who wish to take steps to reduce damage to their homes when it rains. Next meeting on 22nd.
- ☐ Pump House Project Updates- Discussion about the over tower red light that has been found off a few times. The FAA requires it on or an airplane could hit it. Residents have noted a high pitch sound coming from near the water tower. Steve recognizes it as the alarm on the generator.

- ☐ Skyline Cooperative- Janet present - She will mail a newsletter. The plastic bench goal has been met. Coop is not able to sign up for another until November. They will be looking for more volunteers to collect the bags and there was discussion about the council taking over for a turn and it could start sooner.
- ☐ Approve Agenda and Minutes- Michelle motioned to approve the agenda and August minutes, Steve seconded. Passed unanimously.
- ☐ City Clerk Report- Met with Von Essen lock. He has to replace the broken handle, cannot be fixed. For the main doors to have more security, we can get a code option for the doors with panic bars. We can still have keys but it can be coded manually to change with rentals or as needed. No key would ever have to be available if we do not lock the tables and chairs. Cost is \$1000 per door and there was discussion about only coding the handicap door to save money. Other option is \$300 Schlage Encode that can be controlled electronically but manually door needs to be unlocked. It can also lock the building at a certain time. We could attach a lock box to the building as well but a key will always be in distribution. Master keys will be distributed to Mayor, Council Members, Mark Weber, cleaning staff, Nancy Kluck (garbage cans). Limited access keys will be for rentals. He will also replace broken handle. We will get a lock box to attach to the building. Eric will also look into cameras. Council was undecided on the keycode options. They would like to move forward with replacing the broken lock and re-keying the building as Sam has found the emergency door open again and it can only be opened if someone is inside to go out.

Samantha is collecting information from residents regarding the alert system and if they are receiving the messages. Plan to include information in the Coop newsletter and am going to ask that residents who have signed up but have not received emails/texts email me. I have contacted the website company for more assistance. I will encourage all residents to sign up for email as that can be our Non-Emergency notices that are called News on our website. There is another account set up just for the calendar in google cityofskyline@gmail.com. I have not been updating this calendar and would like to include the calendar with skyline email but if we create a google calendar, they can embed it. I updated the website for my phone number so that there is an emergency number but I have had a significant increase in spam on my phone. I still need to call Consolidated to forward phone calls to my cell phone.

Working on getting all four Water Volunteers on the Sensaphone water tower alarm and have email to company to see why Chris has not been able to receive text or email alerts.

New chlorine pump and a rebuild kit have been ordered.

- ☐ City Treasurer Report-Lon supplied the council with August treasurer's report. August Receipts \$32,652.64. Total payables for the month are \$20,055.37 including our audit and attorney review. Total fund balance is \$684,250.98. Of that amount, \$159,599.19 is allocated to the Pump House

Construction Project. Steve motioned to accept the treasurer report and to pay the bills, Joanne seconded. Passed unanimously.

- ☐ Water and garbage bill list- Clerk will send letter to residents with balance over 90 days and include auto pay. We did get a 10% return from Jetter Clean that will show up next month.

Departmental Reports

- ☐ Water Department- Charlie asked what we charge for meter and pad. 36 Skyline Drive meter needs to be replaced. 158 is not reading so Steve will have to check on it.
- ☐ Street Department- Made a call to add larger rock by the water tower spillway to prevent washout. 19 tons for \$700 can be delivered. Council had further discussion as to the erosion needs at the tower also tying into the information under new business regarding the gravel at the tower.
- ☐ Parks and Playground Department– Michelle reports that the 5 No Parking signs are not able to be read. Discussion about idea of no parking seasonally in the winter but may not be worth the cost of the signs. There has to be a fine for the Mankato Police to enforce. Michelle found delineators to replace the others and some that are more expensive but would bounce back from snowplow. Estimating 30 needed for full replacement. Steve approved purchase of new no-parking signs and Joanne secondary. Passed unanimously.
- ☐ Public Safety- Joanne did not have a report.

Old Business:

- MS4 Part 2 Permit Application - MS4 ToolKit has been released.
- Blue Earth Co HMP question discussion and update on plan for survey completion (Tuesday August 19th 5:30 pm City Hall) - Complete
- Budget Review - request to review Year To Date with last year's budget/categorized expenses at next meeting
- City Communication and public data/information access - We had discussed having an official City of Skyline Facebook page. There is LMC guidance on how to manage the page. Joanne will bring that information to the next meeting for review and those involved to sign.

New Business:

- Proposed Citywide cleanup on October 11 - Joanne is voting no as it is expensive and that it encourages residents to throw things that may be beneficial to others. Steve motioned to approve

the clean up, Eric seconded. Eric, Paige, and Steve yay, Joanne and Michelle nay. Passed by vote of 3.

- First City of Skyline Flooding Mitigation Committee meeting follow up - see above
- Erosion of gravel around the water tower - Eric does not think that there has been any change in the last 2 years to this spot. Other council members feel that there needs to be some plants on the edge to stop the erosion from the natural water run off. Clerk will send out date request for council to look at the erosion as a Special Meeting.
- Jetter Tile Lines - Discussion if we still clean out Tile Line 3 (the shortest) this fall that is not city owned. We have been maintaining this tile line and we need to decide if we are going to continue to have the city clean this private tile line as it does open the city to have to clean out other private tile lines. We historically clean mid-late summer. Decide if we need to clean again this fall or wait until May. Jetter did get through all the tile lines the last clean out. Paige and Steve have typically scheduled the cleanout. Paige will contact Jetter to schedule Fall and Spring cleanouts and Joanne will have someone from the Drainage Committee present. Plan for late April.
- Feasibility study for tile line was emailed out and will be discuss at next meeting. The study would include Tile line 3 and would potentially cost less unless the City decides to continue.
- Charlie asked about setting out preliminary budget in September or if that is not necessary for the size of our city. We will look into that but tonight we need to set a preliminary tax levy. We set a high parameter now and then discuss at later date. Discussion to set preliminary tax levy at 15%, Steve motioned, Michelle seconded. Passed unanimously.

Michelle motioned to adjourn at 8:36 pm, Paige seconded. Passed unanimously.