

**REGULAR CITY COUNCIL
MEETING**

September 26, 2023

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

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- [1.](#) Council Meeting Minutes 9-12-2023
2. Executive Session Minutes 9-12-2023- Personal Issue
3. Executive Session Minutes 9-12-2023- Personal Issue

City Licenses

- [4.](#) New and Renewal of Business and Contractor Licenses 9-26-2023

Financial Approvals

- [5.](#) Financial Breakdown Report
- [6.](#) Fire Payroll 8-29-2023 to 9-9-2023
- [7.](#) Regular Payroll 8-28-2023 to 9-10-2023

ORDINANCES AND RESOLUTIONS

- [8.](#) **Ordinance 794 First Reading:** (Tabled May 9th, 2023 on First Reading) An Ordinance Granting An Electric Utility Franchise and General Utility Easement to Rocky Mountain Power
- [9.](#) **Ordinance 803, THIRD AND FINAL READING:** An Ordinance to Rezone Lots 9-16, Block 49 and Lots 4-12, Block 44, and Lots 3-7, Block 55, and Lots 1-14, Block 45, Excluding HWY Row Lots 8-11, Block 55, Excluding HWY Row, Town Mills, City of Mills, Natrona County, From ER (Established Residential District) and MU (Mixed Use District) to EB (Established Business District) and PLI (Public Land Institutions)
- [10.](#) **Ordinance 804; First Reading:** An Ordinance Regarding Legal Advertisements
- [11.](#) **Ordinance 805; First Reading:** An Ordinance Seeking To De-Annex Certain Properties From The City Of Mills, Wyoming

12. Resolution 2023-36: A Resolution For Approval of a Site Plan For A Proposed Commercial Storage Lot, Located Within Block 3, Kiskis Addition, To Be Known As 9 Aces Storage, City of Mills, Wyoming

13. Resolution 2023-37: A Resolution for 9 Aces Storage, A Vacation and Replat of Lots 1-20, Block 3, Kiskis Addition, City of Mills

COUNCIL APPROVALS

14. Council Authorizes the Mayor to Sign the Easement Vacation for Cornerstone Apartments

OPEN DISCUSSION

EXECUTIVE SESSION

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - October 10th, 2023 @ 7:00pm, October 24th, 2023 @ 7:00pm

NEXT WORK SESSION - October 9th, 2023 @ 9:00am, October 10th, 2023 @ 6:00pm, October 24th, 2023 @ 6:00pm

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.

**REGULAR CITY COUNCIL
MEETING**

September 12, 2023

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

ROLL CALL

PRESENT

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

PLEDGE OF ALLEGIANCE

PUBLIC HEARINGS

CONSENT AGENDA

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

Minutes

1. Council Meeting Minutes 8-22-2023

City Licenses

2. City Licenses 9-12-2023

Financial Approvals

3. Financial Breakdown Reports 9-12-2023
Treasurers Report August 2023
Court Income August 2023
Fire Payroll: 8-7-2023 thru 8-28-2023
Regular/Police Payroll: 8-14-2023 thru 8-27-2023

ORDINANCES AND RESOLUTIONS

4. **Ordinance 801: THIRD AND FINAL Reading;** An Ordinance Amending Certain Sections of Chapter 2.20 Pertaining to Emergency Powers of the Fire Chief

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

- 5. **Ordinance 802: THIRD AND FINAL Reading:** An Ordinance Amending Section 6.06.060 of the Mills City Code

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

- 6. **Ordinance 803 Second Reading:** An Ordinance to Rezone Lots 9-16, Block 49 and Lots 4-12, Block 44, and Lots 3-7, Block 55, and Lots 1-14, Block 45, Excluding HWY Row Lots 8-11, Block 55, Excluding HWY Row, Town Mills, City of Mills, Natrona County, From ER (Established Residential District) and MU (Mixed Use District) to EB (Established Business District) and PLI (Public Land Institutions)

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

COUNCIL APPROVALS

NEW BUSINESS

OPEN DISCUSSION

Abrielle with the Buck N Brew and Mountain View Liquor wanted to give us an update on how her event went and to let us know she appreciated us working with her to shut down the street for her event.

Scot Clamp wanted to ask if Ordinance 803 would affect his property at 720 Wasatch. Mayor Juarez assured him it would not affect his property at all.

EXECUTIVE SESSION

7. **Personnel Issue**

Motion made by Council Member Sutherland, Seconded by Council President McCarthy.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Butcher, Council Member Neumiller, Council Member Sutherland to go into executive session for a personnel issue at 7:06 pm

Reconvened into regular session at 7:10 pm with no action.

8. **Personnel Issue**

Motion made by Council Member Neumiller, Seconded by Council Member Sutherland.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Butcher, Council Member Neumiller, Council Member Sutherland to go into executive session for a second personnel issue at 7:11 pm.

Reconvened into regular session at 7:24 pm with action.

Action with a motion from Council McCarthy and a second from Council Neumiller, to authorize Pat Holscher to appoint an authorized public hearing officer. All voted aye.

ADJOURNMENT – 7:24 pm

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

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING -September 26th, 2023 @ 7:00pm / October 9th, 2023 @ 7:00pm

NEXT WORK SESSION - September 26th, 2023 @ 9:00am / October 9th, 2023 @ 6:00pm

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, Alyssa Hartmann

Council Meeting SEPTEMBER 26th, 2023

Item # 4.

NEW BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	SUNNYSIDE SERVICES/DARBI HAMSHER	YES	YES
2	TATE INVESTMENTS - PROCESS SERVICE	YES	YES
3	THE MILK HOUSE (with GHOST TOWN CANVAS)	YES	NO
4			

RENEWAL BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	EQUIPMENT MAINTENANCE PRODUCTS	YES	YES
2	FIBERGLASS & MOORE	YES	NO
3	MOSS SADDLES & BOOTS & TACK	YES	NO
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Council Meeting SEPTEMBER 26th, 2023

Item # 4.

NEW CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
1	K & B CONSTRUCTION	N/A	YES	YES
2		N/A	NO	YES
3				

RENEWAL CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
1	BIG BADGER PLUMBING	N/A	NO	YES
2	RAY CLAMP MASONARY	YES	YES	YES
3	RECYCLED MATERIALS	N/A	NO	YES
4				
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17				



CITY OF MILLS

EST. 1921

CHECK LIST FOR

September 26th, 2023

COUNCIL MEETING

City Hall/Court

9-14-2023	31748	Void
9-14-2023	31764	Void
9-19-2023	1795	Void
9-13-2023	31763-31764	Manuals
9-15-2023	31765-31768	Manuals
9-19-2023	31769	Manuals
9-20-2023	31770-37831	Vouchers
	COURT	
9-15-2023	1794-1796	Manuals
9-18-2023	1797	Manuals

COUNCIL:

MAYOR: _____

CITY CLERK: _____



CITY OF MILLS

EST. 1921

BILLS

Meeting Date: September 26th, 2023

Bills

ACH.....	\$0
VOUCHERS.....	\$208,819.68
MANUAL CHECKS CITY HALL.....	\$194,086.68
MANUAL CHECKS COURT.....	\$1960.00
TRANSMITTAL CHECKS.....	\$55,816.24
VOIDED CHECKS.....	\$2249.29



CITY OF MILLS

EST. 1921

MANUAL CHECKS

City Hall

September 26th, 2023

COUNCIL MEETING

9-13-2023	31763	Brian & Anissa Hoffman	Water Deposit Refund	\$67.87
9-13-2023	31764	Leah Juarez	Mileage	\$339.29
9-15-2023	31765	Leah Juarez	Mileage	\$242.55
9-14-2023	31766	Andreen & Hunt	Robertson Hills Park	\$176,922.00
9-15-2023	31767	Motorola Solutions	Radios	\$15,605.64
9-15-2023	31768	Kaylie Tillman	Water Deposit Refund	\$231.47
9-19-2023	31769	Black Hills Energy	Utilities	\$647.86

TOTAL: \$194,086.68



CITY OF MILLS

EST. 1921

MANUAL CHECKS

COURT

September 26th, 2023

COUNCIL MEETING

9-15-2023	1794	Claudia Baugher	Bond Refund	\$280.00
9-15-2023	1795	David Cotton	Bond Refund	\$1060.00
9-15-2023	1796	Samantha Saavedra	Bond Refund	\$520.00
9-18-2023	1797	Cash	Cash for Court Drawer	\$100.00

TOTAL: _____ \$1960.00



CITY OF MILLS

EST. 1921

Transmittal Checks

September 26th, 2023

Council Meeting

9-9-2023	31761	Pathfinder Credit Union	\$192.50
9-10-2023	31759	American Funds	\$250.00
9-10-2023	31760	Orchard Trust	\$625.00
9-10-2023	31687	State of Wyoming Retirement	\$18,055.91
9-10-2023	31619	State of Wyoming Retirement	\$36,692.83

TOTAL: \$55,816.24



CITY OF MILLS

EST. 1921

Voided Checks

September 26th, 2023

Council Meeting

9-14-2023	31748		Rocky Mountain Command College	FBI Command College	\$850.00
9-14-2023	31764		Leah Juarez	Mileage Reimbursements	\$339.29
9-19-2023	1795		David Cotton	Bond Refund	\$1060.00

TOTAL: \$2,249.29

Report Criteria:
Report type: GL detail
Check.Type = "Calculated"

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
1794						
09/15/2023	1794	Claudia Baugher	280.00	Bond Refund for Orville Greenwood	10-26150	280.00
Total 1794:						280.00
1795						
09/15/2023	1795	David Cotton	1,060.00	Bond Refund for Steven Gilmore	10-26150	1,060.00
Total 1795:						1,060.00
1796						
09/15/2023	1796	Samantha Saavedra	520.00	Bond Refund for Marcos Saavedra	10-26150	520.00
Total 1796:						520.00
1797						
09/18/2023	1797	Cash	100.00	Cash for Court Cash Drawer	10-51-310	100.00
Total 1797:						100.00
31765						
09/14/2023	31765	Leah Juarez	339.29	Mileage Reimbursement 9/6-9/7	10-49-841	339.29
09/14/2023	31765	Leah Juarez	242.55	Card my yard	12-45-310	242.55
Total 31765:						581.84
31766						
09/14/2023	31766	Andreen Hunt, Inc	163,152.00	Robertson Hills Park Pay App 1	12-45-100	163,152.00
09/14/2023	31766	Andreen Hunt, Inc	13,770.00	Robertson Hills Park Pay App 1 Electrical	12-45-100	13,770.00
Total 31766:						176,922.00
31767						
09/15/2023	31767	Motorola Solutions, Inc.	15,605.64	Radios for SHSP Grant, approved in 2022	12-45-515	15,605.64

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 31767:						15,605.64
31770						
09/20/2023	31770	ALSCO, Inc	70.31	Rugs and Mat at City Hall	12-45-260	70.31
09/20/2023	31770	ALSCO, Inc	79.92	Mats & Coveralls	10-64-855	79.92
09/20/2023	31770	ALSCO, Inc	79.92	Mats & Coveralls	10-64-855	79.92
09/20/2023	31770	ALSCO, Inc	70.87	Rugs and Mat at City Hall	12-45-260	70.87
09/20/2023	31770	ALSCO, Inc	79.92	Mats & Coveralls	10-64-855	79.92
09/20/2023	31770	ALSCO, Inc	148.92	Rugs and Mats for PD	12-45-260	148.92
Total 31770:						529.86
31771						
09/20/2023	31771	Amazon Capital Services, Inc	59.82	Bed frame for upstairs	10-56-620	59.82
Total 31771:						59.82
31772						
09/20/2023	31772	Association of Public Treasurers	259.00	Membership renewal for 1 year	10-44-910	259.00
Total 31772:						259.00
31773						
09/20/2023	31773	Atlas Office Products, Inc	118.56	Office supplies	10-44-235	118.56
09/20/2023	31773	Atlas Office Products, Inc	71.88	Calendars	10-44-235	71.88
09/20/2023	31773	Atlas Office Products, Inc	51.00	planner, wall laminated	10-44-235	51.00
Total 31773:						241.44
31774						
09/20/2023	31774	Automation & Electronics, Inc	144.00	Info for Engineers on new tank project	52-82-810	144.00
09/20/2023	31774	Automation & Electronics, Inc	648.00	Diagnose & help repair valve failure	52-82-810	648.00
Total 31774:						792.00
31775						
09/20/2023	31775	Big Horn Tire, Inc.	962.80	4 new tires for Unit #6	10-64-900	962.80
09/20/2023	31775	Big Horn Tire, Inc.	1,141.00	Tires on Unit #6	10-61-900	1,141.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
09/20/2023	31775	Big Horn Tire, Inc.	520.76	11R22.5 tire	10-61-900	520.76
Total 31775:						2,624.56
31776						
09/20/2023	31776	Bound Tree Medical	613.43	Medcal Supplies	10-56-425	613.43
09/20/2023	31776	Bound Tree Medical	179.00	Medcal Supplies	10-56-425	179.00
09/20/2023	31776	Bound Tree Medical	143.95	Medcal Supplies	10-56-425	143.95
Total 31776:						936.38
31777						
09/20/2023	31777	Buffalo Development	1,100.00	Recapture Payment - Lot 9A - 654 Badger Lane	50-46-876	1,100.00
09/20/2023	31777	Buffalo Development	4,400.00	Recapture Payment - Lot 5A 626 Badger, 6A 632 Badg	50-46-876	4,400.00
Total 31777:						5,500.00
31778						
09/20/2023	31778	Caselle, Inc	1,196.00	Caelle Support and Maint. for October 2023	10-44-725	1,196.00
09/20/2023	31778	Caselle, Inc	1,196.00	Caselle Support & Maint for October 2023	50-46-725	1,196.00
Total 31778:						2,392.00
31779						
09/20/2023	31779	Casper Star Tribune Inc	396.60	Renewal of Liquor Licenses	10-46-620	396.60
09/20/2023	31779	Casper Star Tribune Inc	133.08	Notice of Bidders	10-46-620	133.08
09/20/2023	31779	Casper Star Tribune Inc	133.08	Notice of Bidders	10-46-620	133.08
09/20/2023	31779	Casper Star Tribune Inc	74.20	Notice of Public Hearing	10-46-620	74.20
09/20/2023	31779	Casper Star Tribune Inc	51.16	Notice of Meeting date change	10-46-620	51.16
Total 31779:						788.12
31780						
09/20/2023	31780	Charter Communications	97.98	Internet at the Small Hall	10-46-982	97.98
Total 31780:						97.98
31781						
09/20/2023	31781	City of Casper	28,951.70	201 Sewer RWWS	53-83-620	28,951.70

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
09/20/2023	31781	City of Casper	3,460.00	Balefill Passes for August 2023	54-84-250	3,460.00
09/20/2023	31781	City of Casper	9,244.92	PSCC Charges for August 2023	10-54-500	9,244.92
09/20/2023	31781	City of Casper	744.70	Balefill	54-84-250	744.70
09/20/2023	31781	City of Casper	578.05	Balefill	54-84-250	578.05
09/20/2023	31781	City of Casper	552.75	Balefill	54-84-250	552.75
09/20/2023	31781	City of Casper	617.65	Balefill	54-84-250	617.65
09/20/2023	31781	City of Casper	846.45	Balefill	54-84-250	846.45
09/20/2023	31781	City of Casper	734.25	Balefill	54-84-250	734.25
09/20/2023	31781	City of Casper	504.35	Balefill	54-84-250	504.35
09/20/2023	31781	City of Casper	506.20	Balefill	54-84-250	506.20
09/20/2023	31781	City of Casper	524.70	Balefill	54-84-250	524.70
09/20/2023	31781	City of Casper	436.70	Balefill	54-84-250	436.70
09/20/2023	31781	City of Casper	1,049.40	Balefill	54-84-250	1,049.40
09/20/2023	31781	City of Casper	471.90	Balefill	54-84-250	471.90
09/20/2023	31781	City of Casper	625.35	Balefill	54-84-250	625.35
09/20/2023	31781	City of Casper	816.20	Balefill	54-84-250	816.20
09/20/2023	31781	City of Casper	463.65	Balefill	54-84-250	463.65
09/20/2023	31781	City of Casper	530.20	Balefill	54-84-250	530.20
09/20/2023	31781	City of Casper	42.35	5130 W Yellowstone Water Charge	54-84-250	42.35
Total 31781:						51,701.47
31782						
09/20/2023	31782	Computer Professionals Unlimited	398.00	External Wireless Access Points	10-55-390	398.00
09/20/2023	31782	Computer Professionals Unlimited	1,100.00	VOIP Phones	10-55-390	1,100.00
Total 31782:						1,498.00
31783						
09/20/2023	31783	CY Ace Hardware	58.46	Brush blade for weedeater	10-56-620	58.46
09/20/2023	31783	CY Ace Hardware	55.98	Fuel for weed eater	10-56-370	55.98
09/20/2023	31783	CY Ace Hardware	57.44	16 ea. keys for WCA - New School	10-54-235	57.44
09/20/2023	31783	CY Ace Hardware	99.32	2 cycle oil and string	10-70-840	99.32
09/20/2023	31783	CY Ace Hardware	55.98	premixed fule for weed eaters	10-56-370	55.98
09/20/2023	31783	CY Ace Hardware	14.99	12-pack blades for weed eater	10-56-620	14.99
Total 31783:						342.17

