

**REGULAR CITY COUNCIL
MEETING
January 14, 2025
7:00 PM
City Hall**



CITY OF MILLS
EST. 1921

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

MINUTES

CALL TO ORDER

Mayor called the meeting to order at 7:02 pm

ROLL CALL

Present: City

Mayor Juarez
President McCarthy
Council Butcher
Council Neumiller
Council Sutherland

PLEDGE OF ALLEGIANCE

APPOINTMENT

1. Swear In - Council Members Sara McCarthy & Brad Neumiller

The City Clerk swore in both Sara McCarthy & Brad Neumiller

2. Election - Council President

The Mayor moved to do an election for council president. She let everyone know that this will be someone who manages council in her absence and will also represent the city in her absence for meetings and public events, this includes additional roles. The Mayor now opened the floor for nominees for president. Council Member Sutherland nominated Council Member Neumiller. Council Member Butcher seconded the motion. The Mayor asked if there was any discussion. President McCarthy asked Council Member Neumiller if he was going to be able to do these things, he replied yes. The Mayor extended her appreciation for the council and their group. She is appreciative for representation when meetings overlap and council steps up, when she can't be present at certain meetings. She is also proud of our council members who are very strong advocates for the city.

Motion made by Council Member Sutherland, Seconded by Council Member Butcher.

Voting Yea: Council Member Sutherland, Council President McCarthy, Abstain: Mayor Juarez, Council Member Neumiller, and Council Member Butcher, motion passes

CONSENT AGENDA

Minutes

3. Council Meeting Minutes 12-23-24

City Licenses

4. New and Renewal Business and Contractor Licenses

Financial Approvals

5. Financial Breakdown - Check Register & Future ACH Transactions
6. PAID ACH / EFT Transactions
7. Transmittal Transactions
8. Payroll Regular / Police 12-16-24 to 12-29-24
9. Fire Payroll 12-21-24 to 1-1-25
10. Voided Checks

Motion made by Council Member McCarthy, Seconded by Council Member Sutherland
Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

OPEN DISCUSSION

No one spoke

ORDINANCES AND RESOLUTIONS

11. RESOLUTION NO 2025-01 FIXED ASSETS FY25

This document sets forth fixed asset accounting procedures for the City of Mills. These policies define "Fixed Assets", system maintenance, capitalization and depreciation guidelines, and inventory guidelines.

Motion made by Council President Neumiller, Seconded by Council Member McCarthy
Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

12. RESOLUTION NO 2025-02 BANKING FY25

A RESOLUTION OF THE CITY OF MILLS, WYOMING, DESIGNATING THE BANKING INSTITUTIONS TO BE USED FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025 TO DECEMBER 31, 2025

Motion made by Council Member McCarthy, Seconded by Council Member Butcher
Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

13. RESOLUTION NO 2025-03 TAX LEVY FY25

A RESOLUTION FIXING THE TAX LEVY FOR THE CITY OF MILLS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025.

Motion made by Council President Neumiller, Seconded by Council Member Sutherland
Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

14. RESOLUTION NO 2025-04 CLEAN STREETS FY25

A RESOLUTION CERTIFYING COMPLIANCE WITH W.S SECTION 24-2-111

Motion made by Council Member Butcher, Seconded by Council President Neumiller,
Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

15. RESOLUTION NO 2025-05

A RESOLUTION ADOPTING THE DLD ADDITION

Motion made by Council Member McCarthy, Seconded by Council President Neumiller,

The Mayor asked for a report from staff. The City Planner, Megan Nelms, came forward and address the council. She detailed Case Number 24.09 FSP, the applicant is Daniel Dwyer, represented by WLC Engineering. The applicant is proposing to resubdivide property in two separate subdivisions into two (2) lots in one, newly named subdivision, the DLD Addition. Proposed Lot 1 will be a replat of portions of Lots 4 & 6, B & B Subdivision and a portion of Lot 2, DLD Simple Subdivision, resulting in a 2.57-acre lot. Proposed Lot 2 will be the remainder of Lot 2, DLD Simple Subdivision, and be 5.23-acres in size. Staff recommends APPROVAL of the final plat upon all planning considerations being completed and for the Planning Commission make a "Do Pass" recommendation on the Final Plat application. The applicant is present if council has any questions.

The Mayor asked if there was any discussion.

Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

16. RESOLUTION NO 2025-06 EQUAL OPPORTUNITY EMPLOYMENT

RESOLUTION ADOPTING AND CONFIRMING EQUAL OPPORTUNITY EMPLOYMENT

Motion made by Council President Neumiller, Seconded by Council Member McCarthy
Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

COUNCIL APPROVALS

17. Unlocked Vines Winery – Un-table and Approve

Council President Neumiller moves to un-table Unlocked Vines Winery Permit, Council Member Butcher seconded the motion, Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

The Mayor asked for a staff report. The City Clerk informed council that Unlocked Vines have now constructed their shop to produce the wine and they have passed their fire inspection and everything is still compliant with Wyoming Liquor Division.

Council President Neumiller moves to approve Unlocked Vines Winery Permit, Council Member McCarthy seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

EXECUTIVE SESSION

18. Executive Session - Legal Matter

The Mayor asked for a motion to go into Executive Session for a legal matter. Council Member McCarthy made a motion, Council Member Sutherland seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

Council returned from the Executive Session at 7:28 pm.

No action needed

19. Executive Session - Legal Matter

The Mayor asked for a motion to go into Executive Session for a legal matter. Council President Neumiller made a motion, Council Member Sutherland seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

Council returned from the Executive Session at 7:33 pm.

Council Member Butcher made a motion to write off an ambulance debt for run 2023-0390 as uncollectable, Council Member Neumiller seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

ADJOURNMENT


Council President Neumiller moved to adjourn the meeting at 7:34pm, Council Member McCarthy seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

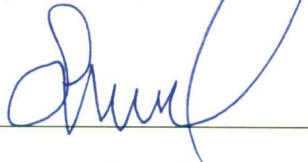
NEXT MEETING - January 28, 2025 at 7:00 pm / February 11, 2025 at 7:00 pm

NEXT WORK SESSION - January 28, 2025 at 6:00pm / February 10, 2025 at 9:00 am

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

