

WORK SESSION MEETING
September 08, 2025
9:00 AM
City Hall



CITY OF MILLS
EST. 1921

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

MINUTES

CALL TO ORDER

AGENDA ITEMS

1. City Clerk - Brad Shelkey - 887 Fossil Butte St.
 - a. Delinquent Water Account at 887 Fossil Butte
 - i. A landlord, Brad, presented an issue with a former tenant, Michael Schmid, who abandoned the property leaving a \$543 delinquent water bill. The account was red-flagged in March but was not successfully shut off, allowing the bill to accumulate. Issues identified include tenants illegally turning water back on after a shut-off, lack of communication between the office and field staff, and the inability of the current system to notify landlords about tenant delinquencies.
 - ii. The landlord paid the \$543 bill. The tenant likely turned the water back on illegally after shut-off attempts. The city is ordering special meters with remote shut-off capabilities to combat this issue in the future. No resolution was made on crediting the landlord.
 - iii. To resolve the immediate case, the landlord requested a refund. It was proposed that the city treat this as a claim and settle by refunding the charges that accumulated due to the city's failure to shut off the water. This amount was calculated to be approximately \$280, covering the bills from February, March, and April.
 - iv. The city will implement a multi-pronged approach: proactively notifying landlords of delinquent accounts, sending a 'Notice of Intent to File Lien', and updating the renter's application to include a notice waiver. Pat Holscher will provide the necessary legal language for these changes.
 - v. The city will consider settling the landlord's claim by refunding the amount that accrued after the initial 60-day delinquency period, which is estimated to be about \$280.
 - vi. The council discussed a claim for a water bill overcharge. The property owner was billed incorrectly for February, March, and April after a requested shutoff. After calculating the overcharged amounts, it was agreed that the landlord would submit a claim for \$280.39.
2. City Clerk / Police Chief - Block Party
 - a. Council Member Sutherland requested guidance for a block party planned for this Saturday, September 13, 2025, from 1 PM to 8 PM. The event would require closing 5th Street between Buick and Abbott. The council discussed past procedures, which included notifying neighbors and getting council approval..
 - b. Sutherland provided flyers to the neighbors and will have a few neighbors attending the council meeting.
3. City Administrator - Ridge west Subdivision Zoning & Re-plat
 - a. The council addressed procedural issues with the new 86-lot River West subdivision. The developer's plat cannot be approved until the area is rezoned. A plan was devised to run the rezoning and plat approval processes concurrently to avoid delays.
4. Senior Center B BQ

- a. A barbecue is scheduled at the Senior Center on Friday, September 12, 2025, from 11 AM to 1 PM. It was also noted that the Senior Center's contract, signed in 2021, is due for revision as some terms, like monthly deep cleaning by the city, are no longer being performed.

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.

Mayor, Leah Juarez

City Clerk, Sarah Osborn