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
31784						
09/20/2023	31784	Dana Kepner Company Inc	1,615.95	2" Omni Meter	51-81-840	1,615.95
09/20/2023	31784	Dana Kepner Company Inc	951.05	Coil meter pit	51-81-840	951.05
09/20/2023	31784	Dana Kepner Company Inc	102.00	Curb Box	51-81-840	102.00
Total 31784:						2,669.00
31785						
09/20/2023	31785	Desert Mountain	5,005.88	31.05 ton ice slicer	10-61-390	5,005.88
09/20/2023	31785	Desert Mountain	5,073.67	31.29 ton ice slicer	10-61-390	5,073.67
Total 31785:						10,079.55
31786						
09/20/2023	31786	Emergency Medical Physicians, P	625.00	August 2023 medical director fee	10-56-730	625.00
Total 31786:						625.00
31787						
09/20/2023	31787	Energy Laboratories Inc	132.00	4 Bac T Samples - distribution	52-82-720	132.00
Total 31787:						132.00
31788						
09/20/2023	31788	Fastenal	20.32	3" x 1000' caution tape	10-65-840	20.32
Total 31788:						20.32
31789						
09/20/2023	31789	Ferguson Enterprises LLC #3007	52.38	Curb stop nipples	51-81-840	52.38
Total 31789:						52.38
31790						
09/20/2023	31790	Ferguson Waterworks #1116	445.38	5 1/4' repair kit	51-81-840	445.38
09/20/2023	31790	Ferguson Waterworks #1116	205.92	2 1/2" NOZ wrench	51-81-840	205.92
09/20/2023	31790	Ferguson Waterworks #1116	568.96	Curb box & rod	51-81-840	568.96
09/20/2023	31790	Ferguson Waterworks #1116	65.88	Valve Box Sections	51-81-840	65.88
09/20/2023	31790	Ferguson Waterworks #1116	60.57	Valve Box lid	51-81-840	60.57

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
09/20/2023	31790	Ferguson Waterworks #1116	95.00	7 1/2' curb box & rod	51-81-840	95.00
Total 31790:						1,441.71
31791						
09/20/2023	31791	Floyd's Truck Center WY	696.60	Spring Hanger Repairs Unit #23	10-61-950	696.60
09/20/2023	31791	Floyd's Truck Center WY	920.96	Engine Repairs	10-61-950	920.96
09/20/2023	31791	Floyd's Truck Center WY	444.00	Spring Hanger Repairs Unit #24	10-61-950	444.00
09/20/2023	31791	Floyd's Truck Center WY	116.69	Oil Filters	10-61-950	116.69
09/20/2023	31791	Floyd's Truck Center WY	1,629.85	Fuel, Air & Oil Filters	10-61-950	1,629.85
Total 31791:						3,808.10
31792						
09/20/2023	31792	Global Industrial	4,528.89	Tables & Benches (Sunny Acres Park)	10-70-840	4,528.89
Total 31792:						4,528.89
31793						
09/20/2023	31793	Grainger, Inc	871.64	Ultrasonic level sensor for raw chamber	52-82-810	871.64
Total 31793:						871.64
31794						
09/20/2023	31794	Greiner Ford	234.99	Tube assembly/unknown Unit # & install customer sup	10-54-950	234.99
Total 31794:						234.99
31795						
09/20/2023	31795	Hawkins Inc	40.00	Chlorine Cylinder Rental Fee	52-82-840	40.00
09/20/2023	31795	Hawkins Inc	4,941.78	Treatment Chemicals	52-82-840	4,941.78
Total 31795:						4,981.78
31796						
09/20/2023	31796	Homax	1,342.68	Fuel Charges for FD	10-56-370	1,342.68
09/20/2023	31796	Homax	285.12	Fuel Charges for WTP	52-82-370	285.12

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 31796:						1,627.80
31797						
09/20/2023	31797	Hose & Rubber Supply	7.30	Steel fitting	51-81-840	7.30
09/20/2023	31797	Hose & Rubber Supply	58.01	3" band	51-81-840	58.01
Total 31797:						65.31
31798						
09/20/2023	31798	Imerys Perlite USA, Inc.	9,513.07	Truckload of 1800 Bulk Perlite	52-82-840	9,513.07
Total 31798:						9,513.07
31799						
09/20/2023	31799	Imperial Pump Solutions	495.75	Replace pump seal (Vanhorn Lift Station)	53-83-420	495.75
Total 31799:						495.75
31800						
09/20/2023	31800	Installation & Service Company In	1,278.40	Patching Progress Circle	12-45-600	1,278.40
09/20/2023	31800	Installation & Service Company In	3,800.00	Patching Freden & 6th Ave	12-45-600	3,800.00
Total 31800:						5,078.40
31801						
09/20/2023	31801	Jaxon Hiatt	110.00	Two TB test and varicella titer	10-56-910	110.00
Total 31801:						110.00
31802						
09/20/2023	31802	Justin Melin	21.50	Immunization check for paramedic school	10-41-265	21.50
Total 31802:						21.50
31803						
09/20/2023	31803	Kate Acord	175.00	Per Diem for NPCA K-9 Instructor School Grand, CO 1	10-54-260	175.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 31803:						175.00
31804						
09/20/2023	31804	Kevin O'Hearn	990.96	Reimbursement for Building Inspector Classes & Hotel r	10-57-910	990.96
Total 31804:						990.96
31805						
09/20/2023	31805	Menards	256.95	Fule cans for brush trucks	10-56-350	256.95
Total 31805:						256.95
31806						
09/20/2023	31806	Mountain States Lithographing Inc	455.92	Envelopes for Utility Printing	50-46-235	455.92
Total 31806:						455.92
31807						
09/20/2023	31807	MSC Industrial	501.71	Chop saw	10-64-905	501.71
Total 31807:						501.71
31808						
09/20/2023	31808	Nadine McLeod	880.00	Public Defender	10-51-505	880.00
Total 31808:						880.00
31809						
09/20/2023	31809	NAPA Auto Parts	106.77	AVL Hose	10-64-950	106.77
09/20/2023	31809	NAPA Auto Parts	73.80	Differential Gasket & Oil	10-64-950	73.80
09/20/2023	31809	NAPA Auto Parts	1.80	Differential Gasket	10-64-950	1.80
09/20/2023	31809	NAPA Auto Parts	32.66	KP Unit - Panel Filter	10-54-950	32.66
09/20/2023	31809	NAPA Auto Parts	92.00	Acord Police Unit - Butt Connectors	10-54-950	92.00
09/20/2023	31809	NAPA Auto Parts	30.32	Panel filters & spin on fluid filter Unit #8	10-54-950	30.32
09/20/2023	31809	NAPA Auto Parts	34.97	Panel filters & spin on fluid filter Unit #2	10-54-950	34.97
09/20/2023	31809	NAPA Auto Parts	341.10	Electrical Diagnostic & Circuit Testing Kit	10-64-905	341.10
09/20/2023	31809	NAPA Auto Parts	13.98	Unit # 6 oil/air filter, drain plug	10-54-950	13.98
09/20/2023	31809	NAPA Auto Parts	249.16	Oil, virtual kit, disc brake pad, emer service rotors Unit	10-54-950	249.16

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
09/20/2023	31809	NAPA Auto Parts	9.32	Spin on fluid filter Unit #7	10-54-950	9.32
09/20/2023	31809	NAPA Auto Parts	27.48	Oil Filters for PD units	10-54-950	27.48
09/20/2023	31809	NAPA Auto Parts	385.68	Hand pumps & hoses for 55 gal drums	10-56-350	385.68
09/20/2023	31809	NAPA Auto Parts	16.14	Solenoid	10-64-905	16.14
Total 31809:						1,415.18
31810						
09/20/2023	31810	Natrona County Sheriffs Office	11,061.45	House Inmates for July 2023	10-54-415	11,061.45
Total 31810:						11,061.45
31811						
09/20/2023	31811	Natrona County Weed & Pest Con	131.75	spray weeds @ River Heights/Robertson Hills Detentio	10-70-970	131.75
Total 31811:						131.75
31812						
09/20/2023	31812	Norca, Inc	15.52	Grinder Disc	10-64-840	15.52
09/20/2023	31812	Norca, Inc	74.95	Disinfecting Wipes	10-64-840	74.95
09/20/2023	31812	Norca, Inc	68.00	Safety & Cleaning supplies	52-82-840	68.00
09/20/2023	31812	Norca, Inc	47.29	Oxygen for ambulances	10-56-425	47.29
09/20/2023	31812	Norca, Inc	180.42	Oxygen for ambulances	10-56-425	180.42
Total 31812:						386.18
31813						
09/20/2023	31813	Northwest Contractor Supply	33.08	Clear poly	10-70-840	33.08
Total 31813:						33.08
31814						
09/20/2023	31814	Peterbilt of Wyoming Inc	138.62	Oil change parts for E9	10-56-950	138.62
09/20/2023	31814	Peterbilt of Wyoming Inc	3,706.01	Exhaust repairs Unit #19	54-84-950	3,706.01
09/20/2023	31814	Peterbilt of Wyoming Inc	4,666.46	Replace HEUI pump Unit #18	54-84-950	4,666.46
Total 31814:						8,511.09

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
31815						
09/20/2023	31815	PMCH	350.00	Cash clearing reconciliation	10-46-930	350.00
Total 31815:						350.00
31816						
09/20/2023	31816	R & R Rest Stops of Casper Inc	731.00	August out house service	10-70-690	731.00
Total 31816:						731.00
31817						
09/20/2023	31817	River Heights Development LLC	2,172.51	1100 Prairie River Dr. Lot \$58	50-46-950	2,172.51
Total 31817:						2,172.51
31818						
09/20/2023	31818	Rocky Mountain Drug Testing	305.00	New Hire Drug Testing	10-46-981	305.00
09/20/2023	31818	Rocky Mountain Drug Testing	345.00	Random Drug Testing	10-46-352	345.00
Total 31818:						650.00
31819						
09/20/2023	31819	Safety - Kleen Systems	179.00	Used oil recycle	10-64-310	179.00
Total 31819:						179.00
31820						
09/20/2023	31820	Schwartz, Bon, Walker & Studer,	11,666.66	Services performed by Patrick Holscher	10-46-240	11,666.66
09/20/2023	31820	Schwartz, Bon, Walker & Studer,	6,367.50	Services performed by Liz Grill	10-51-241	6,367.50
Total 31820:						18,034.16
31821						
09/20/2023	31821	Shirts & More, Inc	360.00	Shirts & More graphics for metal books for Charter Sch	12-45-260	360.00
Total 31821:						360.00
31822						
09/20/2023	31822	Sirchie Products	344.09	Barrier tape, sharps containers	10-54-330	344.09

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 31822:						344.09
31823						
09/20/2023	31823	Sutherlands	19.38	Poly inserts & clamps	10-64-260	19.38
09/20/2023	31823	Sutherlands	99.92	Red Paint (Bus Shelter)	10-64-260	99.92
09/20/2023	31823	Sutherlands	407.92	Bins & Shelving	10-64-260	407.92
Total 31823:						527.22
31824						
09/20/2023	31824	Trans Union Risk & Alternative	75.00	Monthly Charge for Backgrounds	10-54-330	75.00
Total 31824:						75.00
31825						
09/20/2023	31825	Western Wyoming Lock & Safe	477.00	Keypad for Mayors Office	12-45-260	477.00
Total 31825:						477.00
31826						
09/20/2023	31826	WLC Engineering Inc	4,988.31	WTP Finishing Tank	10-41-260	4,988.31
09/20/2023	31826	WLC Engineering Inc	979.00	River Front Infrastructure	10-41-230	979.00
09/20/2023	31826	WLC Engineering Inc	9,914.27	Robertson Hills Park Design	10-41-240	9,914.27
09/20/2023	31826	WLC Engineering Inc	5,914.50	FH replacement	10-41-250	5,914.50
09/20/2023	31826	WLC Engineering Inc	4,181.65	City Engineer	50-46-335	4,181.65
09/20/2023	31826	WLC Engineering Inc	308.00	GIS	50-46-337	308.00
09/20/2023	31826	WLC Engineering Inc	457.50	Planning	10-57-499	457.50
09/20/2023	31826	WLC Engineering Inc	2,771.02	Austin Property Replat	12-45-310	2,771.02
Total 31826:						29,514.25
31827						
09/20/2023	31827	Wyoming Machinery Co Inc	138.62	Seal Kit & Boot	10-61-950	138.62
09/20/2023	31827	Wyoming Machinery Co Inc	779.65	Filter, breather & oil	10-61-950	779.65
09/20/2023	31827	Wyoming Machinery Co Inc	39.55	Seal & filter	10-61-950	39.55
09/20/2023	31827	Wyoming Machinery Co Inc	39.26	Gallon oil x2	10-61-950	39.26

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 31827:						997.08
31828						
09/20/2023	31828	Wyoming Office of State Lands an	6,688.61	DWSRF #146GR Loan Payment	12-45-861	6,688.61
Total 31828:						6,688.61
31829						
09/20/2023	31829	Wyoming Secretary of State	60.00	Notary Filing fee for S Youncs	10-54-310	60.00
Total 31829:						60.00
31830						
09/20/2023	31830	Wyoming Water Quality & Pollutio	620.00	2023 Conference Mike Coleman/George Buckley	51-81-310	620.00
Total 31830:						620.00
31831						
09/20/2023	31831	Y2 Consultants LLC	8,120.50	Planning Services for the City	10-57-499	8,120.50
Total 31831:						8,120.50
Grand Totals:						403,889.16

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-21100	.00	108,822.98-	108,822.98-
10-26150	1,860.00	.00	1,860.00
10-41-230	979.00	.00	979.00
10-41-240	9,914.27	.00	9,914.27
10-41-250	5,914.50	.00	5,914.50
10-41-260	4,988.31	.00	4,988.31
10-41-265	21.50	.00	21.50
10-44-235	241.44	.00	241.44

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-44-725	1,196.00	.00	1,196.00
10-44-910	259.00	.00	259.00
10-46-240	11,666.66	.00	11,666.66
10-46-352	345.00	.00	345.00
10-46-620	788.12	.00	788.12
10-46-930	350.00	.00	350.00
10-46-981	305.00	.00	305.00
10-46-982	97.98	.00	97.98
10-49-841	339.29	.00	339.29
10-51-241	6,367.50	.00	6,367.50
10-51-310	100.00	.00	100.00
10-51-505	880.00	.00	880.00
10-54-235	57.44	.00	57.44
10-54-260	175.00	.00	175.00
10-54-310	60.00	.00	60.00
10-54-330	419.09	.00	419.09
10-54-415	11,061.45	.00	11,061.45
10-54-500	9,244.92	.00	9,244.92
10-54-900	962.80	.00	962.80
10-54-950	724.88	.00	724.88
10-55-390	1,498.00	.00	1,498.00
10-56-350	642.63	.00	642.63
10-56-370	1,454.64	.00	1,454.64
10-56-425	1,164.09	.00	1,164.09
10-56-620	133.27	.00	133.27
10-56-730	625.00	.00	625.00
10-56-910	110.00	.00	110.00
10-56-950	138.62	.00	138.62
10-57-499	8,578.00	.00	8,578.00
10-57-910	990.96	.00	990.96
10-61-390	10,079.55	.00	10,079.55
10-61-900	1,661.76	.00	1,661.76
10-61-950	4,805.18	.00	4,805.18
10-64-260	527.22	.00	527.22
10-64-310	179.00	.00	179.00
10-64-840	90.47	.00	90.47
10-64-855	239.76	.00	239.76
10-64-905	858.95	.00	858.95
10-64-950	182.37	.00	182.37
10-65-840	20.32	.00	20.32

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-70-690	731.00	.00	731.00
10-70-840	4,661.29	.00	4,661.29
10-70-970	131.75	.00	131.75
12-21100	.00	208,435.32-	208,435.32-
12-45-100	176,922.00	.00	176,922.00
12-45-260	1,127.10	.00	1,127.10
12-45-310	3,013.57	.00	3,013.57
12-45-515	15,605.64	.00	15,605.64
12-45-600	5,078.40	.00	5,078.40
12-45-861	6,688.61	.00	6,688.61
50-21100	.00	13,814.08-	13,814.08-
50-46-235	455.92	.00	455.92
50-46-335	4,181.65	.00	4,181.65
50-46-337	308.00	.00	308.00
50-46-725	1,196.00	.00	1,196.00
50-46-876	5,500.00	.00	5,500.00
50-46-950	2,172.51	.00	2,172.51
51-21100	.00	4,848.40-	4,848.40-
51-81-310	620.00	.00	620.00
51-81-840	4,228.40	.00	4,228.40
52-21100	.00	16,643.61-	16,643.61-
52-82-370	285.12	.00	285.12
52-82-720	132.00	.00	132.00
52-82-810	1,663.64	.00	1,663.64
52-82-840	14,562.85	.00	14,562.85
53-21100	.00	29,447.45-	29,447.45-
53-83-420	495.75	.00	495.75
53-83-620	28,951.70	.00	28,951.70
54-21100	.00	21,877.32-	21,877.32-
54-84-250	13,504.85	.00	13,504.85
54-84-950	8,372.47	.00	8,372.47
Grand Totals:	<u>403,889.16</u>	<u>403,889.16-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

Check.Type = "Calculated"

Report Criteria:

Report type: GL detail
 Check.Type = "Manual","Void"

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
1795						
09/19/2023	1795	David Cotton	1,060.00-	Bond Refund for Steven Gilmore	10-26150	1,060.00- V
Total 1795:						1,060.00-
31748						
09/14/2023	31748	Rocky Mountain Command Colleg	850.00-	FBI Command College - Casper 9-18/9-21-23 - Galling	10-54-910	850.00- V
Total 31748:						850.00-
31763						
09/13/2023	31763	Brian & Anissa Hoffman	67.87	Water Deposit Refund for Brian & Anissa Hoffman	51-26150	67.87 M
Total 31763:						67.87
31764						
09/13/2023	31764	Leah Juarez	339.29	Mileage Reimbursement 9/6-9/7	10-49-841	339.29 M
09/14/2023	31764	Leah Juarez	339.29-	Mileage Reimbursement 9/6-9/7	10-49-841	339.29- V
Total 31764:						.00
31768						
09/15/2023	31768	Kaylie Tillman	231.47	Water Deposit Refund for Kaylie Tillman	51-26150	231.47 M
Total 31768:						231.47
31769						
09/19/2023	31769	Black Hills Energy	378.93	Natural Gas for City	10-46-940	378.93 M
09/19/2023	31769	Black Hills Energy	159.10	Town Utilities for Enterprise	50-46-940	159.10 M
09/19/2023	31769	Black Hills Energy	109.83	Natural Gas for WTP	52-82-940	109.83 M
Total 31769:						647.86
Grand Totals:						962.80-

