

**THE TOWN OF ROLLING HILLS**  
**RECORD OF PROCEEDINGS OF THE GOVERNING BODY MEETING**  
**April 18, 2023; 7 p.m.**

**CALL TO ORDER:** Mayor Maines called the Governing Body Meeting of April 18, 2023, to order at 7 p.m. and led those present in the Pledge of Allegiance.

**ROLL CALL:** Present – Mayor Maines; Council Members Montgomery, Weaver, Rivera and Cielinski;  
and Attorney Silva

**CONSENTS:**

MOTION to approve the minutes as presented of the Governing Body Meeting of March 21, 2023; Council Member Montgomery so motioned, Council Member Rivera seconded. All Ayes. MOTION CARRIED.

MOTION to approve the minutes as presented of the Governing Body Work Session of March 28, 2023; Council Member Rivera so motioned, Council Member Montgomery seconded. All Ayes. MOTION CARRIED.

MOTION to approve the bills and claims as presented for April 18, 2023, including those that were prepaid on April 5, 2023; Council Member Rivera so motioned, Council Member Montgomery seconded. All Ayes. MOTION CARRIED.

**PRESENTATION OF PETITIONS:** Nothing at this time.

**COMMUNICATION FROM THE FLOOR:** Nothing at this time.

**REPORT OF COMMITTEES:**

**Parks and Entertainment:** The egg hunt yielded just under 200 kids. Planning has already started for 2024 with slight changes being made. Everyone was exceptionally understanding with the snow and reverse order of age groups.

**Zoning:** Nothing at this time.

**Local Emergency Planning Committee:** Nothing at this time.

**Joint Powers Board:** Council Members Montgomery and Rivera attended a meeting via Teams on April 5, 2023, at 7 a.m. E911 purchased software to assist dispatch with over-the-phone medical issues. The software was \$75,000 and was purchased by E911 funds. Public Health is still doing Covid and flu shots. They are one nurse short and looking for candidates. Public Health is looking for portable vehicle. Joint Dispatch construction is continuing; landscape will be advertised for bid soon. FSA is working on budgets. ARPA paperwork is due soon.

**Fire Suppression Authority:** The FSA Board met on April 10, 2023, in Douglas. Budgets from each department were received and accepted to present to the County Commissioners, Douglas, Glenrock and Rolling Hills. Douglas Fire Department greatly increased their budget in order to purchase equipment. Construction of the training center in Douglas is continuing. Members of the Douglas Fire Department attended certification training so that they could take others through the building. Some level of training is required by anyone who enters the building. The Board confirmed that the building would be available to firefighters state-wide. Glenrock Fire Department's new truck is expected to arrive early May.

**Landfill Board:** Mayor Maines stated there is a meeting on April 20, 2023. A waiver is being put together for the planting area.

**NEWY:** Nothing at this time.

**DEPARTMENT REPORTS AND REQUESTS:**

**Public Works Department Report & Requests:** P. Ehler is attending the WARWS conference this week.

**CONTINUING BUSINESS:**

**Antelope Ridge Development Project, Update:** Andreen-Hunt will raise the fire hydrant and meter pit and grade the area around the same so that water runs away from the apparatus for an additional \$5500. MOTION to approve a change order allowing additional work by Andreen-Hunt and to increase the amount paid to Andreen-Hunt by \$5500; Council Member Montgomery so motioned, Council Member Weaver seconded. All Ayes. MOTION CARRIED. Council reviewed the contract with Rocky Mountain Power to install service to the Antelope Ridge area. The cost of service was approved in a previous council meeting. MOTION to accept the contract with Rocky Mountain Power to provide service to the Antelope Ridge area for the amount of \$57,793.00, and for Mayor Maines to execute the same;

Council Member Rivera so motioned, Council Member Montgomery seconded. All Ayes. MOTION CARRIED. Andreen-Hunt will start roadwork within the next two weeks.

