

**City of Hills and Dales**  
**Minutes of the City Commission Meeting**  
**Thursday, November 9, 2023**  
**7:00 p.m.**

The Commission met in regular session on Thursday, November 9, 2023, at 7:00 p.m. at the home of Treasurer Joan Taylor, 3300 Mt. Rainier Drive. City Officials present were Mayor Andreas Wokutch, Commissioners Bill Bowman, Roger Owen and Barbara Rogers, City Clerk Jeanne Keats and Treasurer Joan Taylor. Commissioner Michael Adair was absent. Mayor Wokutch called the meeting to order.

**Minutes**

*Mayor Wokutch called for a motion to approve the October 12, 2023 Regular Commission Meeting minutes. Commissioner Owen so moved, Commissioner Rogers seconded and the Commission approved by unanimous vote.*

**Treasurer's Report**

Financials

Treasurer Taylor reported City assets of \$326,805.54 as of October 31, 2023. She went on to report that for the month of October, the City received total income of \$39,148.27 and had total expenses of \$8,708.23. The Profit and Loss Previous Year Comparison showed that Insurance Premium Taxes are up over the 2022-2023 fiscal year by 34.9% due, primarily, to increases in the costs of insurance. She noted Property Taxes are down from the 2022-2023 fiscal year 14.7%. City Clerk Keats told the Commission this is a function of the rate at which property tax payments are being received. Finally, she told the Commission that the Profit & Loss Budget vs. Actual through September showed the City had received \$53,303.85 (47.9%) of total budgeted income and spent \$34,000.15 (30.6%) of total budgeted expense.

*Following the Treasurer's report, Mayor Wokutch made a motion to approve the financials through October 31, 2023. Commissioner Rogers seconded and the Commission approved by unanimous vote.*

**REGULAR COMMITTEE REPORTS**

**Municipal Governance and Legal**

Discussion – Search for Municipal Attorney to Review of the City's Declaration of Restrictions

Mayor Wokutch reviewed comments and recommendations he had received re: several municipal attorneys who work with other Jefferson County cities. He said attorney John Singler seemed to be a top choice. He told the Commission he would contact Mr. Singler regarding a review the various covenants and restrictions in the Hills and Dales Declaration of Restrictions, including (but not limited to) the Planning Committee restriction. He said he would also discuss Mr. Singler's fees so the Commission can establish a budget for implementing appropriate remedies to any issues that are identified.

## **Maintenance, Utilities and Beautification**

### Fall Entrance Clean Up

Commissioner Owen said he would engage Green Up, LLC (Willy Thiel) to perform the annual Fall clean up of the entrance as soon as most of the leaves have fallen.

## **Roads, Snow Removal and Signage**

### Sinkhole Repairs Complete

Commissioner Bowman told the Commission that the emergency sinkhole repairs were complete, and the Commission used \$4,000 of ARPA funds to pay Boggs Excavating for the work.

*Following discussion, Mayor Wokutch made a motion to ratify the use of \$4,000 of ARPA funds to pay Boggs Excavating for the emergency sinkhole repairs, Commissioner Owen seconded, and the Commission approved by unanimous vote.*

Mayor Wokutch suggested that the Commission might want to talk with companies that use technologies to identify sinkholes in the event that there are sinkholes in particularly critical areas of our community.

### Protocol for Emergency Maintenance Situations

The Commission briefly discussed protocols for emergency maintenance situations, i.e. situations when it is impractical to wait until the next scheduled Commission meeting to take action. The Commission discussed past practices which have included clearly communicating the issues related to the emergency to the Commission immediately, and taking the necessary actions as quickly as possible with the resources available. The Commission thanked Commissioner Bowman for managing a rapid and safe resolution of the most recent sinkhole problem.

### Snow Removal

Commissioner Bowman reported that Nalley Snow Removal has been contacted for 2023-2024 winter snow removal services, and he said he has received a verbal commitment that Mr. Nalley will provide the same services for the same costs as last winter.

## **Technology Services and Community Security**

No report.

## **Communications and Neighborhood**

### Year-End Community Gathering

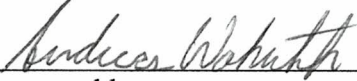
Commissioner Rogers said the Punch Bowl invitation was recently sent to residents re: the year-end gathering that will be held at Cindy and David Daunhauer's home on Friday, December 15. She said RSPV's are coming in, and the servers have been contacted.

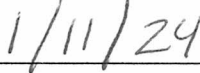
**Other Business**

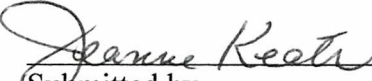
There was no other business.

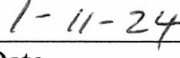
**Adjournment**

*There being no further business to come before the Commission, Mayor Wokutch called for a motion to adjourn, Commissioner Bowman so moved, Commissioner Rogers seconded and the Commission approved by unanimous vote. The meeting adjourned at 7:40 p.m.*

  
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Approved by  
Mayor Andreas Wokutch

  
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Date

  
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Submitted by  
City Clerk Jeanne Keats

  
\_\_\_\_\_  
Date

***NEXT COMMISSION MEETING - Thursday, December 14, 2023, at 7:00 p.m.  
Home of Treasurer Joan Taylor, 3300 Mt. Rainier Drive***