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-21100	2,249.29	718.22-	1,531.07
10-26150	.00	1,060.00-	1,060.00-
10-46-940	378.93	.00	378.93
10-49-841	339.29	339.29-	.00
10-54-910	.00	850.00-	850.00-
50-21100	.00	159.10-	159.10-
50-46-940	159.10	.00	159.10
51-21100	.00	299.34-	299.34-
51-26150	299.34	.00	299.34
52-21100	.00	109.83-	109.83-
52-82-940	109.83	.00	109.83
Grand Totals:	3,535.78	3,535.78-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: September 26, 2023

Payroll Type: Fire Payroll

Date Range: 8-29-2023 thru 9-09-2023

NET..... \$13,490.01

DEDUCTIONS.....\$4,994.00

Federal Taxes.....\$1,354.00

Medicare.....\$253.52

Retirement \$2,078.53

Union Dues..... \$192.50

Supplemental Insurance.....\$100.12

Insurance.....\$506.12

TOTAL PAYROLL.....\$18,484.01

City Clerk, Christine Trumbull

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: September 26, 2023

Payroll Type: Regular/Police Payroll

Date Range: 8-28-2023 thru 9-10-2023

NET..... \$86,513.66

DEDUCTIONS.....\$28,885.48

Federal Taxes.....\$9,360.00

Medicare.....\$1,607.25

Retirement \$5,350.47

Social Security.....\$6,562.72

Supplemental Retirement..... \$510.00

Supplemental Insurance.....\$514.87

Child Support..... 0

Insurance.....\$0

TOTAL PAYROLL.....\$115,399.14

City Clerk, Christine Trumbull

Mayor, Leah Juarez

Ordinance 794

AN ORDINANCE GRANTING AN ELECTRIC UTILITY FRANCHISE AND GENERAL UTILITY EASEMENT TO ROCKY MOUNTAIN POWER

WHEREAS, Rocky Mountain Power, is a regulated public utility that provides electric power and energy to the citizens of Mills, Wyoming (the "City") and other surrounding areas;

WHEREAS, providing electrical power and energy requires the installation, operation and maintenance of power poles and other related facilities to be located within the public ways of the City;

WHEREAS, the City desires to set forth the terms and conditions by which Rocky Mountain Power shall use the public ways of the City;

NOW, THEREFORE, be it ordained by the City:

SECTION 1. Grant of Franchise and General Utility Easement. The City hereby grants to Rocky Mountain Power the right, privilege and authority to construct, maintain, operate, upgrade, and relocate its electrical distribution and transmission lines and related appurtenances, including underground conduits and structures, poles, towers, wires, guy anchors, vaults, transformers, transmission lines, and communication lines (collectively referred to herein as "Electric Facilities") in, under, along, over and across the present and future streets, alleys, and rights-of-way, not including City parks, buildings or other spaces not associated with City-owned rights-of-way (collectively referred to herein as "Public Ways") within the City, for the purpose of supplying and transmitting electric power and energy to the inhabitants of the City and persons and corporations beyond the limits thereof.

SECTION 2. Term. The term of this Franchise and General Utility Easement is for () years commencing on the date of acceptance by the Company as set forth in Section 3 below.

SECTION 3. Acceptance by Company. Within sixty (60) days after the passage of this ordinance by the City, Rocky Mountain Power shall file an unqualified written acceptance thereof, with the City Recorder otherwise the ordinance and the rights granted herein shall be null and void.

SECTION 4. Non-Exclusive Franchise. The right to use and occupy the Public Ways of the City shall be nonexclusive and the City reserves the right to use the Public Ways for itself or any other entity that provides service to City residences; provided, however, that such use shall not unreasonably interfere with Rocky Mountain Power's Electric Facilities or Rocky Mountain Power's rights as granted herein.

SECTION 5. City Regulatory Authority. In addition to the provision herein contained, the City reserves the right to adopt such additional ordinances and regulations as may be deemed necessary in the exercise of its police power for the protection of the health, safety and welfare of its citizens and their properties or exercise any other rights, powers, or duties required or authorized, under the Constitution of the State of Wyoming, the laws of Wyoming or City Ordinance.

SECTION 6. Indemnification. The City shall in no way be liable or responsible for any loss or damage to property or any injury to, or death, of any person that may occur in the construction, operation or maintenance by Rocky Mountain Power of its Electric Facilities. Rocky Mountain Power shall indemnify, defend and hold the City harmless from and against claims, demands, liens and all liability or damage of whatsoever kind on account of Rocky Mountain Power's use of the Public Ways within the City, and shall pay the costs of defense plus reasonable attorneys' fees for any claim, demand or lien brought thereunder. The City shall: (a) give prompt written notice to Rocky Mountain Power of any claim, demand or lien with respect to which the City seeks indemnification hereunder; and (b) permit Rocky Mountain Power to assume the defense of such claim, demand, or lien. If such defense is not assumed by Rocky Mountain Power, Rocky Mountain Power shall not be subject to liability for any settlement made without its consent. Notwithstanding any provision hereof to the contrary, Rocky Mountain Power shall not be obligated to indemnify, defend or hold the City harmless to the extent any claim, demand or lien arises out of or in connection with any negligent or willful act or failure to act of the City or any of its officers or employees.

SECTION 7. Annexation.

7.1 Extension of City Limits. Upon the annexation of any territory to the City, the rights granted herein shall extend to the annexed territory to the extent the City has such authority. All Electrical Facilities owned, maintained, or operated by Rocky Mountain Power located within any public ways of the annexed territory shall thereafter be subject to all of the terms hereof.

7.2 Notice of Annexation. When any territory is approved for annexation to the City, the City shall, not later than ten (10) working days after passage of an ordinance approving the proposed annexation, provide by certified mail to Rocky Mountain Power: (a) each site address to be annexed as recorded on county assessment and tax rolls; (b) a legal description of the proposed boundary change; and (c) a copy of the City's ordinance approving the proposed annexation. The notice shall be mailed to:

Rocky Mountain Power
Attn: Annexations
P.O. Box 400
Portland, Oregon 97207-0400

With a copy to:

Rocky Mountain Power
Attn: Office of the General Counsel
1407 West North Temple, Room 320
Salt Lake City, UT 84116

SECTION 8. Plan, Design, Construction and Installation of Company Facilities.

8.1 All Electrical Facilities installed or used under authority of this Franchise shall be used, constructed and maintained in accordance with applicable federal, state and city laws, codes and regulations.

8.2 Except in the case of an emergency, Rocky Mountain Power shall, prior to commencing new construction or major reconstruction work in the Public Ways, apply for any permit from the City as may be required by the City’s ordinances, which permit shall not be unreasonably withheld, conditioned, or delayed. Rocky Mountain Power will abide by all applicable ordinances and all reasonable rules, regulations and requirements of the City, and the City may inspect the manner of such work and require remedies as may be reasonably necessary to assure compliance. Notwithstanding the foregoing, Rocky Mountain Power shall not be obligated to obtain a permit to perform emergency repairs.

8.3 All Electric Facilities shall be located so as to cause minimum interference with the Public Ways of the City and shall be constructed, installed, maintained, cleared of vegetation, renovated or replaced in accordance with applicable rules, ordinances and regulations of the City.

8.4 If, during the course of work on its Electrical Facilities, Rocky Mountain Power causes damage to or alters the Public Way or public property, Rocky Mountain Power shall (at its own cost and expense and in a manner reasonably approved by the City) replace and restore it in as good a condition as existed before the work commenced.

8.5 In addition to the installation of underground electric distribution lines as provided by applicable state law and regulations, Rocky Mountain Power shall, upon payment of all charges provided in its tariffs or their equivalent, place newly constructed electric distribution lines underground as may be required by City ordinance.

8.6 The City shall have the right without cost to use all poles and suitable overhead structures owned by Rocky Mountain Power within Public Ways for City wires used in connection with its fire alarms, police signal systems, or other public safety communication lines used for governmental purposes; provided, however, any such uses shall be for activities owned, operated or used by the City for a public purpose and shall not include the provision of CATV, internet, or similar services to the public. Provided further, that Rocky Mountain Power shall assume no liability nor shall it incur, directly or indirectly, any additional expense in connection

therewith, and the use of said poles and structures by the City shall be in such a manner as to prevent safety hazards or interferences with Rocky Mountain Power's use of same. Nothing herein shall be construed to require Rocky Mountain Power to increase pole size, or alter the manner in which Rocky Mountain Power attaches its equipment to poles, or alter the manner in which it operates and maintains its Electric Facilities. City attachments shall be installed and maintained in accordance with the reasonable requirements of Rocky Mountain Power and the current edition of the National Electrical Safety Code pertaining to such construction. Further, City attachments shall be attached or installed only after written approval by Rocky Mountain Power in conjunction with Rocky Mountain Power's standard pole attachment application process. Rocky Mountain Power shall have the right to inspect, at the City's expense, such attachments to ensure compliance with this Section 8.6 and to require the City to remedy any defective attachments.

8.7 Rocky Mountain Power shall have the right to excavate the Public Rights of Ways subject to reasonable conditions and requirements of the City. Before installing new underground conduits or replacing existing underground conduits, Rocky Mountain Power shall first notify the City of such work by written notice and shall allow the City, at its own expense (to include a pro rata share of the trenching costs), to share the trench of Rocky Mountain Power to lay its own conduit therein, provided that such action by the City will not unreasonably interfere with Rocky Mountain Power's Electrical Facilities or delay project completion.

8.8 Before commencing any street improvements or other work within a Public Way that may affect Rocky Mountain Power's Electric Facilities, the City shall give written notice to Rocky Mountain Power.

SECTION 9. Relocations of Electric Facilities.

9.1 The City reserves the right to require Rocky Mountain Power to relocate its Electric Facilities within the Public Ways in the interest of public convenience, necessity, health, safety or welfare at no cost to the City. Within a reasonable period of time after written notice, Rocky Mountain Power shall promptly commence the relocation of its Electrical Facilities. Before requiring a relocation of Electric Facilities, the City shall, with the assistance and consent of Rocky Mountain Power, identify a reasonable alignment for the relocated Electric Facilities within the Public Ways of the City.

The City shall assign or otherwise transfer to Company all right it may have to recover the cost for the relocation work and shall support the efforts of Rocky Mountain Power to obtain reimbursement.

9.2 Rocky Mountain Power shall not be obligated to pay the cost of any relocation that is required or made a condition of a private development. If the removal or relocation of facilities is caused directly or otherwise by an identifiable development of property in the area, or is made for the convenience of a customer, Rocky Mountain Power may charge the expense of removal or relocation to the developer or customer. For example, Rocky Mountain Power shall

not be required to pay relocation costs in connection with a road widening or realignment where the road project is made a condition of or caused by a private development.

SECTION 10. Subdivision Plat Notification. Before the City approves any new subdivision and before recordation of the plat, the City shall obtain Rocky Mountain Power’s approval of Electrical Facilities, including underground facilities to be installed by the developer, and associated rights of way depicted on the plat. A copy of the plat shall be mailed for approval to Rocky Mountain Power:

Rocky Mountain Power
Attn: Estimating Department
2840 E Yellowstone HWY
Casper, WY 82609

SECTION 11. Vegetation Management. Rocky Mountain Power or its contractor may prune all trees and vegetation which overhang the Public Ways, whether such trees or vegetation originate within or outside the Public Ways to prevent the branches or limbs or other part of such trees or vegetation from interfering with Rocky Mountain Power’s Electrical Facilities. Such pruning shall comply with *the American National Standard for Tree Care Operation (ANSI A300)* and be conducted under the direction of an arborist certified with the International Society of Arboriculture. A growth inhibitor treatment may be used for trees and vegetation species that are fast-growing and problematic. Nothing contained in this Section shall prevent Rocky Mountain Power, when necessary and with the approval of the owner of the property on which they may be located, from cutting down and removing any trees which overhang streets.

SECTION 12. Compensation.

12.1 In consideration of the rights, privileges, and franchise hereby granted, Rocky Mountain Power shall pay to the City from and after the effective date of the acceptance of this franchise, percent (%) of its gross revenues derived from within the corporate limits of City. The term “gross revenue” as used herein shall be construed to mean any revenue of Rocky Mountain Power derived from the retail sale and use of electric power and energy within the municipal boundaries of the City after adjustment for the net write-off of uncollectible accounts and corrections of bills theretofore rendered. Notwithstanding any provision to the contrary, at any time during the term of this Franchise, the City may elect to increase the franchise fee amount as may then be allowed by state law. The City shall provide Rocky Mountain Power with prior written notice of such increase following adoption of the change in percentage by the City. The increase shall be effective sixty (60) days after City has provided such written notice to Rocky Mountain Power.

12.2 The franchise fee shall not be in addition to any other license, occupation, franchise or excise taxes or charges which might otherwise be levied or collected by the City from Grantee with respect to Grantee’s electric business or the exercise of this franchise within the corporate limits of the City and the amount due to the City under any such other license,

occupation, franchise or excise taxes or other charges for corresponding periods shall be reduced by deducting therefrom the amount of said franchise fee paid hereunder.

SECTION 13. Renewal. At least 120 days prior to the expiration of this Franchise, Rocky Mountain Power and the City either shall agree to extend the term of this Franchise for a mutually acceptable period of time or the parties shall use best faith efforts to renegotiate a replacement Franchise. Rocky Mountain Power shall have the continued right to use the Public Ways of the City as set forth herein in the event an extension or replacement Franchise is not entered into upon expiration of this Franchise.

SECTION 14. No Waiver. Neither the City nor Rocky Mountain Power shall be excused from complying with any of the terms and conditions of this Franchise by any failure of the other, or any of its officers, employees, or agents, upon any one or more occasions to insist upon or to seek compliance with any such terms and conditions.

SECTION 15. Transfer of Franchise. Rocky Mountain Power shall not transfer or assign any rights under this Franchise to another entity, except transfers and assignments by operation of law, or to affiliates, parents or subsidiaries of Rocky Mountain Power which assume all of Rocky Mountain Power's obligations hereunder, unless the City shall first give its approval in writing, which approval shall not be unreasonably withheld, conditioned or delayed; provided, however, Rocky Mountain Power may assign, mortgage, pledge, hypothecate or otherwise transfer without consent its interest in this Franchise to any financing entity, or agent on behalf of any financing entity to whom Rocky Mountain Power (i) has obligations for borrowed money or in respect of guaranties thereof, (ii) has obligations evidenced by bonds, debentures, notes or similar instruments, or (iii) has obligations under or with respect to letters of credit, bankers acceptances and similar facilities or in respect of guaranties thereof.

SECTION 16. Amendment. At any time during the term of this Franchise, the City through its City Council, or Rocky Mountain Power may propose amendments to this Franchise by giving thirty (30) days written notice to the other party of the proposed amendment(s) desired, and both parties thereafter, through their designated representatives, will, within a reasonable time, negotiate in good faith in an effort to agree upon mutually satisfactory amendment(s). No amendment or amendments to this Franchise shall be effective until mutually agreed upon by the City and Rocky Mountain Power and formally adopted as an ordinance amendment, which is accepted in writing by Rocky Mountain Power.

SECTION 17. Non-Contestability--Breach of Contract.

17.1 Neither the City nor Rocky Mountain Power will take any action for the purpose of securing modification of this Franchise before either the Public Service Commission or any Court of competent jurisdiction; provided, however, that neither shall be precluded from taking any action it deems necessary to resolve difference in interpretation of the Franchise nor shall Rocky Mountain Power be precluded from seeking relief from the Courts in the event Public

Service Commission orders, rules or regulations conflict with or make performance under the Franchise illegal.

17.2 In the event Rocky Mountain Power or the City fails to fulfill any of their respective obligations under this Franchise, the City, or Rocky Mountain Power, whichever the case may be will have a breach of contract claim and remedy against the other in addition to any other remedy provided by law, provided that no remedy which would have the effect of amending the specific provisions of this Franchise shall become effective without such action which would be necessary to formally amend the Franchise.

SECTION 18. Notices. Unless otherwise specified herein, all notices from Rocky Mountain Power to the City pursuant to or concerning this Franchise shall be delivered to the City Recorder's Office. Unless otherwise specified herein, all notices from the City to Rocky Mountain Power pursuant to or concerning this Franchise shall be delivered to the Regional Business Management Director, Rocky Mountain Power, 70 North 200 East, Room 122, American Fork, Utah, 84003, and such other office as Rocky Mountain Power may advise the City of by written notice.

SECTION 19. Severability. If any section, sentence, paragraph, term or provision hereof is for any reason determined to be illegal, invalid, or superseded by other lawful authority including any state or federal regulatory authority having jurisdiction thereof or unconstitutional, illegal or invalid by any court of common jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such determination shall have no effect on the validity of any other section, sentence, paragraph, term or provision hereof, all of which will remain in full force and effect for the term of the Franchise or any renewal or renewals thereof.

SECTION 20. Waiver of Jury Trial. To the fullest extent permitted by law, each of the parties hereto waives any right it may have to a trial by jury in respect of litigation directly or indirectly arising out of, under or in connection with this agreement. Each party further waives any right to consolidate any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.

PASSED by the City Council of the City of _____, Wyoming this _____ day of _____, 2023.

