**THE TOWN OF ROLLING HILLS**

**RECORD OF PROCEEDINGS OF THE GOVERNING BODY MEETING**

**November 21, 2023**

**CALL TO ORDER:** Mayor Maines called the Governing Body Meeting of November 21, 2023, to order at 7 p.m. and led everyone in the Pledge of Allegiance.

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

and Attorneys Craig Silva and Matt Sato

**CONSENTS:**

MOTION to approve the minutes as presented of the Governing Body Meeting of November 7, 2023; Council Member Cielinski so motioned, Council Member Weaver seconded. All Ayes. MOTION CARRIED.

MOTION to approve the bills and claims for November 21, 2023, as presented; Council Member Cielinski so motioned, Council Member Montgomery seconded. T. Montgomery clarified a question regarding a payment to individuals who moved from Rolling Hills with a credit balance on their water account. After discussion, 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:**  Cookies with Santa will be held on Thursday, December 14, 2023. Shon and Lori Lindsay have agreed to be Santa and Mrs. Claus.

**Zoning:** The next meeting was scheduled for December 12, 2023; this date will be changed.

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

**Joint Powers Board:** Nothing at this time.

**Fire Suppression Authority:** A. Rivera stated there was discussion regarding the accident with the Douglas rescue truck and replacement options.

**Landfill Board:** Mayor Maines stated employee policies are being worked on. Safety signs and procedures will be noticed. A company was brought in to assess overall safety and provide recommendations to be implemented. The Board is moving forward on getting the new design for the location of the gatehouse and bins. There may be an office put in the bin area. The safety bar gets in the way of closing the bins; they may be replaced with wheel chalks. Council asked what the landfill hours are; they will be posted on the town’s website.

**NEWY:** Nothing at this time.

**DEPARTMENT REPORTS AND REQUESTS:**

 **Public Works Department Report & Requests:** P. Ehler stated that he spoke to Ben Jordan regarding Well 2-2R. He will be looking at this project in the near future. The chlorine pump for Well 2-2R has been moved to the chlorinator for Wells 4, 5 and 6 as that one has failed. A new, larger pump has been ordered and should be in next week. Well 7 is running exceptionally. All major water tests are completed for the year. Usage is at winter levels. Residents will be notified of the drip allowance. Site A had an alarm due to a wire that worked loose; it was repaired. A leaf pickup in the park has been done. Street repairs are being done to protect for the winter. New tires have been put on the F250. Blades are on both pickups. A. George will be on plow duty this weekend, if needed. Inventory has been done. Budget has been started. Council Member Cielinski asked about the water op program through Wyoming Rural Water; after research it was determined that this program was quite expensive and town employees will not be taking part in it at this time. P. Ehler confirmed that the new pump will go into the chlorinator building for Wells 4, 5 and 6. New reflector poles were purchased and will be installed in the spring.

**CONTINUING BUSINESS:**

 **Draft Ordinance 2024**-\_\_, **Camping on Public Property:** Town Clerk made minimal revisions to the draft ordinance pursuant to comments at the last council meeting. Police Chief Felton has reviewed the ordinance and is fine with it. Attorney Silva has reviewed the ordinance and is fine with it. The ordinance will be on the agenda for first reading at the next meeting.

 **Park Pathway Rehab Project:** Brad Holwegner with WLC Engineering revised the pathway plans and provided an updated cost estimate for the project. Per ADA regulations, the minimum pathway width is five feet. T. Montgomery is researching a potential grant opportunity for outdoor recreation. As this project will not be completed until next year, this matter will be discussed again after grants are researched.

 **Concrete Project:** The contractor who was awarded the bid for the concrete project at the town hall and at the mailbox facility has not returned phone messages or emails to the town clerk. Mayor Maines will contact the Full Contact Concrete. If no reply, Attorney Silva will send a letter. The deadline to have the project completed is December 31, 2023.

**NEW BUSINESS:**

 **Town Hall Meeting Entrance Rehab:** Brad Holwegner with WLC Engineering provided a cost estimate of restructuring the asphalt outside of the glass door and entryway. Currently the ground is sloped towards the door causing water and ice to enter the building, which is a hazard to pedestrians. It was noted that the measurement on the estimate is square yards instead of square feet. This project will wait until another project is being completed in the area and hopefully use the same contractor.

**EXECUTIVE SESSION:** No executive session.

**COMMUNICATION TO COUNCIL:**

 The new website has launched.

 Christmas lights in the park will be finished next week.

 Brad Holwegner talked with contractors regarding re-bidding the chipseal project. They stated that they will not know oil costs until after the first of the year so could not provide an accurate estimate until then. This has been calendared to look at again in January 2024.

 A few responses have been received on the growth study survey.

**MOTION** to adjourn the Governing Body meeting of November 21, 2023, at 7:41p.m.; Council Member Rivera so motioned, Council Member Cielinski seconded. All Ayes. MOTION CARRIED. Meeting adjourned.

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 Mayor Jon O. Maines

TOWN SEAL ATTEST:

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 Teresa Montgomery, Clerk/Treasurer