

**WORK SESSION MEETING**  
**August 12, 2024**  
**9:00 AM**  
**City Hall**



**CITY OF MILLS**  
EST. 1921

**Mayor:**  
Leah Juarez  
**Council President:**  
Sara McCarthy  
**Council Members:**  
Cherie Butcher  
Brad Neumiller  
Tim Sutherland

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## MINUTES

### CALL TO ORDER

Brad absent, Cherie over the phone

### AGENDA ITEMS

1. City Administrator - Home Occupation Permits
  - a. There is some confusion. What is a home occupation and what is a business outside of the home. Business license home occupation permit is free, charge is for fire inspection. Wil wants to know what they are walking in to.
  - b. Mike – Any business in a home is a home occupation.
    - i. Fee for all Permits, Do we want an exempt for the guy sitting at computer, no customers coming in, how does council want to address it.
      1. Council agrees there should be a fee for all home occupation permits
      2. Home crafter, people who use 1 room in their home for their business
      3. Welding services at home, it would need a fire inspection, should not be in home....shop on property.
      4. Landscaper, big shop, piling clippings,
    - ii. Amend ordinance to define work, put in exception, doing their work outside of yard.
      1. Not bringing customers in, come in and inspect initially.
    - iii. Should there be a one-time permit fee or yearly
      1. Reapply if address changes, requires some sort of fire inspection
      2. Council agreed that it should be a yearly fee due to the need to inspect certain home occupations yearly
    - iv. Wil recommended diving deeper into questionnaire. Better questions on application, trade description,
    - v. Call fee administration fee?
    - vi. Wil to look over, add him to initial review, in case they need inspection
    - vii. Storage units or yards, trailer parks
    - viii. Fire inspection are the real point,
      1. Pat – have following type of inspection annually, initially
    - ix. Yards that don't have a building, what are they storing? Anything hazardous?
    - x. Leah – Change fee for home occupations to \$25,
      1. Sara – Believes that we should charge a fee, for the time it takes us to do the paperwork
      2. All agreed
    - xi. Sara – defining more of what they have in their home,
    - xii. Mike – pass resolution for an updated fee for Home occupations
      1. If you have customers come to home, you should not have it in your home
      2. Then have them call Wil for fire inspection
    - xiii. Leah – if it spills out into your garage or shop, it should be a business
    - xiv. Leah questioned what Casper and other municipalities do
      1. Pat – Casper doesn't enforce home occupations, then if there is a violation they can charge, nothing in Bar Nunn

- xv. Leah – Brought up sales tax list and asked status
  1. Sarah – Had Raelyn start working on it Friday. Together they will work with Summer to complete list
2. City Attorney - Draft MOU Impact Assistance Settler Wind
  - a. Pat – Settler wind farm, Converse County did not sign and they want to change it. Someone will sent it in to industrial council, no legal impact. Not an agreement between all parties, shows that we tried to do something.
  - b. Pat – Will send it over to Heather and they will send it in.
3. Leah – Movie in the park August 23, 2024 Kung Fu Panda 4
4. Pat – Question about Metro Contract, received most up to date exhibits. They were breaking out the animal control in price. Allocation application wrong, contract seems to suggest construction going forward, we would pay our percent for it. We need to tie it to exhibit A. When we send it over, Pat will make revision, this should be the final.
  - a. Different then the joint powers board. If passed they should not charge us our percent.
5. Sarah – D’s Oregon Trail Bar transfer application is compliant with WLD
6. Leah - Senior Service District – if approved in primary, in November nominee will be on general elections, the district receives a Mill of Taxes.
7. Leah - Senator Anderson – LSO correct ISC payments, get payment directly from state and not going through county

## **ADJOURNMENT**

## **AGENDA SUBJECT TO CHANGE WITHOUT NOTICE**

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact City Hall at 307-234-6679 within 48 hours prior to the meeting in order to request such assistance.

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Mayor, Leah Juarez

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City Clerk, Sarah Osborn