MAYOR

ATTEST:

CITY RECORDER

ORDINANCE NO. 803

AN ORDINANCE TO REZONE LOTS 9-16, BLOCK 49 AND LOTS 4-12, BLOCK 44, AND LOTS 3-7, BLOCK 55, AND LOTS 1-14, BLOCK 45, EXCLUDING HWY ROW AND LOTS 8-11, BLOCK 55, EXCLUDING HWY ROW, TOWN MILLS, CITY OF MILLS, NATRONA COUNTY, FROM ER (ESTABLISHED RESIDENTIAL DISTRICT) AND MU (MIXED USE DISTRICT) TO EB (ESTABLISHED BUSINESS DISTRICT) AND PLI (PUBLIC LANDS INSTITUTIONS)

WHEREAS, the City of Mills is a municipal corporation under the laws of the State of Wyoming; and

WHEREAS, the City of Mills proposes to rezone Lots 9-16, Block 49, and Lots 4-12, Block 44 and Lots 3-7, Block 55, and Lots 1-14, Block 45, Excluding HWY right-of-way, and Lots 8-11, Block 55, excluding HWY right-of-way, Town of Mills, from ER (Established Residential District) and MU (Mixed Use District) to EB (Established Business District) and PLI (Public Lands Institutions); and

WHEREAS, the rezone of said lots will conform with the Mills Comprehensive Plan of 2017; and

WHEREAS, a public hearing notice was advertised in the 13 July 2023 edition of the Casper Star-Tribune, at least 15 days prior to the public hearing, as required by Mills Zoning Ordinance; and

WHEREAS, the City of Mills Planning and Zoning Board held a public hearing to consider the rezone on 3 August 2023 and forwarded a “Do Pass” recommendation to the Town Council approving the zone change; and

WHEREAS, the Mills City Council held a public hearing on the rezoning at the 22 August 2023 Council Meeting; and

WHEREAS, the Mills City Council has determined that a zone change will be in the best interest of the City and adjacent property owners.

THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MILLS, WYOMING:

SECTION 1:

The City of Mills hereby Lots 9-16, Block 49, and Lots 4-12, Block 44 and Lots 3-7, Block 55, and Lots 1-14, Block 45, Excluding HWY right-of-way, and Lots 8-11, Block 55, excluding HWY right-of-way, Town of Mills, from ER (Established Residential District) and MU (Mixed Use District) to EB (Established Business District) and PLI (Public Lands Institutions).

SECTION 2:

City of Mills Corporate Limits, Additions and Environs Map shall be updated to show said property as Established Business and Public Lands Institutions.

PASSED ON FIRST READING the ____ day of _____ 2023

PASSED ON SECOND READING the ____ day of _____ 2023

**PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING the
____ day of _____ 2023**

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

ORDINANCE NO. 804

AN ORDINANCE REGARDING LEGAL ADVERTISEMENTS

WHEREAS, The City of Mills amended its City Code to provide for the following provisions:

2.90.30 Legal Advertisements.

Pursuant to the Provisions found at Article 13, Sec. 1, of the Wyoming Constitution, in all instances in which there exists a Statute requiring the Town of Mills to advertise or place notices in a newspaper, the Town of Mills shall instead place said notice or advertisement, except where it elects to do the same in a newspaper, on the Town’s website and three designated public places in the Town of Mills. Unless provided for otherwise, the public places will be the Mills Town Hall, the Mills Library and the United States Post Office in the Town of Mills. All such notices shall remain in place for that period specified by State Statute for running an advertisement or a notice in a newspaper.

Nothing in this provision shall preclude the Town from running an advertisement or notice in a newspaper should it choose to do so.

and;

WHEREAS, The City of Mills, together with the Town of Bar Nunn, has been sued twice over the above referenced provision by Lee Enterprises, the owner of the Casper Star Tribune, which brought its suit once with the Wyoming Press Association, and

WHEREAS, Lee Enterprises maintains in its suit that the meaning of the term “newspaper” is such that legal notices must be placed in a print newspaper, of which the Casper Star Tribune is the only example in Natrona County, and for which most municipalities have only one such source available to them, and

WHEREAS, The presence of only one newspaper in Natrona County means that the municipalities in Natrona County, Wyoming are captives of the Casper Star Tribune, if Lee Enterprises’ reading of the law is correct, which leaves the Casper Star Tribune free to charge any amount it might wish in order for municipalities to run legal notices in a journal of declining circulation.

WHEREAS, The City of Mills and the Town of Bar Nunn have brought a counterclaim challenging the constitutionality of the Wyoming State Statutes requiring publication in newspapers of certain notices, which further challenges the presumption that the term “newspaper” in 2023 means a print newspaper, such as it meant in 1876, the date first cited by Lee Enterprises regarding one of the subject statutes; and

WHEREAS, The goal of the municipalities is to have as wide of distribution and the most effective distribution of information which is provided in legal notices; and

WHEREAS, In 2023 print newspapers are not the most effective means of providing such notice, as exhibited by the fact that the circulation of the Casper Star Tribune is smaller in 2023 than it was in 1923, and less than 100 people receive the newspaper in Mills, Wyoming; and

WHEREAS, Print newspapers have largely been supplanted by electronic media and even the Casper Star Tribune only publishes electronically four days out of seven; and

WHEREAS, while at one time Natrona County was served by more than one print newspaper, today only the Casper Star Tribune remains in print circulation, and it is not even printed in Natrona County, Wyoming; and

WHEREAS, The Casper Star Tribune, when printed, depends upon the United States Post Office to deliver its papers, rather than delivery personnel who can assure a timely delivery; and

WHEREAS, Natrona County Wyoming is served by no less than the following electronic media outlets:

- The Casper Star Tribune, which publishes electronically and in print three times per week.
- Oil City News, which publishes electronically daily.
- Cowboy State Daily, which publishes electronically daily.
- WyoFile, which publishes electronically.
- The Casper College Chinook, which publishes electronically.
- Town Square Media, which publishes electronically.
- Wyoming News Now, which publishes electronically.
- K2 Radio, which publishes electronically.

WHEREAS, Some, or all, of the above referenced electronic media are suitable for the publication of legal notices required by Wyoming State Statutes, and

WHEREAS, The above referenced ordinance was brought under Wyoming’s Home Rule provisions; and

WHEREAS, The State of Wyoming and Lee Enterprises are maintaining that the municipalities may not exempt themselves from the publication statutes, in spite of their widely varying terms and unequal application to various municipalities, and

WHEREAS, The goal of the municipalities has always been, and remains, to provide the most effective notice to the public in the most cost effective manner;

NOW **THEREFORE**, The City Council of the City of Mills hereby repeals those portions of the aforementioned ordinance, with the strikes noted in red below, and passes the following amended text:

2.90.30 Legal Advertisements.

The term “newspaper”, in so far as it is used by the Statues of the State of Wyoming, requiring publication by municipalities of certain notices and information is undefined. This ordinance, therefore, sets forth the meaning of the terms “newspaper” and publish for the purpose of complying with Wyoming State Statutes by the City of Mills and the matters to be considered by the town in regard to the same.

- A. Whenever possible the City shall take into consideration the circulation of the newspaper when placing notices, with such consideration to consider ultimate circulation, timeliness, and the cost of placing the notice. While cost or circulation need not alone dictate which newspaper is chosen, it shall be a matter that shall be taken into consideration.

- B. Whenever the term “newspaper” is used by a Wyoming State Statute which requires a municipality to place a notice or publication in the same, the city may:
 - i. Rely on the common understanding of the meaning of the term “newspaper” as it existed at the time of the first Wyoming Statute to use the same. If this is done, it will require no any further act by the City Council in order for that understanding to apply.

 - ii. Adopt, by resolution, the 21st Century understanding of “newspaper” for any particular purpose, which shall mean an electronic publication satisfying the following criteria:
 - a. An electronic publication, to include a website which;
 - b. Is published or maintained on a daily basis, and which;
 - c. Is published for the purpose of distributing information and news in a fashion similar to that of a print newspaper and which;
 - d. Includes Natrona County, Wyoming as part of its routine coverage.

- C. Whenever the term “publish” is used by a Wyoming State Statute which requires a municipality to publish a notice in a “newspaper”, the following shall be presumed to apply:
 - i. “Publish”, in the case of a print newspaper, shall be presumed to mean “printed and distributed”, wherever the statute makes reference to a

locality, such as within a municipality or county, unless the city establishes a good and sufficient basis for reading the same in another manner, and records the same my way of a resolution.

- ii. “Publish”, in the case of electronic media, shall be presumed to mean electronically issued on a website which meets the definition of a “newspaper” as set forth above, which can reasonably be determined to be directed towards or read within a municipality or county.

D. In any instance in which the city determines to publish a notice in an electronic newspaper, such as is described in 2.90.30(B)ii above, it shall publish the same on its website and store a copy of the electronic notice for a period of five (5) years, unless a statute, ordinance or resolution requires a longer time period. Publication of a notice in an electronic newspaper may include a active link to the city’s publication on its website, which shall suffice for publication as long as it was specifically done for the purpose of giving notice.

PASSED on 1st reading the _____ day of _____, 2023.

PASSED on 2nd reading the _____ day of _____, 2023.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this _____ day of _____, 2023

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cheri Butcher, Council

Tim Sutherland, Council

ATTESTED:

Christine Trumbull, City Clerk



CITY OF MILLS
EST. 1921

704 Fourth Street
P.O. Box 789
Mills, WY 82644

Phone: 307-234-6679
Fax: 307-234-6528

Memorandum

TO: Mills City Council
FROM: Megan Nelms, AICP, City Planner
DATE: September 22, 2023

SUBJECT: De-Annexation of Property from City of Mills

Summary: Petitions have been submitted by the City of Casper and Natrona County, as property owners, for de-annexation of approximately 22 acres from the City of Mills. The properties are located along the North Platte River in the Fort Caspar/Izaak Walton area. The properties have been targeted for de-annexation from Mills and annexation into the City of Casper to clean-up historical jurisdictional boundaries. The location of the properties, on the opposite side of the river from Mills, makes it more practical for the City of Casper to provide municipal services.

Pursuant to W.S. § 15-1-421, the City of Casper, Natrona County and the City of Mills have worked together to follow the procedures outlined in statute for the de-annexation. Natrona County has completed two (2) de-annexation reports on the proposed impacts of the de-annexations. Those reports are attached for your review. No significant impacts have been identified and the City of Mills may now move forward and take action to de-annex the properties.

Planning Considerations:

There are no planning considerations.

Staff Recommendation: Staff recommends APPROVAL of the proposed de-annexation.



Natrona County Commissioners

200 North Center, Room 115
Casper, WY 82601
Phone (307) 235-9202
Fax (307) 235-9486

Steven Freel, Commissioner
Dallas Laird, Commissioner
Jim Milne, Commissioner
Peter Nicolaysen, Commissioner
Dave North, Commissioner

July 5, 2023

Christine Trumbull
Mills City Clerk
704 Fourth Street
Box 789
Mills, WY 82644

RECEIVED
JUL 12 2023
Sig: *Sarah*
Mills Municipal Court Clerk

Dear Ms. Trumbull:

Natrona County, as the landowner of a 3.07 acre parcel, more particularly described in the attached exhibits, and pursuant to W.S. 15-1-421, hereby requests that said property be de-annexed from the City of Mills. The County would like to annex the property into the City of Casper, in that its location, on the opposite side of the river from the City of Mills, makes it more practical for the City of Casper to provide municipal services.

Wyoming State Statutes do not provide a procedure for the simultaneous de-annexation of the property from Mills, and annexation to the City of Casper. Instead, two separate actions are required, beginning with the de-annexation of the parcel and the temporary reversion of the parcel to unincorporated land under the jurisdiction of Natrona County. After the parcel has reverted to unincorporated County land, the County will then annex the parcel according to the procedures outlined in W.S. 15-1-407.

The Natrona County Commissioners will prepare a report on the impact of the de-annexation within sixty (60) days. It is our understanding of the procedure that the City of Mills should not take any action on the petition for de-annexation until after the sixty (60) day period has elapsed. The County's final obligation with regard to the de-annexation will be to publish a legal notice in the Casper Star Tribune within ten (10) days of the filing of this petition.

Thank you for your consideration in this matter. If you have any questions, please contact Kristie Turner, County Planner, at 235-9330.

Sincerely,

Steve Freel, Chairman
Board of County Commissioners

Enc. Legal Description of property proposed for de-annexation

Cc: Natrona County Commissioners



EXHIBIT "A"
NATRONA COUNTY PARCEL

A parcel of land located within a portion of the NE¼SW¼ of Section 7, T.33N., R.79W., 6th P.M., City of Casper, Natrona County, Wyoming, as shown on Exhibit B attached hereto and by this reference made a part hereof, and being more particularly described as follows:

Commencing at the SW1/16 corner of said Section 7, monumented by a brass cap;

Thence N89°20'13"E, along the south line of the NE¼SW¼ of said Section 7, a distance of 329.87 feet to the Point of Beginning being the southwest corner of the Natrona County parcel being described, also being the southeast corner of the City of Casper parcel, monumented by a brass cap;

Thence N45°20'56"W, along the southwesterly line of the County parcel, also being the northeasterly line of the City parcel, a distance of 464.21 feet to the most north corner of the City parcel, located on the west line of the NE¼SW¼ of said Section 7;

Thence N00°04'06"W, along the west line of the County parcel also being the west line of the NE¼SW¼ of said Section 7, a distance of 155.03 feet to the northwest corner of the parcel being described, also being the southwest corner of the Town of Mills parcel;

Thence S63°43'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 148.46 feet to an angle point;

Thence S65°49'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 244.03 feet to an angle point;

Thence S50°48'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 233.12 feet to the southeast corner of the Mills parcel;

Thence N37°18'21"E, along the southeasterly line of the Mills parcel, a distance of 63.87 feet to a point located on the westerly right-of-way line of Wyoming Boulevard;

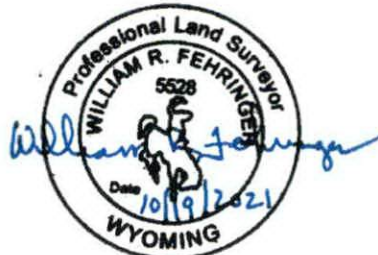
Thence in a southeast direction along the west right-of-way line of Wyoming Boulevard and a curve to the right having a radius of 409.26 feet, through a central angle of 10°39.23", a distance of 76.12 feet, with a chord bearing of S01°41'03"E, a distance of 76.01 feet to the end of curve;

Thence S03°38'56"W, along the east line of the County Parcel and the west right-of-way line of Wyoming Boulevard, a distance of 140.51 feet to the southeast corner of the parcel being described, located on the south line of the NE¼SW¼ of said Section 7;

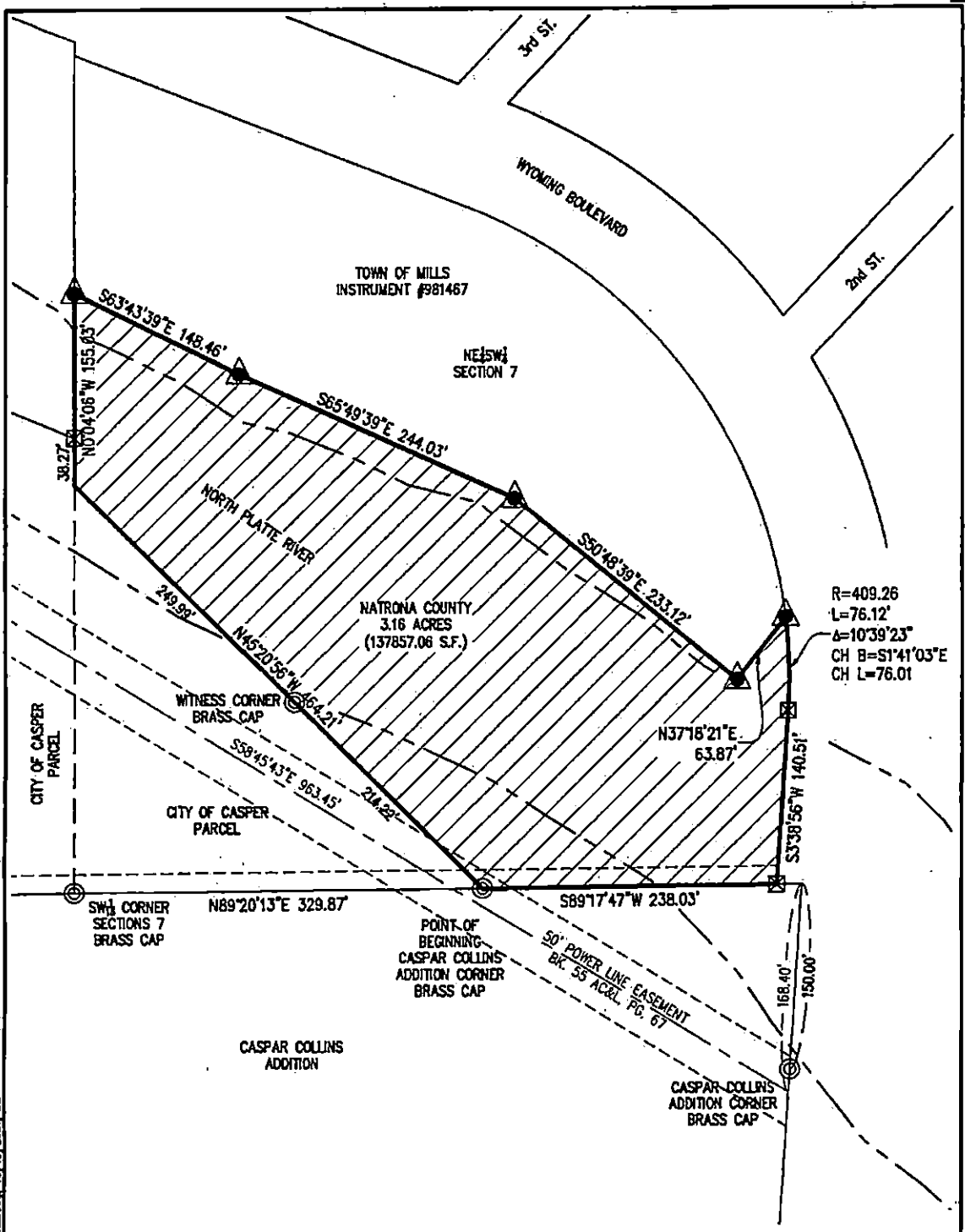
Thence S89°17'47"W, along the south line of the County parcel also being the south line of the NE¼SW¼ of said Section 7, a distance of 238.03 feet to the Point of Beginning.

