

REGULAR TOWN HALL MEETING

November 29th, 2017

Meeting called to order by Mayor at 7:00pm

Present: Mayor Coleman, Councilman Ives, Councilman McCarthy, Councilman Pyatt, Councilman Wales.

Pledge of Allegiance:

Approval of the Minutes from November 8th, 2017: Councilman Pyatt made the motion to approve the minutes from November 8th, 2017. Councilman Wales seconded. All Ayes-Motion carried.

Approve the Executive Minutes from November 8th, 2017:

- **Personnel Issue:** Councilman McCarthy made the motion to approve the executive minutes on a personnel issue. Councilman Ives seconded. All Ayes-Motion carried.
- **Personnel Issue:** Councilman Pyatt made the motion to approve the executive minutes on personnel issue. Councilman Wales seconded. All Ayes-Motion carried.

Approval of the Special Session Minutes from November 16th, 2017. Councilman Ives made the motion to approve the Special Session minutes from November 16th, 2017. Councilman McCarthy seconded. All Ayes-Motion carried.

Approve the Executive Minutes from November 16th, 2017.

- **Insurance Legal Issue:** Councilman Wales made the motion to approve the executive minutes from November 16th, 2017. Councilman Pyatt seconded. All Ayes-Motion carried.

Approval of the Special Session Minutes from November 20th, 2017. Councilman McCarthy made the motion to approve the special session minutes from November 20th, 2017. Councilman Ives seconded. All Ayes-Motion carried.

- Vouchers: \$153,606.19
- Manual Checks: \$14,780.83
- Voided Checks: \$25,949.58

Authorize Mayor to Approve Cigna Health Care as the Town's Insurance:

Mayor Coleman asked Brad Johnson to talk a little bit about the plans.

Brad Johnson the town's insurance consultant was here to talk about the new plan. Cigna is a big insurance company that the town went out to bid in April of this year. The town wanted to give the employees some more options and give the town better insurance. There are two plans. Both plans are a PPO. Plan 1 is more like the plan we have now with Blue Cross Blue Shield. It will have the same deductible and have a co-pay. On Plan 2, this is a high deductible plan and insurance will not kick in until the deductible is paid. The employee will have the option to put money on a tax-free card and use towards medical expenses. Both plans the town will still help with dependent health care. On the Dec 13th, 2017 meeting it will be discussed the town will pay.

Councilman McCarthy made the motion for the Mayor to approve Cigna as the Town's health care Insurance. Councilman Wales seconded. All Ayes-Motion carried.

Authorize Mayor to Hire Benefits Administrator Inc. to Help out with the Insurance Process:

Mayor asked Brad Johnson again to talk about this. This separate company works with Covenant Insurance. They are to help with the up keep of the insurance side and the payment and the claims process. Christine the Town Clerk will still add people in the computer and up load everything to benefits Administrator. Everything will be done in their office. There will be one portal for everything. There is a fee for each employee that we put in the system.

Councilman Ives made the motion to approve Benefits Administrator Inc., to help with the insurance process. Councilman Wales seconded. All Ayes-Motion carried.

Authorize Mayor to Sign the New Service Agreement with Tallgrass for the Master Plan of the Robertson Hills Community Park.

Mayor Coleman stated that we are working on up grading our parks and Robertson Hills is the newest subdivision in Mills. We have been given some land and now are trying to design a park in that area. Councilman McCarthy made the motion for the Mayor to sign the agreement with Tallgrass for the Robertson Hills Community Park. Councilman Ives seconded. Four Ayes-One Abstain and Motion carried.

Authorize Mayor to Sign the Contract with Hinge Studio for the Construction of the New Web site for the Town of Mills.

Mayor asked Kerstin Ellis and Leah Varela to talk about their plans for the web site. Kerstin Ellis stated that the way the web site is now is very hard for anybody to navigate around it and make changes. Their way will be content based and anyone with the town will be able to make changes and take it over and add to it. After meeting with Mike Coleman and Christine Trumbull, they like how the City of Casper is but want to add their own design to it. We will just take ideas from the layout but will add what fits to Mills. She has sent out a plan of how to lay the pages out and the next step is to pick a theme. They plan to work on the website for a couple of months and get it up and running and then it will be up to us to maintain the up keep or they will still do it for a fee. Next, Kerstin talked about the Facebook page. It is growing but slowly. Leah stated that they could do some ads and get it noticed so people start making comments and liking the page. They both help this grow.

Councilman Ives made the motion the Mayor to sign the contract with Hinge Studio for the construction of the website for the Town of Mills. Councilman Wales seconded. All Ayes-Motion carried.

Council Approval of the October 2017 Bank Reconciliation and Revenue and Expenditure

Report: Councilman Pyatt made the motion to approve the October 2017 bank reconciliation and revenue and expenditure report. Councilman Wales seconded. All Ayes-Motion carried.

Open Discussion:

Bids Place: Out of Town Catering Permits:

No one from Bids Place was present to ask for their catering permit. As per our catering permit policy the business asking for the permit must appear before the town council at a regular town council meeting and ask for the permit. Bids place was told on Oct 31st, 2017 in an email that they would need to come to a meeting. They did not appear. So, per our rules this catering permit was denied and a refund in the amount of \$100.00 will be refunded back to Bids Place. Councilman Wales made the motion to approve the refund back to Bids Place for the denied catering permit request. Councilman Ives seconded. All Ayes-Motion carried.

Mayor Coleman asked for a motion to go into Executive Session on a Legal Issue.

Councilman Wales made the motion to go into Executive Session on a Personnel Issue at 7:22 PM. Councilman Ives seconded. All Ayes-Motion carried.

Council Meeting back in session at 7:43 PM. No Action Taken

ADJOURNMENT: Councilman Pyatt made the motion to adjourn the Council Meeting at 7:45 PM. Councilman Wales seconded. All Ayes, Motion carried.

Mayor Seth Coleman: _____

Attested: Christine Trumbull _____