

**REGULAR CITY COUNCIL
MEETING**

September 08, 2026

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

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

MINUTES

CALL TO ORDER

Mayor called the meeting to order at 7:00pm

ROLL CALL

Present:

Mayor Juarez
President Neumiller
Council Butcher
Council McCarthy
Council Sutherland

PLEDGE OF ALLEGIANCE

PUBLIC HEARINGS

1. Chapman Industrial Park – Subdivision

Mayor Juarez closed the regular Council meeting and opened the public hearing for consideration of the Chapman Industrial Park Subdivision. The hearing was conducted in accordance with applicable state statutes, Council procedures, and legal notice requirements. Members of the public were invited to provide comment.

The City Planner presented the proposed subdivision request submitted by Blue Mountain Real Estate, LLC. The application would divide an existing unplatted parcel into two conforming light industrial lots, creating legal lots of record for future ownership and development. Lot 1 would contain approximately 1.04 acres and Lot 2 approximately 4.54 acres. No zoning changes are proposed.

The City Planner reported that the proposed plat complies with all Light Industrial zoning district requirements, including lot size, frontage, access, and utility provisions. Existing easements and utility access will be preserved. Reviews by the Police Department, Fire Department, Public Works Department, Rocky Mountain Power, and Black Hills Energy identified no concerns affecting compliance. The City Engineer's comments regarding survey control corners have been addressed.

The City Planner noted that the Planning and Zoning Commission reviewed the application on August 6, 2026, and forwarded a recommendation for approval to the City Council. Required public notices were published and mailed to nearby property owners. No public comments had been received for or against the proposal.

Based on the review of applicable regulations and agency comments, staff recommended approval of the Chapman Industrial Park Subdivision.

Mayor Juarez called three times for public comment in favor of the application and three times for public comment in opposition. No one appeared to speak either for or against the proposal, Mayor Juarez closed the public hearing.

2. Peterson Addition No.4 – Subdivision

Mayor Juarez opened the public hearing for consideration of Peterson Addition No. 4 Subdivision, noting the hearing was properly advertised and conducted in accordance with state statutes, City of Mills procedures, and applicable laws.

The City Planner presented the application for property located at 1120 Falcon Avenue. The request is for the vacation and replat of Lot 20 of Peterson Addition No. 2 into two legal lots of record: one containing approximately 8.55 acres and the other 7.01 acres. No zoning changes are proposed. The purpose is to establish two legal lots while maintaining existing access and utility infrastructure.

The City Planner reported the property is zoned Light Industrial (LI) and that both lots exceed minimum district requirements. Existing street frontage, utility easements, and access easements will be maintained. No nonconforming or landlocked parcels will be created.

The Mills Police Department, Fire Department, and Public Works Department reviewed the application and reported no concerns. Rocky Mountain Power also reported no concerns. Black Hills Energy noted that new utility service will be required for the newly created lot. The City Engineer identified minor plat and description corrections, which have been completed.

The City Planner stated the proposal complies with subdivision regulations, preserves necessary infrastructure and easements, and can be adequately served by existing public facilities. The Planning and Zoning Commission reviewed the request on August 6, 2026, and forwarded a recommendation for approval.

Public notice was published in Oil City News, and notices were mailed to surrounding property owners. No comments were received. Staff recommended approval of Peterson Addition No. 4 Subdivision.

Mayor Juarez called three times for public comment in favor of the application and three times for comment in opposition. No one appeared to speak either for or against the request, Mayor Juarez closed the public hearing and reopened the regular City Council meeting.

CONSENT AGENDA

Minutes

3. Council Meeting Minutes from 8/25/2026

City Licenses

4. New / Renewal Business / Contractor Licenses and Home Occupation Permits

Financial Approvals

5. Financial Breakdown - Check Register & Future ACH/EFT TRansactions
6. PAID ACH / EFT Transactions
7. Regular / Police Payroll
8. Fire Payroll
9. Transmittal Transactions
10. Reserve Transfers

11. Treasurer's Report

12. Court Report

Motion made by Council Member Sutherland to approve Consent Agenda, Seconded by Council Member Butcher. Voting Yea: Mayor Juarez, Council President Neumiller, Council Member Butcher, Council Member McCarthy, Council Member Sutherland

OPEN DISCUSSION

COUNCIL APPROVALS

13. Tim Sutherland Block Party September 12, 2026

Council Member Sutherland abstaining from the vote. Motion made by Council President Neumiller to approve Tim Sutherland Block Party September 12, 2026, Seconded by Council Member McCarthy.

During discussion, council inquired about the event hours. Mr. Sutherland stated the block party would begin in the afternoon and conclude between approximately 1:00 p.m. and 7:00 p.m. Additional informal comments were made regarding the event and its location.

Voting Yea: Mayor Juarez, Council President Neumiller, Council Member Butcher, Council Member McCarthy.

ADJOURNMENT

Motion made by Council President Neumiller to adjourn, Seconded by Council Member Sutherland. Voting Yea: Mayor Juarez, Council President Neumiller, Council Member Butcher, Council Member McCarthy, Council Member Sutherland

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - September 22, 2026 at 7:00pm / October 13, 2026 at 7:00pm

NEXT WORK SESSION - September 22, 2026 at 6:00pm / October 13, 2026 at 6:00pm

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.



Mayor, Leah Juarez



City Clerk, Megan Smith