The above described parcel contains 3.16 acres, (137857.06.04 S.F.), more or less, and is subject to all rights-of-way and/or encumbrances, reservations and encroachments which have been legally acquired.

I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision October, 2021, and that on the basis of my information, knowledge and belief as a Professional Land Surveyor this description is true and correct.



MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY, EXPRESSED OR IMPLIED, THAT I HAVE TOWARD THE SUBJECT PROPERTY.



Bl: Vard: 2021 Surveying\21-221 Inadd: Walton Leagna\Survey Files\COUNTY PARCEL.dwg, 10/19/2021, B3

0 100' 200'

SCALE: 1" = 100'

Civil Engineering Professionals, Inc.
6080 Enterprise Drive, Casper, WY 82609
Phone 307.266.4346 Fax 307.266.0103
www.cepi-casper.com

- LEGEND**
- ▲ SET BRASS CAP
 - ☒ CORNER NOT MONUMENTED
 - ⊙ FOUND MONUMENT AS NOTED

EXHIBIT "B"
NATRONA COUNTY PARCEL
 NE1/4 Section 7
 T.33N., R.79W., 6TH P.M.
 Natrona County, Wyoming
 October, 2021
 W.O. 21-221



OFFICE OF THE MAYOR

CITY OF CASPER

200 NORTH DAVID STREET
CASPER, WYOMING 82601-1815
PHONE (307) 235-8224
FAX: (307) 235-8313
www.cityofcasperwy.com

June 20, 2023

Ms. Christine Trumbull
Mills City Clerk
704 Fourth Street
Box 789
Mills, WY 82644

RECEIVED
JUL 12 2023
Sig: *[Signature]*
Mills Municipal Court Clerk

Dear Ms. Trumbull:

The City of Casper, as the landowner of a nineteen-acre parcel, more particularly described in the attached exhibits, and pursuant to W.S. 15-1-421, hereby requests that said property be de-annexed from the City of Mills. The City would like to annex the property into the City of Casper, in that its location, on the opposite side of the river from the City of Mills, makes it more practical for the City of Casper to provide municipal services.

Wyoming State Statutes do not provide a procedure for the simultaneous de-annexation of the property from Mills, and annexation to the City of Casper. Instead, two separate actions are required, beginning with the de-annexation of the parcel and the temporary reversion of the parcel to unincorporated land under the jurisdiction of Natrona County. After the parcel has reverted to unincorporated County land, the City will then annex the parcel according to the procedures outlined in W.S. 15-1-407.

Pursuant to W.S. 15-1-421 the City is concurrently providing a copy of the petition to de-annex to the Natrona County Commissioners. The Natrona County Commissioners are then required, by law, to prepare a report on the impact of the de-annexation within sixty (60) days. It is our understanding of the procedure that the City of Mills should not take any action on the petition for de-annexation until after the sixty (60) day period has elapsed. The City of Casper's final obligation with regard to the de-annexation will be to publish a legal notice in the Casper Star Tribune within ten (10) days of the filing of this petition.

Thank you for your consideration in this matter. If you have any questions, please contact Liz Becher, Community Development Director, or Craig Collins, City Planner, at 235-8241.

Sincerely,
[Signature]
Bruce Knell
Mayor

Enc. Legal Description of property proposed for de-annexation
Cc: Natrona County Commissioners



EXHIBIT "A"
Portions of Lot 3 (NW¼SW¼)
& NE¼SW¼Section 7, T.33N., R.79W., 6th P.M.
City of Casper Parcel
Natrona, County, Wyoming

A parcel of land situate within portions of Lot 3 (NW¼SW¼) and NE¼SW¼ of Section 7, T.33N., R.79W., 6th P.M., Natrona County, Wyoming, as shown on Exhibit B, attached hereto and by this reference made a part hereof, being more particularly described as follows:

Commencing at the S1/16 corner common to said Section 7 and Section 12, T.33N., R.80W., located on the north line of Caspar Collins Addition No. 2, monumented by a brass cap, being the southwest corner of the parcel being described and the Point of Beginning;

Thence N00°22'33"W, along the west line of said Section 7, a distance of 847.62 feet to the northwest corner of the parcel being described, located within the North Platte River;

Thence S71°00'04"E, along the north line of the parcel, a distance of 1091.09 feet to an angle point;

Thence S68°00'11"E, along the north line of the parcel, a distance of 265.19 feet to the northeast corner of the parcel, located on the west line of the NE¼SW¼ of said Section 7;

Thence S00°04'06"E, along the west line of the NE¼SW¼ of said Section 7, a distance of 38.27 feet to a point;

Thence S45°20'56"E, a distance of 464.21 feet to the southeast corner of the parcel, located on the south line of the NE¼SW¼ of said Section 7 and the north line of the Caspar Collins Addition to the City of Casper;

Thence S89°20'13"W, along the south line of the parcel, also being the south line of the NE¼SW¼ of said Section 7, and the north line of the Caspar Collins Addition, a distance of 329.87 feet to the SW1/16 corner of said Section 7;

Thence S88°53'54"W, along the south line of the parcel and the north line of the Caspar Collins Addition, a distance of 246.63 feet to a point being the northwest corner of the Caspar Collins Addition and the northeast corner of the Caspar Collins Addition No. 2;

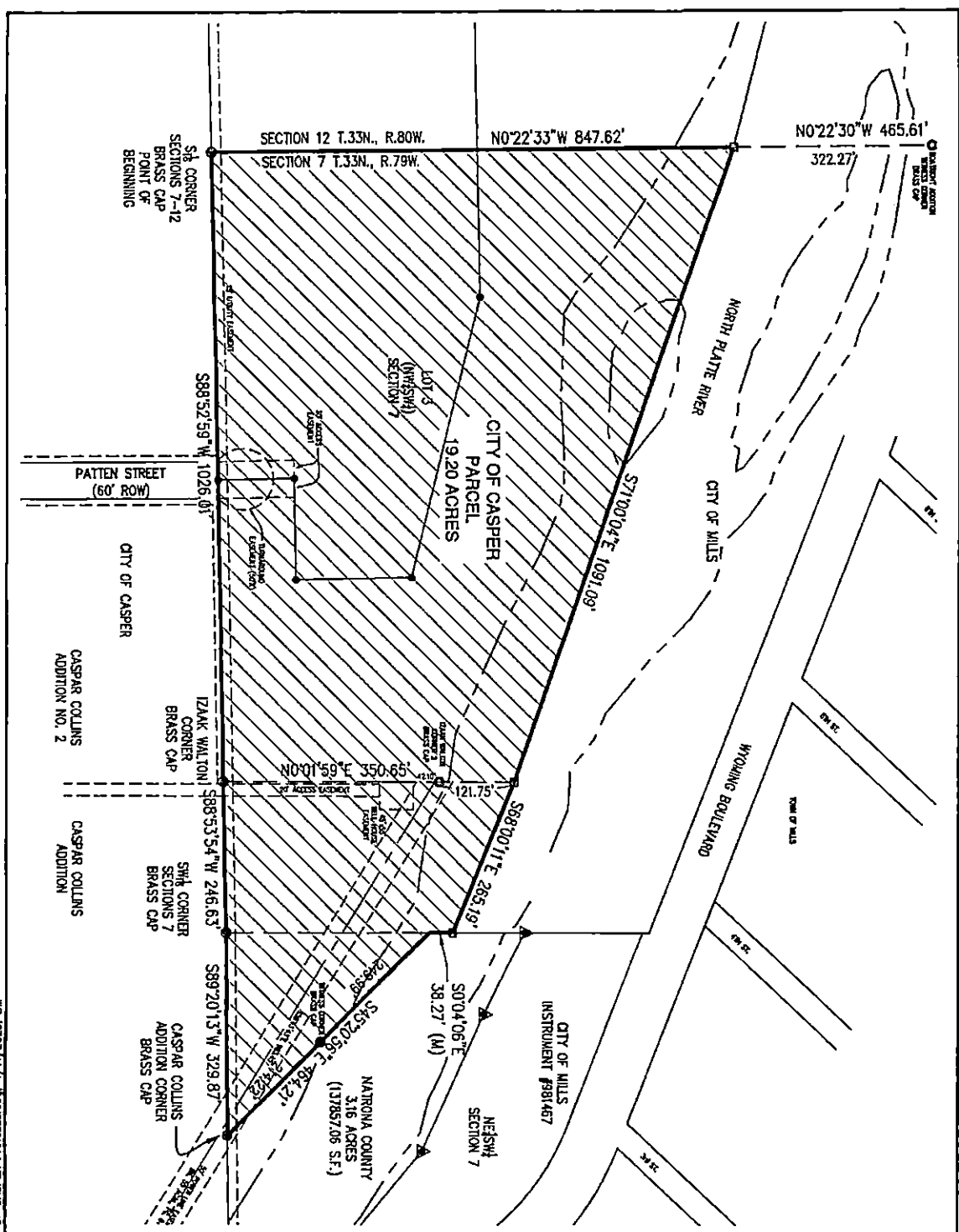
Thence S88°52'59"W, along the south line of the parcel also being the south line of the NE¼SW¼ of said Section 7, and the north line of the Caspar Collins Addition No. 2, a distance of 1026.01 feet to the Point of Beginning.

The above described parcel of land contains 19.20 acres, more or less and is subject to any rights-of-way and/or easements, reservations and encumbrances which have been legally acquired.

I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision in September, 2021, and that on the basis of my information knowledge and belief as a Professional Land Surveyor that this description is true and correct.

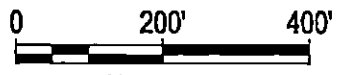


MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY, EXPRESSED OR IMPLIED, THAT I HAVE TOWARD THE SUBJECT PROPERTY.



LEGEND

- ▲ SET BRASS CAP
- ⊠ CORNER NOT MONUMENTED
- ◎ FOUND MONUMENT AS NOTED



SCALE: 1" = 200'



Civil Engineering Professionals, Inc.
 6080 Enterprise Drive, Casper, WY 82609
 Phone 307.266.4346 Fax 307.266.0103
 www.cepi-casper.com

EXHIBIT "B"
NATRONA COUNTY PARCEL

Portion of
 Lot 3 & NE 1/4 Section 7
 T.33N., R.79W., 6th P.M.
 Natrona County, Wyoming
 April, 2023
 W.O. 23-141

M:\Land 2023\Survey\23-141 Izak Walton Exhibits Drawings\Survey Plots\CITY OF CASPER PARCELS.dwg, 4/11/2023, BIM



EXHIBIT "A"
NATRONA COUNTY PARCEL

A parcel of land located within a portion of the NE¼SW¼ of Section 7, T.33N., R.79W., 6th P.M., City of Casper, Natrona County, Wyoming, as shown on Exhibit B attached hereto and by this reference made a part hereof, and being more particularly described as follows:

Commencing at the SW1/16 corner of said Section 7, monumented by a brass cap;

Thence N89°20'13"E, along the south line of the NE¼SW¼ of said Section 7, a distance of 329.87 feet to the Point of Beginning being the southwest corner of the Natrona County parcel being described, also being the southeast corner of the City of Casper parcel, monumented by a brass cap;

Thence N45°20'56"W, along the southwesterly line of the County parcel, also being the northeasterly line of the City parcel, a distance of 464.21 feet to the most north corner of the City parcel, located on the west line of the NE¼SW¼ of said Section 7;

Thence N00°04'06"W, along the west line of the County parcel also being the west line of the NE¼SW¼ of said Section 7, a distance of 155.03 feet to the northwest corner of the parcel being described, also being the southwest corner of the Town of Mills parcel;

Thence S63°43'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 148.46 feet to an angle point;

Thence S65°49'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 244.03 feet to an angle point;

Thence S50°48'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 233.12 feet to the southeast corner of the Mills parcel;

Thence N37°18'21"E, along the southeasterly line of the Mills parcel, a distance of 63.87 feet to a point located on the westerly right-of-way line of Wyoming Boulevard;

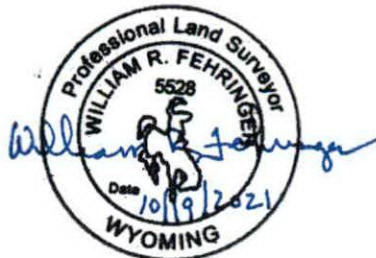
Thence in a southeast direction along the west right-of-way line of Wyoming Boulevard and a curve to the right having a radius of 409.26 feet, through a central angle of 10°39.23", a distance of 76.12 feet, with a chord bearing of S01°41'03"E, a distance of 76.01 feet to the end of curve;

Thence S03°38'56"W, along the east line of the County Parcel and the west right-of-way line of Wyoming Boulevard, a distance of 140.51 feet to the southeast corner of the parcel being described, located on the south line of the NE¼SW¼ of said Section 7;

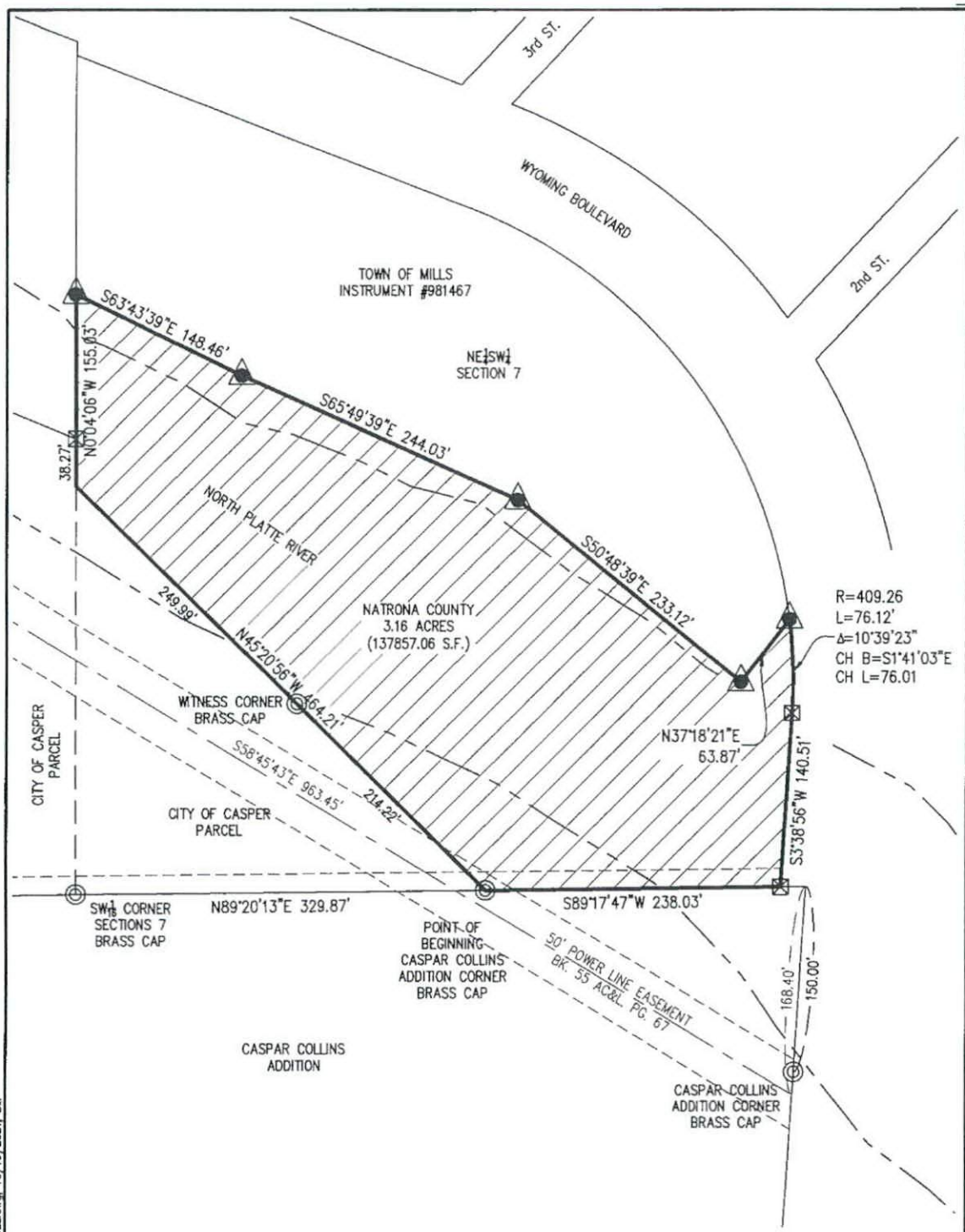
Thence S89°17'47"W, along the south line of the County parcel also being the south line of the NE¼SW¼ of said Section 7, a distance of 238.03 feet to the Point of Beginning.

The above described parcel contains 3.16 acres, (137857.06.04 S.F.), more or less, and is subject to all rights-of-way and/or encumbrances, reservations and encroachments which have been legally acquired.

I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision October, 2021, and that on the basis of my information, knowledge and belief as a Professional Land Surveyor this description is true and correct.



MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY, EXPRESSED OR IMPLIED, THAT I HAVE TOWARD THE SUBJECT PROPERTY.