**Cedar Springs Wind Farm, Update:** The application to the ISC Board has been filed. A letter was sent to the ISC Board stating that the Town would like to be a party to the proceedings. No meeting has been initiated by the County Commissioners. The next deadline is April 28, 2023, for an MOU. Mayor Maines has drafted a letter regarding an MOU with other parties and discussed the formulas and different funding options that would be proposed. An MOU is more agreeable to the panel and shows that everyone is working together. Mayor Maines stated the proposed letter could be sent to other parties or the Town can wait to see if anyone else proposes an MOU. Council feels that Mayor Maines has done the most research on this project and are inclined to follow his lead. MOTION for Mayor Maines to move forward at his discretion with any proposed MOU for the Cedar Springs impact funds prior to the next regularly scheduled council meeting; Council Member Montgomery so motioned, Council Member Weaver seconded. All Ayes. MOTION CARRIED. Mayor Maines is working on the Town's exhibits for impact funding that are due in June.

## **NEW BUSINESS:**

**Proclamation – Child Abuse Awareness Month:** Mayor Maines proclaimed April 2023 as Child Abuse Awareness and Prevention Month.

**Road Project 2023:** Council reviewed the estimated quote from WLC for chipseal work on the new roads, Roundup Road, Rimrock Road and South Coyote Road. The anticipated completion date of this project is Fall 2023. MOTION to move forward with the chipseal road project; Council Member Cielinski so motioned, Council Member Weaver seconded. All Ayes. MOTION CARRIED. Council discussed abandoning that portion of Roundup Road that starts at Rimrock Road and continues to nearly South Bobcat Road; no final decision was made.

**Animal Variances:** Council reviewed and discussed a short-term and a long-term animal variance request by Anthony and Melissa Rivera. All neighbors have signed off the variance application. A letter from the 4H office was submitted for the short-term variance. MOTION to approve the short-term and long-term variance request by Anthony and Melissa Rivera; Council Member Cielinski so moved, Council Member Montgomery seconded; Mayor Maines and Council Members Cielinski, Montgomery and Weaver voting Aye; Council Member Rivera abstained. MOTION CARRIED.

**Elected Officials Workshop:** Council Member Rivera was not able to attend the elected officials workshop.

**New Pathway:** Resident Andi Kiger approached Council regarding consideration of constructing a pathway from Rolling Hills to Glenrock. The Rolling Hills Council is the first to be approached. Council discussed crossing the river and construction of a new bridge, possibly where the old bridge was located. WYDOT has grant funding that could be applied for with this project but it would not be available until 2025. This could be a potential impact for the Cedar Springs impact funding proposal. T. Montgomery will put together contact information for A. Kiger to move the project forward.

**Town Park Pathway and Gate:** T. Montgomery filed a Notice of Intent with WYDOT stating that the Town would apply for a TAP grant to re-do the pathway in the park, including the placement of at least one ADA compatible gate. A federal law states that if a Town provides a service everyone should have access to that service, including those with disabilities. A service can be defined as a park, a sidewalk, a town hall, etc. The deadline to file the Notice of Intent was April 17, 2023. Without a Notice of Intent, no grant can be applied for. A team from WYDOT will meet in Rolling Hills by the end of May to look at the proposed project and assess whether or not it meets any grant criteria. If it does, the grant will pay approximately 91% of the overall project cost. T. Montgomery and B. Holwegner with WLC anticipate this project will cost around \$24,000. That figure includes the pathway, engineering and an ADA-compatible gate. If a grant is applied for, the award will be given around March 1, 2024, with an anticipated completion date of September 2024. Public Works will be heavily involved insofar as assessing the sprinkler lines and possibly moving the same.

**WAM-JPIC Ballot:** Council reviewed and discussed the nominees running for the WAM-JPIC Board. MOTION to vote for Kelley Millar, Torey Racines and Melissa Simental; Council Member Montgomery so motioned, Council Member Rivera seconded. All Ayes. MOTION CARRIED.

**EXECUTIVE SESSION:** No executive session.

## **COMMUNICATION TO COUNCIL:**

A budget work session has been scheduled for April 19, 2023, at 6:30 p.m.

**MOTION** to adjourn the Governing Body meeting of April 18, 2023, at 8:08 p.m.; Council Member Rivera so motioned, Council Member Cielinski seconded. All Ayes. **MOTION CARRIED.** Meeting adjourned.

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Jon O. Maines, Mayor

TOWN SEAL

ATTEST:

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Teresa Montgomery, Clerk/Treasurer