M:\Land 2021\Surveying\21-22\book Walton League\Survey Plots\COUNTY PARCEL.dwg, 10/19/2021, BBI


 0 100' 200'
 SCALE: 1" = 100'

 Civil Engineering Professionals, Inc.
 6080 Enterprise Drive, Casper, WY 82609
 Phone 307.266.4346 Fax 307.266.0103
 www.cepi-casper.com




- LEGEND**
-  SET BRASS CAP
 -  CORNER NOT MONUMENTED
 -  FOUND MONUMENT AS NOTED

EXHIBIT "B"
NATRONA COUNTY PARCEL
 NE 1/4 Section 7
 T.33N., R.79W., 6TH P.M.
 Natrona County, Wyoming
 October, 2021
 W.O. 21-221

Natrona County
Planning Department
200 N Center, Room 202
Casper, WY 82601



De-Annexation Report
Board of County Commissions
9-5-2023
City of Casper Property

60 day statutory deadline for de-annexation report is **September 11, 2023** (W.S. 15-1-142(a))

- Request:** A request by the City of Casper for de-annexation of three parcels comprising approximately 19 acres from the City of Mills into Natrona County.
- Legal Description:** A parcel located in and being a portion of Lot 3 (NW ¼ SW ¼) and NE ¼ SE ¼ of Section 7, Township 33N, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming (Exhibit A attached).
- Owner:** City of Casper
- Location:** The property is along the North Platte River in the Fort Caspar/Izaak Walton area.
- Zoning:** City of Mills, Public Land Institutions (PLI)
- Purpose:** To de-annex these parcels from the City of Mills and annex these parcels into the City of Casper in order to more efficiently provide municipal services to the area. De-annexation into the county is a procedural step for this process.

The Board of County Commissioners is in receipt of a letter from the City of Casper requesting de-annexation of the subject parcels from the municipal boundaries of the City of Mills. As per W. S. 15-1-421 (a), this de-annexation report is provided to address the impacts of the proposed de-annexation to the County and what will be required of the applicant.

Background:

The petition from the City of Casper to de-annex was submitted to the City of Mills and Natrona County on July 12, 2023. As there is no statutory procedure for the simultaneous de-annexation and annexation of property from one municipality into an adjacent municipality, the process requires two separate actions which involves de-annexation into the County W. S. 15-1-421 (a) and then annexation into the desired municipality, W.S. 15-1-407.

The subject parcels are physically separated from the City of Mills by the North Platte River. Access to the subject parcels is through adjacent parcels within the City of Casper. As the subject parcels are adjacent to and accessed through the City of Casper the jurisdictional boundary realignment through de-annexation and the subsequent annexation process is a practical and reasonable action.

Evaluation:

The de-annexation will require law enforcement and emergency response from the Natrona County Sheriff Office and Natrona County Fire or the City of Casper Police and/or City of Casper Fire Department through an intergovernmental agreement. The de-annexation of the subject parcels will not cause a significant financial burden for the County.

There is currently a campground operating on one of the subject parcels (33790730001800). The jurisdictional boundary divides this parcel, the west half of the parcel is within the County and east half is within the City of Mills. The de-annexation and subsequent annexation of this parcel to the City of Casper will remedy the jurisdictional challenges faced by this parcel.

The zoning of the subject parcels is currently under the City of Mills as Public Land Institutions (PLI) zoning district. As the City of Casper, the property owner, has expressed intent to annex the subject parcels into the City of Casper per W.S. 15-1-407, the County will not require the City of Casper to immediately obtain a zoning designation through the Zone Map Amendment process. However, after de-annexation and for the duration of the annexation process, the County will not entertain any building permit applications and/or any other development applications for the subject parcels. If the annexation process has not been initiated by the City of Casper within one year of de-annexation from the City of Mills, the City of Casper will be required to obtain a County zoning designation.

Conclusion:

The Board of County Commissioners, in general, is not opposed to the proposed de-annexation. The de-annexation of the subject parcels into the County will not have a significant financial or organizational impact on the County. However, if the City of Casper, as property owner, does not initiate annexation into the City of Casper within a year of de-annexation, zoning designation must be obtained and parcels will be subject to the current 2022 Natrona County Zoning Resolution as amended.

NATRONA COUNTY
BOARD OF COUNTY COMMISSIONERS

Chair

Natrona County
Planning Department
200 N Center, Room 202
Casper, WY 82601



De-Annexation Report
Board of County Commissioners
9-5-2023
Natrona County Property

60 day statutory deadline for de-annexation report is **September 11, 2023** (W.S. 15-1-142(a))

- Request:** A request by Natrona County for de-annexation of a parcel comprising approximately 3.07 acres from the City of Mills into Natrona County.
- Legal Description:** A parcel located within a portion of NW ¼ SW ¼ of Section 7, Township 33N, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming (Exhibit A and B attached).
- Owner:** Natrona County
- Location:** The property is along the North Platte River in the Fort Caspar/Izaak Walton area.
- Zoning:** City of Mills, Public Land Institutions (PLI)
- Purpose:** To de-annex this parcel from the City of Mills and at a future time annex this parcel into the City of Casper in order to more efficiently provide municipal services to the area. De-annexation into the county is a procedural step for this process.

The Board of County Commissioners has submitted a letter to the City of Mills requesting de-annexation of the subject parcel from the municipal boundaries of the City of Mills. As per W. S. 15-1-421 (a), this de-annexation report is provided to address the impacts of the proposed de-annexation to the County and what will be required of the applicant.

Background:

The petition from Natrona County to de-annex was submitted to the City of Mills on July 12, 2023. As there is no statutory procedure for the simultaneous de-annexation and annexation of property from one municipality into an adjacent municipality, the process requires two separate actions which involves de-annexation into the County W. S. 15-1-421 (a) and then annexation into the desired municipality, W.S. 15-1-407.

The subject parcel is physically separated from the City of Mills by the North Platte River. Access to the subject parcel is through adjacent parcels within the City of Casper. As the subject parcels are adjacent to and accessed through the City of Casper the jurisdictional boundary realignment through de-annexation and the subsequent annexation process is a practical and reasonable action.

Evaluation:

The de-annexation will require law enforcement and emergency response from the Natrona County Sheriff Office and Natrona County Fire or the City of Casper Police and/or City of Casper Fire Department through an intergovernmental agreement. The de-annexation of the subject parcels will not cause a significant financial burden for the County.

There is currently a campground operating on one of the subject parcels (33790730001800). The jurisdictional boundary divides this parcel, the west half of the parcel is within the County and east half is within the City of Mills. The de-annexation and subsequent annexation of this parcel to the City of Casper will remedy the jurisdictional challenges faced by this parcel.

The zoning of the subject parcels is currently under the City of Mills as Public Land Institutions (PLI) zoning district. As Natrona County, the property owner, has expressed intent to annex the subject parcels into the City of Casper per W.S. 15-1-407, the County will not immediately seek a zoning designation through the Zone Map Amendment process. In the event the Board of Commissioners no longer desire to proceed with annexation into the City of Casper, a Zone Map Amendment would be necessary.

Conclusion:

The Board of County Commissioners support the proposed de-annexation.

NATRONA COUNTY
BOARD OF COUNTY COMMISSIONERS

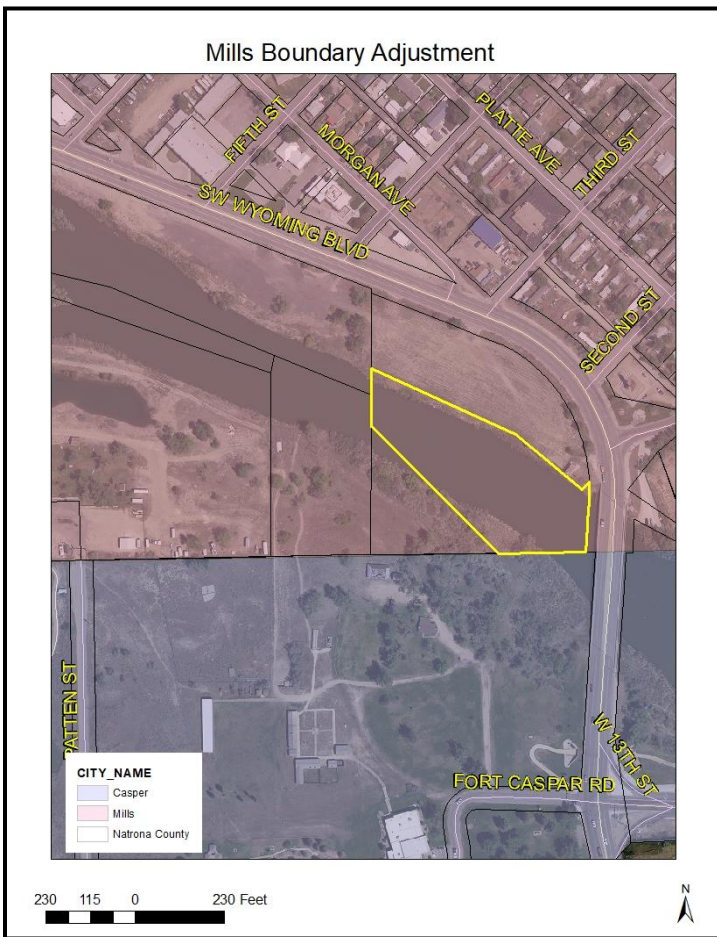
Chair

LEGAL NOTICE

Natrona County is the landowner of a 3.16 acre, more or less, parcel of land located within the Town of Mills, situate within portions of NE1/4SW1/4 of Section 7, T of Section 7, T.33N., R.79W., 6th P.M., Natrona County Wyoming. Natrona County has petitioned to have said property de-annexed from the Town of Mills pursuant to W.S. 15-1-421.

Once the de-annexation of the property has been approved, Natrona County intends to petition the City of Casper to annex the property, pursuant to the procedures outlined in W.S. 15-1-407.

A copy of a map showing the general location of the subject property is shown below:



Publish: July 16, 2023

LEGAL NOTICE

The City of Casper is the landowner of a 19-acre, more or less, parcel of land located within the Town of Mills, situate within portions of Lot 3 - NW1/4SW1/4 and NE1/4SW1/4 of Section 7, T.33N., R. 79W., 6th P.M., Natrona County Wyoming. The City of Casper has petitioned to have said property de-annexed from the Town of Mills pursuant to W.S. 15-1-421.

A copy of the petition to de-annex said property has been sent to the Natrona County Commissioners who shall, within sixty (60) days, prepare a report on the impact of the de-annexation. Once the de-annexation of the property has been approved, the City of Casper intends to annex the property, pursuant to the procedures outlined in W.S. 15-1-407.

A copy of a map showing the general location of the subject property is shown below:

Mills and Casper Boundary Adjustment



ORDINANCE NO. 805

AN ORDINANCE SEEKING TO DE-ANNEX CERTAIN PROPERTIES FROM THE CITY OF MILLS, WYOMING

WHEREAS, petitions have been filed with the City of Mills, Wyoming on July 12, 2023, by the City of Casper and Natrona County seeking to de-annex certain real property from the City of Mills that lies within the incorporated boundaries of the City of Mills; and

WHEREAS, on July 12, 2023, in accordance with Wyo. Stat. Sec. 15-1-421, the petition for de-annexation was also filed with the Clerk of Natrona County, Wyoming; and

WHEREAS, a legal notice was run in accordance with Wyo. Stat. Sec 15-1-421 in a newspaper in general circulation in the County, and

WHEREAS, the legal description of said real property is as described as follows, as two parcels, a Parcel A and a Parcel B. The legal description for both parcels is as follows:

PARCEL A

A parcel of land situate within portions of Lot 3 (NW¼SW¼) and NE¼SW¼ of Section 7, T.33N., R.79W., 6th P.M., Natrona County, Wyoming, as shown on Exhibit B, attached hereto and by this reference made a part hereof, being more particularly described as follows:

Commencing at the S1/16 corner common to said Section 7 and Section 12, T.33N., R.80W., located on the north line of Caspar Collins Addition No. 2, monumented by a brass cap, being the southwest corner of the parcel being described and the Point of Beginning;

Thence N00°22'33"W, along the west line of said Section 7, a distance of 847.62 feet to the northwest corner of the parcel being described, located within the North Platte River;

Thence S71°00'04"E, along the north line of the parcel, a distance of 1091.09 feet to an angle point;

Thence S68°00'11"E, along the north line of the parcel, a distance of 265.19 feet to the northeast corner of the parcel, located on the west line of the NE¼SW¼ of said Section 7;

Thence S00°04'06"E, along the west line of the NE¼SW¼ of said Section 7, a distance of 38.27 feet to a point;

Thence S45°20'56"E, a distance of 464.21 feet to the southeast corner of the parcel, located on the south line of the NE¼SW¼ of said Section 7 and the north line of the Caspar Collins Addition to the City of Casper;

Thence S89°20'13"W, along the south line of the parcel, also being the south line of the NE¼SW¼ of said Section 7, and the north line of the Caspar Collins Addition, a distance of 329.87 feet to the SW1/16 corner of said Section 7;

Thence S88°53'54"W, along the south line of the parcel and the north line of the Caspar Collins Addition, a distance of 246.63 feet to a point being the northwest corner of the Caspar Collins Addition and the northeast corner of the Caspar Collins Addition No. 2;

Thence S88°52'59"W, along the south line of the parcel also being the south line of the NE¼SW¼ of said Section 7, and the north line of the Caspar Collins Addition No. 2, a distance of 1026.01 feet to the Point of Beginning.

The above described parcel of land contains 19.20 acres, more or less and is subject to any rights-of-way and/or easements, reservations and encumbrances which have been legally acquired.

PARCEL B

A parcel of land located within a portion of the NE¼SW¼ of Section 7, T.33N., R.79W., 6th P.M., City of Casper, Natrona County, Wyoming, as shown on Exhibit B attached hereto and by this reference made a part hereof, and being more particularly described as follows:

Commencing at the SW1/16 corner of said Section 7, monumented by a brass cap;

Thence N89°20'13"E, along the south line of the NE¼SW¼ of said Section 7, a distance of 329.87 feet to the Point of Beginning being the southwest corner of the Natrona County parcel being described, also being the southeast corner of the City of Casper parcel, monumented by a brass cap;

Thence N45°20'56"W, along the southwesterly line of the County parcel, also being the northeasterly line of the City parcel, a distance of 464.21 feet to the most north corner of the City parcel, located on the west line of the NE¼SW¼ of said Section 7;

Thence N00°04'06"W, along the west line of the County parcel also being the west line of the NE¼SW¼ of said Section 7, a distance of 155.03 feet to the northwest corner of the parcel being described, also being the southwest corner of the Town of Mills parcel;

Thence S63°43'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 148.46 feet to an angle point;

Thence S65°49'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 244.03 feet to an angle point;

Thence S50°48'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 233.12 feet to the southeast corner of the Mills parcel;

Thence N37°18'21"E, along the southeasterly line of the Mills parcel, a distance of 63.87 feet to a point located on the westerly right-of-way line of Wyoming Boulevard;

Thence in a southeast direction along the west right-of-way line of Wyoming Boulevard and a curve to the right having a radius of 409.26 feet, through a central angle of 10°39.23", a distance of 76.12 feet, with a chord bearing of S01°41'03"E, a distance of 76.01 feet to the end of curve;

Thence S03°38'56"W, along the east line of the County Parcel and the west right-of-way line of Wyoming Boulevard, a distance of 140.51 feet to the southeast corner of the parcel being described, located on the south line of the NE¼SW¼ of said Section 7;

Thence S89°17'47"W, along the south line of the County parcel also being the south line of the NE¼SW¼ of said Section 7, a distance of 238.03 feet to the Point of Beginning.

The above described parcel contains 3.16 acres, (137857.06.04 S.F.), more or less, and is subject to all rights-of-way and/or encumbrances, reservations and encroachments which have been legally acquired.

WHEREAS, a report on the proposed de-annexation was prepared by Natrona County, Wyoming, which has been reviewed by the City Planning Department of the City of Mills, Wyoming.

WHEREAS, a report on the proposed de-annexation has been done by City Planning for the City of Mills, Wyoming.

WHEREAS, no objections have been raised in the aforementioned reports and the City Counsel for the City of Mills finds that the de-annexation shall not be a detriment to the City and its residents and is otherwise proper.

NOW THEREFORE, The City Council of the City of Mills, Wyoming, hereby approves the petitions of de-annexation of the aforementioned lands and declares them to be de-annexed from the City of Mills, Wyoming.

PASSED ON FIRST READING the ____ day of _____ 2023

PASSED ON SECOND READING the ____ day of _____ 2023

PASSED, APPROVED AND ADOPTED ON THIRD AND

FINAL READING the ____ day of _____ 2023

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Tim Sutherland, Council

Cherie Butcher, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk



CITY OF MILLS
EST. 1921

704 Fourth Street
P.O. Box 789
Mills, WY 82644

Phone: 307-234-6679
Fax: 307-234-6528

Memorandum

TO: Mills City Council

FROM: Megan Nelms, AICP, City Planner

DATE: September 22, 2023

SUBJECT: 9 Aces Storage – Commercial Site Plan
Lots 1-20, Block 3, Kiskis Addition

Case Number: 23.03 SKC

Summary: The applicant is proposing to locate a commercial storage facility on the property, which is currently being resubdivided into one (1) larger parcel. The business will consist of areas for outdoor storage of licensed, operable vehicles, RV’s, boats, etc. Future plans include construction of various buildings for indoor storage of vehicles, covered parking and mini storage units.

Current Zoning: EB (Established Business) *no change of zoning is requested or required.

Planning Commission Recommendation: At their September 7, 2023, meeting the Planning & Zoning Commission made a “DO PASS” recommendation on the commercial site plan.

Staff Recommendation: Staff recommends APPROVAL of the commercial site plan.

9 Aces Storage

Commercial Site Plan

Planning Commission Meeting
September 7, 2023

City Council Meeting

Applicants: Clinton Miller

Case Number: 23.03 SKC

Agent: Paul Svenson, WLC Engineering & Surveying

Summary: The applicant is proposing to locate a commercial storage facility on the property, which is currently being resubdivided into one (1) larger parcel. The business will consist of areas for outdoor storage of licensed, operable vehicles, RV's, boats, etc. Future plans include construction of various buildings for indoor storage of vehicles, covered parking and mini storage units.

Legal Description: Lots 1-20, Block 3, Kiskis Addition

Location: The property is located just west of Wyoming Blvd. and is bounded by Kiskis Ave to the north, Connie Ave on the south, Delmar St. on the west and Comet St. on the east.

Current Zoning: EB (Established Business)

Adjacent Land Use: North: Kiskis Addition (EB)
South: Reclamation Center Subdivision (ER & PLI)
East: Kiskis Addition (EB)
West: Delmar Addition (EB)

Planning Considerations:

1. Remove the label "Proposed 9 Aces Storage" from the center of the site plan.
2. Provide a lighting plan if any new lighting is proposed to be installed on the parcel.
 - a. Obtain all required building permits for any new lighting installation
3. Show a line legend for the site plan
4. Provide a General Summary table, per item 21 in the Site Plan checklist
5. Show three (3) parking spaces servicing associated with the commercial

business.

- a. Note that future parking areas shall be required at the time of construction covered and indoor storage units.
 6. A six (6) foot privacy fence at least 75% opaque must be installed around the perimeter of the property.
 7. Ensure that any fencing at each corner of the property does not impair the site triangle and utilizes only open chain link fence for fences over 42” in height.
 8. Obtain a sign permit for any on-premise signage.
-

Staff Recommendation:

Staff recommends APPROVAL of the final plat upon all planning considerations being completed.

Planning Commission Recommendation:

City Council Decision:



CITY OF MILLS
APPLICATION FOR SITE PLAN APPROVAL
Pursuant to the City of Mills Zoning Ordinance



City of Mills, Wyoming
704 4th Street (Physical Address)
P.O. Box 789 (Mailing Address)
Mills, Wyoming 82644

Date: _____
Return by: _____
(Submittal Deadline)
For Meeting on: _____

PLEASE PRINT

SINGLE POINT OF CONTACT: Clinton Miller

APPLICANT/PROPERTY OWNER(S) INFORMATION:

Print Owner Name: Clinton Miller and Donelle Miller
Owner Mailing Address: 1770 Sunset Blvd
City, State, Zip: Bar Nunn, WY 82601
Owner Phone: 307-267-6280
Applicant Email: dcRentals11c@outlook.com

AGENT INFORMATION:

Print Agent Name: _____
Agent Mailing Address: _____
City, State, Zip: _____
Agent Phone: _____
Agent Email: _____

PROPERTY INFORMATION:

Subject property legal description (attach separate page if long legal): Kiskis Block 3 lot 1-20 Inc Commercial

Physical address of subject property if available: _____

Size of lot(s) sq. ft/acres: 3.04 acres 310' x 460'

Current zoning: Commercial Current use: Vacant land

Intended use of the property: Boat, Camper enclosed trailers motor home storage

Zoning within 300 feet: _____ Land use within 300 feet: _____

(Future Use: mini storage units Canopy Motor home storage)

ATTACHMENTS (REQUIRED):

1. **Proof of ownership:** _____
(such as deed, title certification, attorney's title opinion)
2. **Seven (7) full sized copies of the Site Plan:** _____
3. **One reproducible 11 x 17 Site Plan hard copy:** _____
4. **One Site Plan electronic copy (pdf):** _____

IF APPLICABLE, INCLUDE:

1. Number of employees on the premises: _____
2. Building occupant loading (if recreational, entertainment, place of assembly, a facility or building of similar nature): _____
3. Number of residential units: _____
4. Number of off-street parking spaces **provided:** _____
5. Number of off-street parking spaces **required:** _____

SIGNATURE(S):

The following owner's signature signifies that all information on this application is accurate and correct to the best of the owner's knowledge; and that the owner has thoroughly read and understands all application information and requirements. [In addition to the owner's signature(s), if an agent of the owner is to be the contact for all communications relating to this application, please have the agent sign below.]

I (We) the undersigned owner(s) of the property described above do hereby make application to the City of Mills as follows:

OWNER Signature Clinton Miller

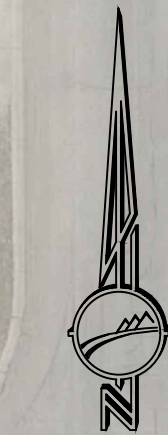
OWNER Signature Donelle Miller

AGENT Signature _____

FEE: \$10.00 per dwelling unit with a \$250.00 minimum and a \$1000.00 maximum; **plus a recordation fee of \$150.00.**

For Office Use Only: Signature verified: _____ Proof of ownership provided: _____ Fee Paid: \$ _____

N:\CLIENT\MILLER, CLINTON\17785-CLINTON MILLER-SIGHT PLAN\SURVEY\DWG\MILLER_SP-2.DWG



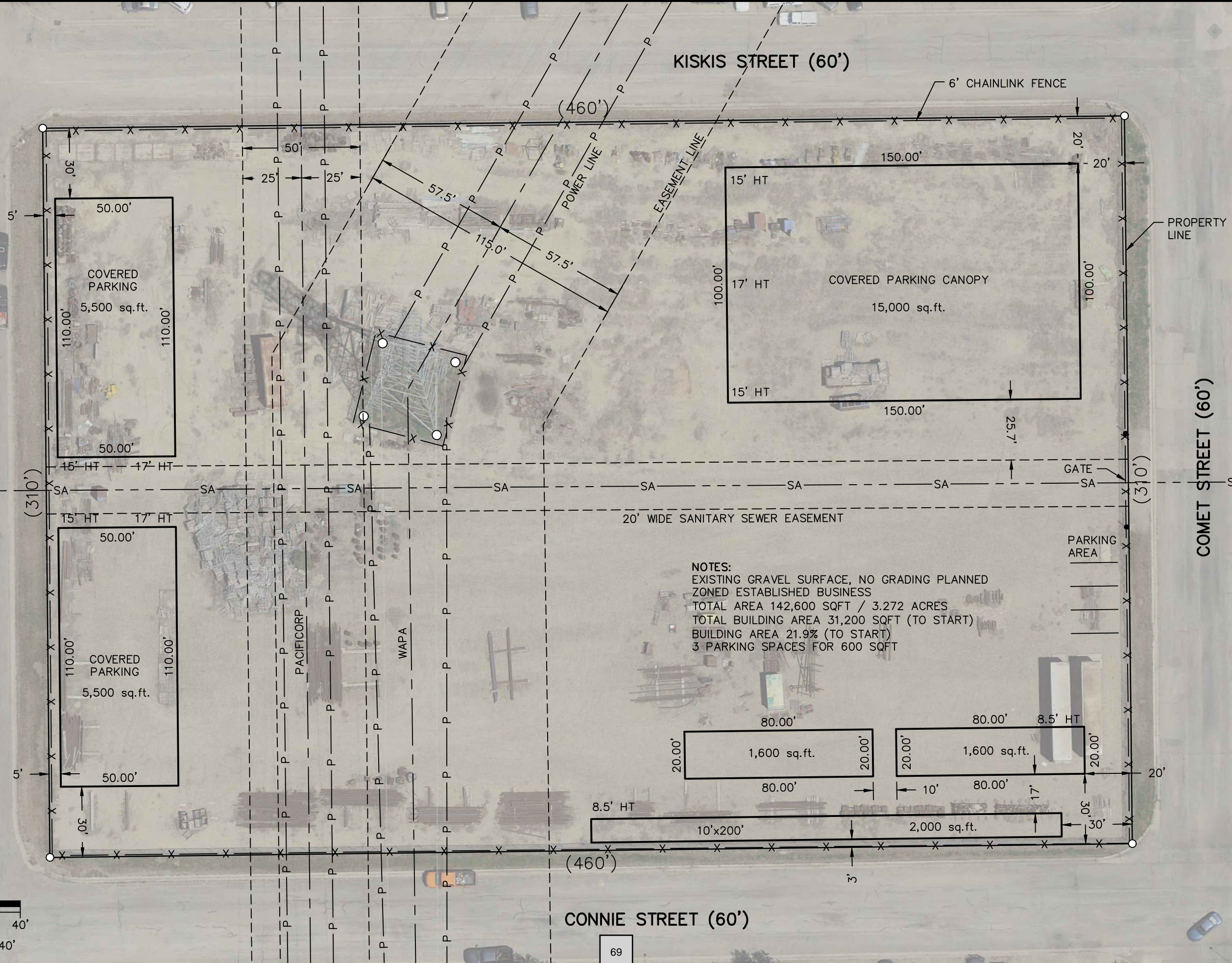
0' 40'
SCALE: 1"=40'

DELMAR STREET (60')

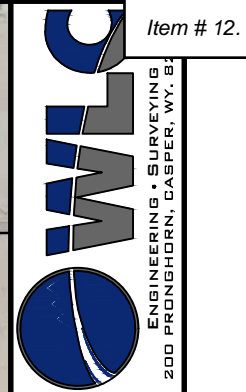
KISKIS STREET (60')

COMET STREET (60')

CONNIE STREET (60')



NOTES:
EXISTING GRAVEL SURFACE, NO GRADING PLANNED
ZONED ESTABLISHED BUSINESS
TOTAL AREA 142,600 SQFT / 3.272 ACRES
TOTAL BUILDING AREA 31,200 SQFT (TO START)
BUILDING AREA 21.9% (TO START)
3 PARKING SPACES FOR 600 SQFT



Item # 12.
Drwg. By: MFJ W.O. No.: 17785
Chk. By: FRS Book No.:
Acad File: MILLER_SP-2
FOR: CLINTON MILLER
1770 SUNSET BLVD
BAR NUNN, WYOMING 82601

REVISIONS

NO.	DESCRIPTION
-----	-------------

SITE PLAN LOCATED IN
9 ACES STORAGE ADDITION
A PORTION OF NE1/4NE1/4, SECTION 12
T.33N., R.80W. OF THE 6TH P.M.
NATRONA COUNTY, WYOMING

SHEET NO.
1 OF 1
DATE:
09-18-23

9 Aces Storage



Mills Zoning Districts	
Mills, DB	Mills, ER: Established Residential
Mills, DI: Developing Industrial	Mills, PLI: Public Land Institutions
Mills, DMH: Developing Mobile Home	Mills, PUD: Planned Urban Development
Mills, DR: Developing Residential	Mills, MSR: Mixed Sized Residential
Mills, EB: Established Business	Mills, MU: Mixed Use
Mills, EI: Established Industrial	Mills, UA: Urban Agriculture
	Mills, UR: Urban Agriculture Residential

Resolution No. 2023-36

A RESOLUTION FOR APPROVAL OF A SITE PLAN FOR A PROPOSED COMMERCIAL STORAGE LOT, LOCATED WITHIN BLOCK 3, KISKIS ADDITION, TO BE KNOWN AS 9 ACES STORAGE, CITY OF MILLS, WYOMING

WHEREAS, the City of Mills is a municipal corporation under the laws of the State of Wyoming; and

WHEREAS, the Clinton & Donelle Miller are the owners of Lots 1-20, Block 3, Kiskis Addition, City of Mills; and

WHEREAS, Clinton Millers has submitted a site plan for a proposed commercial storage lot, located within an EB (Established Business) Zoning District; and

WHEREAS, the City Staff and Utility Providers have reviewed the information submitted and found the Site Plan complies with the City of Mills Zoning Regulations and requirements; and

WHEREAS, at a meeting on September 7, 2023, the Mills Planning and Zoning Board forwarded a “Do Pass” recommendation to the City Council for approval of the site plan; and

THEREFORE, BE IT RESOLVED, the Mills City Council considered the application and recommendations of staff and the Planning & Zoning Board at a Council meeting held on September 26, 2023, and approved a request to allow the proposed commercial storage lot on Lots 1-20, Block 3, Kiskis Addition, City of Mills, Wyoming with the following conditions:

1. All planning consideration shall be met.
2. That prior to obtaining building permits to construct, Clinton Miller signs a Site Plan Agreement which will be recorded with the Natrona County Clerk’s Office stating construction will comply with all design provisions as shown on the Site Plan and any other improvements required by the City of Mills.
3. That Clinton Miller obtains all required building permits and complies with all Mills Code and inspection requirements and State and Federal regulations.
4. Prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the City Planner, City Engineer, Public Works Director, Fire Inspector and Building Inspector.

PASSED, APPROVED AND ADOPTED THIS 26th DAY OF SEPTEMBER 2023.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Cherie Butcher, Council

Tim Sutherland, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk



CITY OF MILLS
EST. 1921

704 Fourth Street
P.O. Box 789
Mills, WY 82644

Item # 13.

Phone: 307-234-6679
Fax: 307-234-6528

Memorandum

TO: Mills City Council

FROM: Megan Nelms, AICP, City Planner

DATE: September 22, 2023

SUBJECT: 9 Aces Storage – Final Plat
Lots 1-20, Block 3, Kiskis Addition

Case Number: 23.06 FSP

Summary: The applicant is proposing to resubdivide lots 1-20, Block 3, Kiskis Addition to create one (1) 3.27-acre lot. A 20’ general utility easement is being dedicated to provide for a sanitary sewer main which runs through the center of the parcel from east to west. Two (2) electrical easements for PacifiCorp and WAPA, respectively, also cross the property from north to south.

Current Zoning: EB (Established Business) *no change of zoning is requested or required.

Planning Commission Recommendation: At their September 7, 2023, meeting the Planning & Zoning Commission made a “DO PASS” recommendation on the resubdivision request.

Staff Recommendation: Staff recommends APPROVAL of the resubdivision plat.

9 Aces Storage

Final Plat

Planning Commission Meeting
September 7, 2023

City Council Meeting

Applicants: Clinton Miller

Case Number: 23.06 FSP

Agent: Paul Svenson, WLC Engineering & Surveying

Summary: The applicant is proposing to resubdivide lots 1-20, Block 3, Kiskis Addition to create one (1) 3.27-acre lot. A 20’ general utility easement is being dedicated to provide for a sanitary sewer main which runs through the center of the parcel from east to west. Two (2) electrical easements for PacifiCorp and WAPA, respectively, also cross the property from north to south.

Legal Description: Lots 1-20, Block 3, Kiskis Addition

Location: The property is located just west of Wyoming Blvd. and is bounded by Kiskis Ave to the north, Connie Ave on the south, Delmar St. on the west and Comet St. on the east.

Current Zoning: EB (Established Business) *no change of zoning is requested or required.

Existing Land Use: The property was previously being used for storage of various materials.

Adjacent Land Use: North: Kiskis Addition (EB)
South: Reclamation Center Subdivision (ER & PLI)
East: Kiskis Addition (EB)
West: Delmar Addition (EB)

Planning Considerations:

1. In the notary block for Clinton’s signature, it says “Clifton F. Miller”
2. Remove the “attest” label on the Mayor’s signature in the City Approvals signature block.
3. Provide the distance on the south side of the utility easement to the lot corner on each end of the parcel.

Staff Recommendation:

Staff recommends APPROVAL of the final plat upon all planning considerations being completed.

Planning Commission Recommendation:

City Council Decision:



CITY OF MILLS
APPLICATION FOR PLAT/REPLAT
Pursuant to the City of Mills Zoning Ordinance



City of Mills, Wyoming
704 4th Street (Physical Address)
P.O. Box 789 (Mailing Address)
Mills, Wyoming 82644

Date: 8-24-23
Return by: (Submittal Deadline)
For Meeting on:

PLEASE PRINT

SINGLE POINT OF CONTACT:

APPLICANT/PROPERTY OWNER(S) INFORMATION:

Print Owner Name: Clinton Miller
Owner Mailing Address: 1770 Sunset Blvd.
City, State, Zip: Bar Nunn, WY 82601
Owner Phone: 307-267-6280
Applicant Email: dcfrentalsllc@outlook.com

AGENT INFORMATION:

Print Agent Name:
Agent Mailing Address:
City, State, Zip:
Agent Phone:
Agent Email:

PROPERTY INFORMATION:

Subject property legal description (attach separate page if long legal): Lots 1-20 inclusive, Block 3, Kiskis Addition

Physical address of subject property if available: Surrounded by Kiskis, Comet, Connie and Delmar Streets.

Size of lot(s) 50'x145', 3.33 acres +/- total sq. ft/acres:

Current zoning: Established Business Current use: Vacant

Intended use of the property: Storage rental on the entire parcel.

Zoning within 300 feet: EB W-N+E, ER S, PLI SW Land use within 300 feet:

ATTACHMENTS (REQUIRED):

- 1. Proof of ownership: QCD 1141944 (such as deed, title certification, attorney's title opinion)
2. Seven (7) full sized copies of the plat/replat:
3. One reproducible 11 x 17 plat/replat hard copy:
4. One plat/replat electronic copy (pdf):

RIGHT-OF-WAY / EASEMENT INFORMATION:

Right-of-Way / Easement Location: WAPA and PacifiCorp power lines north-south west half, City of Mills sanitary sewer east-west down alley
(Example: along west property line, running north & south)

Width of Existing Right-of-Way / Easement: 20' wide alley Number of Feet to be Vacated: 460'

Please indicate the purpose for which the Right-of-Way / Easement is to be vacated / Abandoned
Proposing to vacate the alley and give a 20' easement for the sanitary sewer

SIGNATURE(S):

The following owner's signature signifies that all information on this application is accurate and correct to the best of the owner's knowledge; and that the owner has thoroughly read and understands all application information and requirements. [In addition to the owner's signature(s), if an agent of the owner is also to be notified and/or contacted for all communications relating to this application, please have the agent sign below.]

I (We) the undersigned owner(s) of the property described above do hereby make application to the City of Mills as follows:

To replat Lots 1-20, Block 3, Kiskis Addition to the City of Mills into a single lot with the current 20' alley being vacated.

OWNER Signature Clinton Miller

OWNER Signature _____

AGENT Signature _____

FEES (Plat/Replat): \$10.00 per lot (\$250.00 minimum and a \$1,000.00 maximum), **plus \$150.00 recording fee.**

For Office Use Only: Signature verified: _____ Proof of ownership provided: _____ Fee Paid: \$ _____

PLAT OF
"9 ACES STORAGE"
 TO THE CITY OF MILLS, WYOMING
 A SUBDIVISION OF PORTIONS OF
 THE NE1/4NE1/4, SECTION 12
 TOWNSHIP 33 NORTH, RANGE 80 WEST
 SIXTH PRINCIPAL MERIDIAN
 NATRONA COUNTY, WYOMING

BEING A VACATION AND REPLAT OF A 20 FOOT
 WIDE ALLEY AND LOTS 1-20, BLOCK 3, KISKIS
 ADDITION, A SUBDIVISION LOCATED IN AND BEING
 A PORTION OF
 THE NE1/4NE1/4, SECTION 12
 TOWNSHIP 33 NORTH, RANGE 80 WEST
 SIXTH PRINCIPAL MERIDIAN
 NATRONA COUNTY, WYOMING

DEDICATION STATEMENT

Clinton F. Miller and Donelle M. Miller do hereby certify that they are the owners and proprietors of the foregoing vacation and replat of Lots 1-20, Block 3, Kiskis Addition, a subdivision located in and being a portion of the NE1/4NE1/4, Section 12, Township 33 North, Range 80 West of the Sixth Principal Meridian, Natrona County, Wyoming and being more particularly described by metes and bounds as follows:

Beginning at the northeasterly corner of the Parcel being described and a point in the southerly right of way line of Kiskis Street and a point in the westerly right of way line of Comet Street; thence from said Point of Beginning and along the easterly line of said Parcel and the westerly line of said Comet Street, S0°36'48"E, 309.38 feet to the southeast corner of said Parcel and a point in and intersection with the northerly right of way line of Connie Street; thence along the southerly line of said Parcel and the northerly line of said Connie Street, S89°16'02"W, 460.39 feet to the southwest corner of said Parcel and a point in and intersection with the easterly right of way line of Delmar Street; thence along the westerly line of said Parcel and the easterly line of said Delmar Street, N0°33'45"W, 309.99 feet to the northwest corner of said Parcel and a point in and intersection with the southerly right of way line of said Kiskis Street; thence along the northerly line of said Parcel and the southerly line of said Kiskis Street, N89°20'37"E, 460.11 feet to said Point of Beginning and containing 3.272 acres, more or less, as set forth by the plat attached and made a part hereof.

Said Parcel being subject to any and all reservations, easements and rights-of-way of record or as may otherwise exist. The vacation, replat and subdivision of the foregoing described lands as appears on this plat is with the free consent, and in accordance with the desires of the undersigned owners and proprietors. The name of said subdivision shall be known as "9 ACES STORAGE" to the City of Mills, Wyoming. All streets as shown hereon have previously been dedicated to the use of the public and easements as shown hereon are hereby dedicated to the use of public and private utility companies for purposes of construction, operation and maintenance of utility lines, conduits, ditches drainage and access.

CLINTON F. MILLER AND DONELLE M. MILLER
 1770 SUNSET BOULEVARD
 BAR NUNN, WY 82601

CLINTON F. MILLER

CLINTON F. MILLER, OWNER

STATE OF WYOMING }
 COUNTY OF NATRONA } SS

The foregoing instrument was acknowledged before me by Clinton F. Miller, Owner this _____ day of _____, 20__.

Witness my hand and official seal.

My commission expires: _____

NOTARY PUBLIC

DONELLE M. MILLER

DONELLE M. MILLER, OWNER

STATE OF WYOMING }
 COUNTY OF NATRONA } SS

The foregoing instrument was acknowledged before me by Donelle M. Miller, Owner this _____ day of _____, 20__.

Witness my hand and official seal.

My commission expires: _____

NOTARY PUBLIC

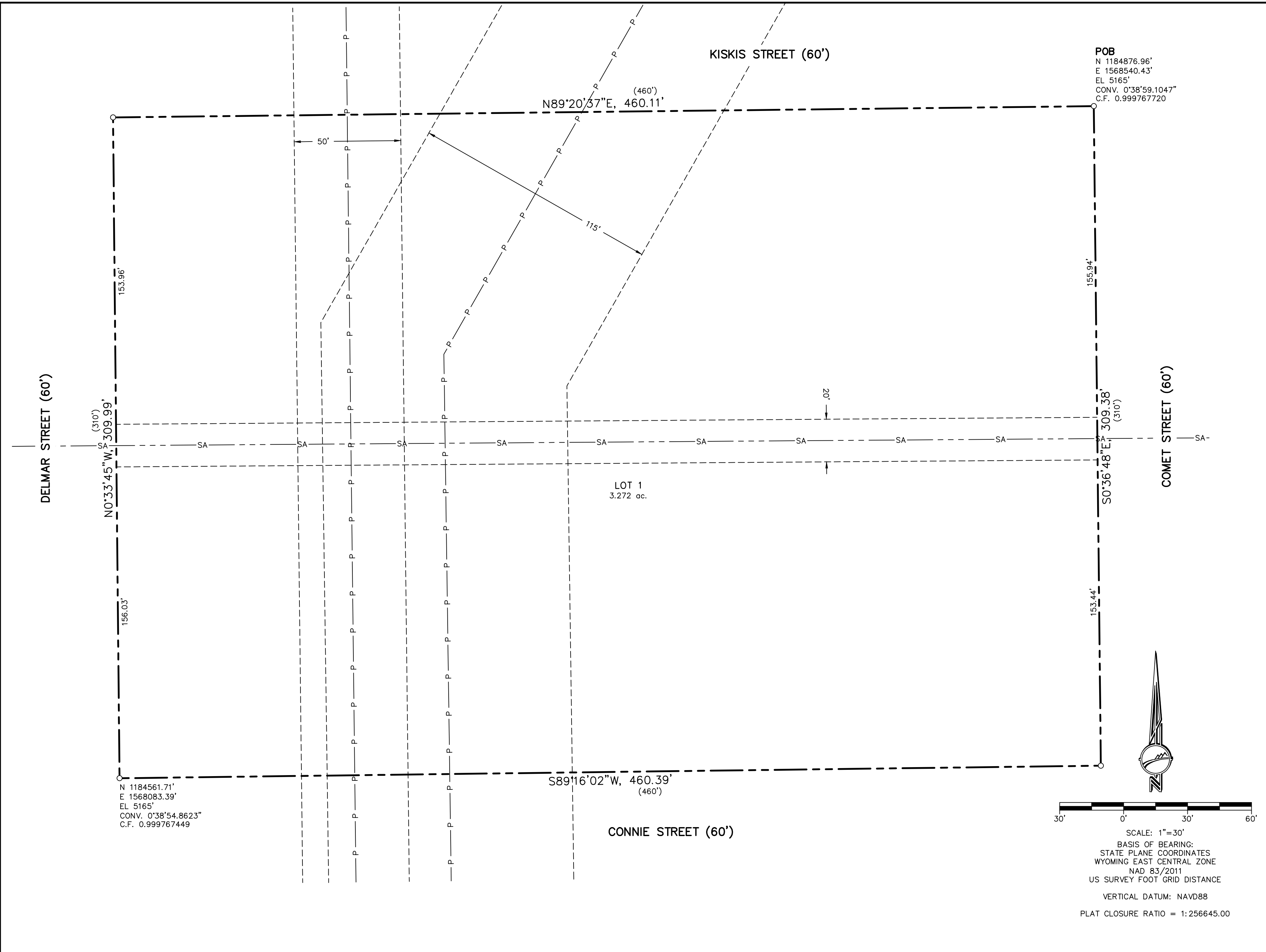
APPROVALS

Approved by the City Council of the City of Mills, Wyoming by Ordinance No. _____ duly passed, adopted and approved this _____ day of _____, 20__.

Attest: City Clerk _____ Mayor _____

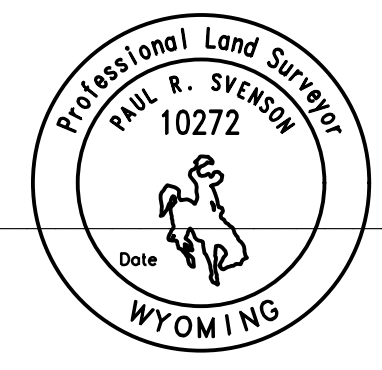
Inspected and approved this this _____ day of _____, 20__.

City Engineer _____



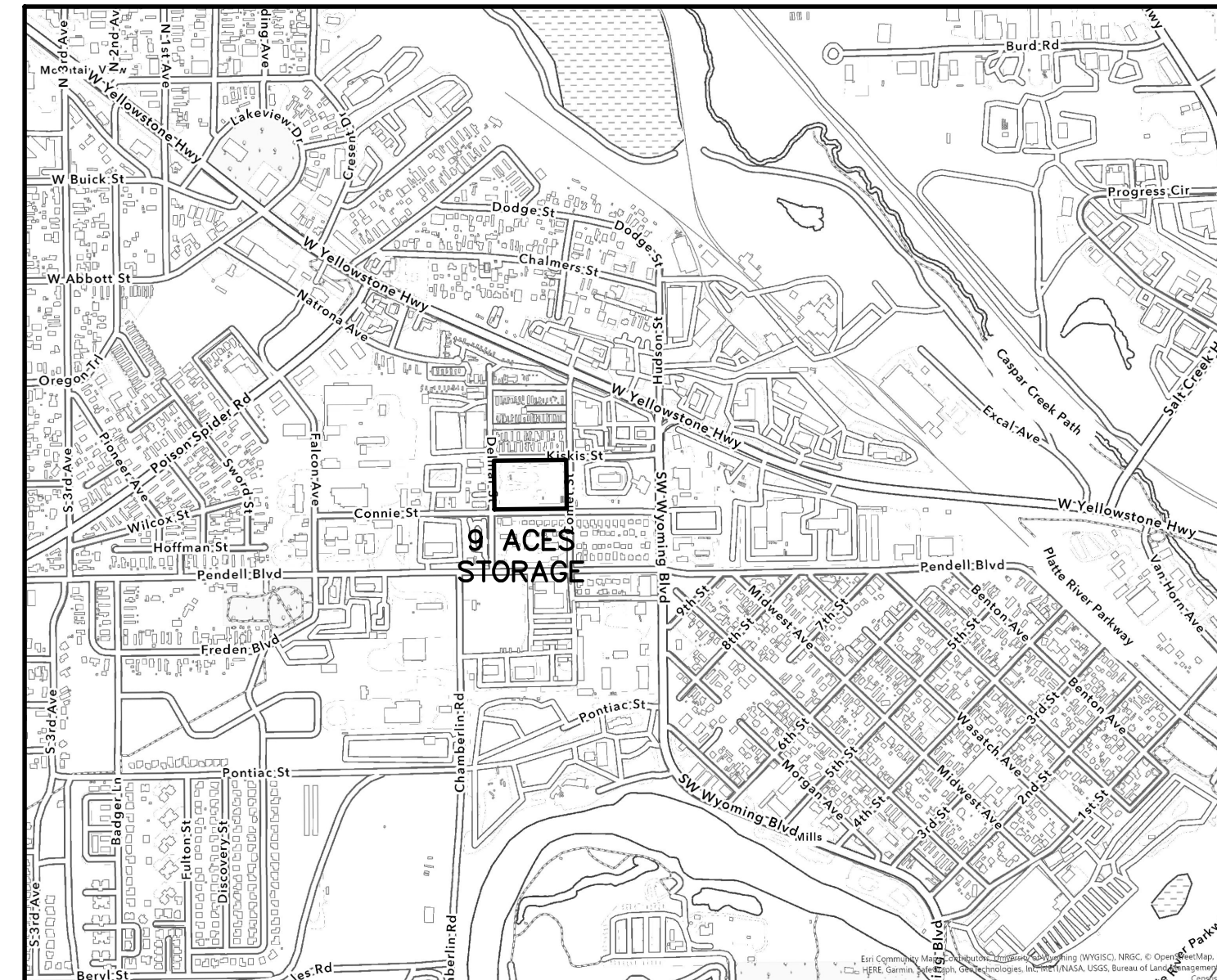
SURVEYORS CERTIFICATE

I, Paul R. Svenson, a Professional Land Surveyor, 10272, do hereby certify that this plat was made from notes taken during an actual survey made by me or under my direct supervision during the month of August, 2023 and that this plat, to the best of my knowledge and belief, correctly and accurately represents said survey.



LEGEND

- RECOVERED BRASS CAP (0.00')
- MEASURED
- PARCEL BOUNDARY
- - - EASEMENT
- P - P - P POWERLINE
- SA - SANITARY SEWER



VICINITY MAP
 SCALE: 1"=1000'



ENGINEERING • SURVEYING
 200 PRONGHORN, CASPER, WY. 82601
 W.O. NO. 17785 DATE: 09-18-23 FILE NAME: MILLER_STORAGE2

9 Aces Storage



Mills Zoning Districts	
Mills, DB	Mills, ER: Established Residential
Mills, DI: Developing Industrial	Mills, PLI: Public Land Institutions
Mills, DMH: Developing Mobile Home	Mills, PUD: Planned Urban Development
Mills, DR: Developing Residential	Mills, MSR: Mixed Sized Residential
Mills, EB: Established Business	Mills, MU: Mixed Use
Mills, EI: Established Industrial	Mills, UA: Urban Agriculture
	Mills, UR: Urban Agriculture Residential

QUITCLAIM DEED

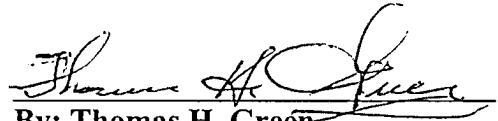
Green Family, LLC, a Wyoming limited liability company (“Grantor”), for and in consideration of Ten Dollars (\$10.00) and other good and valuable consideration in hand paid, receipt whereof is hereby acknowledged, **CONVEYS AND QUITCLAIMS** to **Clinton F. Miller and Donelle M. Miller**, husband and wife (“Grantee”), whose mailing address is 1770 Sunset Blvd, Bar Nunn, WY 82601, all of Grantor’s right title and interest in and to the following described real estate located in Natrona County, Wyoming, hereby releasing and waiving all rights under and by virtue of the homestead exemption laws of the State, to-wit:

ALL OF BLOCK 3, KISKIS ADDITION, TOWN OF MILLS, NATRONA COUNTY, WYOMING

together with all rights, property and interests appurtenant thereto, including without limitation, all buildings, improvements and fixtures located on the real estate, and all easements and rights-of-way pertaining thereto, but subject to all rights-of-way, easements, exceptions, reservations, conditions, covenants and restrictions presently of record, the provisions of which touch and concern, or pertain to, the above-described real estate.

IN WITNESS WHEREOF, Grantor executes this instrument this 7th day of July, 2023.

Green Family, LLC



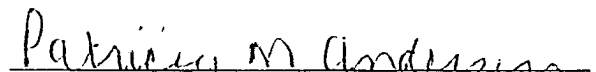
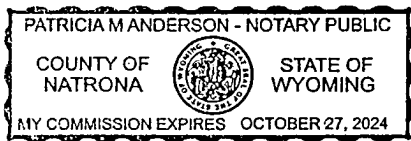
By: Thomas H. Green

Title: Manager

STATE OF WYOMING)
ss:
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me this 7th day of July, 2023, by **Thomas H. Green**, the manager of and on behalf of Green Family LLC.

(Seal)


Notary Public

My Commission Expires: October 27, 2024



7/7/2023 4:11:50 PM

NATRONA COUNTY CLERK

Pages: 1

Tracy Good
Recorded: SA
Fee: \$12.00
THOMAS GREEN

79 **41944**

Resolution No. 2023-37

A RESOLUTION FOR 9 ACES STORAGE, A VACATION AND REPLAT OF LOTS 1-20, BLOCK 3, KISKIS ADDITION, CITY OF MILLS

WHEREAS, the City of Mills is a municipal corporation under the laws of the State of Wyoming; and

WHEREAS, Clinton and Donelle Miller are the owner of Lots 1-20, Block 3, Kiskis Addition; and

WHEREAS, said owner has petitioned the City of Mills to vacate and replat said property as 9 Aces Storage, City of Mills; and

WHEREAS, said plat was modified to satisfactorily address requests and requirements made by City Staff and Utility Providers; and

WHEREAS, said plat complies with City of Mills subdivision standards; and

WHEREAS, said plat complies with the minimum lot size and lot width requirements for the Established Business Zoning District; and

WHEREAS, the Planning & Zoning Board met on September 7, 2023, and forwarded a “Do Pass upon completion of all planning considerations” recommendation for said plat to the City Council.

THEREFORE, BE IT RESOLVED, the Mills City Council considered the application and recommendations of staff and the Planning & Zoning Board at a Council meeting held on September 26, 2023, and approved 9 Aces Storage, a vacation and replat of Lots 1-20, Block 3, Kiskis Addition, City of Mills.

1. All planning consideration shall be met.
2. Upon City Council approval, a “Final Plat” will be provided to the City of Mills for recordation with the Natrona County Clerk’s Office.

PASSED, APPROVED AND ADOPTED THIS 26th DAY OF SEPTEMBER, 2023.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Cherie Butcher, Council

Tim Sutherland, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk