

**REGULAR CITY COUNCIL
MEETING**

December 10, 2024

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 11-26-24

City Licenses

- [2.](#) New and Renewal Business and Contractor Licenses

Financial Approvals

- [3.](#) Financial Breakdown
- [4.](#) ACH Transactions
- [5.](#) Transmittal Transactions
- [6.](#) Regular / Police Payroll 11-18-24 to 12-1-24
- [7.](#) Fire Payroll 11-15-24 to 11-26-24

OPEN DISCUSSION

ORDINANCES AND RESOLUTIONS

- [8.](#) **Resolution No 2024-40**

A RESOLUTION ADOPTING THE 2024 WYOMING REGION 2 HAZARD MITIGATION PLAN

EXECUTIVE SESSION

9. Executive Session - Legal
10. Executive Session - Property Matter

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - December 23, 2024 at 6:00pm / January 14, 2025 at 7:00pm

NEXT WORK SESSION - January 13, 2025 at 9:00am / January 14, 2025 at 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**
November 26, 2024
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

Mayor called the meeting to order at 7:00 pm

ROLL CALL

Present: City
Mayor Juarez
President McCarthy
Council Butcher
Council Neumiller
Council Sutherland

APPOINTMENT

1. Swear In - Nathan Romrell – Treasurer

The City Clerk swore in Nathan Romrell as the new Treasurer.

PUBLIC HEARINGS

Mayor closed the Council Meeting at 7:04 pm

Mayor opened the Public Hearing for Zoning Map at 7:04 pm

2. Public Hearing Zoning Map

Mayor Juarez declared the Public Hearing open for consideration for the proposed Zoning Map. The hearing will be conducted in accordance with state statute, Mills Council Procedures and other applicable laws. The hearing has been set and advertised in accordance with the statutes. The Mayor asked those individuals who wish to address council on this issue to approach the lectern and state your name and for the record. The Mayor requested a report from staff. The City Planner Megan Nelms explained the city adopted their Land Development Regulations (Title 17) back in July. We did an update of the official city Zoning Map with the new district names and district categories. The previous zone districts were generically named and broad. The hearing will be conducted in accordance with state statute, Mills Council Procedures and other applicable laws. The hearing has been set and advertised in accordance with the statutes. The Mayor asked those individuals who wish to address council on this issue to approach the lectern and state your name and for the record. The Mayor requested a report from staff. The City Planner Megan Nelms came forward. The new code has more specific zone districts along with better defined intents and purposes for each district. Staff has spent considerable time reviewing the previous zoning map to ensure that properties were placed into districts with the same permitted uses as previous districts under the old Title 17. The Mayor asked three times if there was anyone in the audience who wishes to speak in favor of this item. The Mayor asked three times if anyone wishes to speak in opposition of this item. There being no others to speak for or against this item, The Mayor declared the public hearing closed at 7:06pm.

Mayor opened the Public Hearing for Hansen Deviation/Variance for 306 SW Wyoming Blvd at 7:06 pm

3. Public Hearing: Hansen Deviation/Variance for 306 SW Wyoming Blvd.

Mayor Juarez declared the Public Hearing open for consideration for the request is for a Deviation/Variance to require 5 foot side yard setback in the C1 General Commercial Zone District for property legally described as portion of Lots 1 and 2, Block 5, Kiskis Subdivision, also known as 306 Southwest Wyoming Boulevard. The hearing has been set and advertised in accordance with the statues. The Mayor asked those individuals who wish to address council on this issue to approach the lectern and state your name and for the record. The Mayor requested a report from staff. The City Planner, Megan Nelms, explained that the request is for a Deviation to the minimum side yard setback for a commercial structure located at 306 SW Wyoming Blvd. The zoning of the subject property is C-1 (General Commercial District), which establishes a minimum side-yard setback of 5 feet. The deviation request is for an additional work bay to be added onto the west side of the existing commercial building, which would encroach on the side yard setback, requiring a deviation of 5 feet. Deviations are not intended to be granted frequently. The applicant must clearly show that the request is due to very unusual characteristics of the property and that it satisfies the deviation standards. Evaluation of an applicable special circumstance is a matter to be determined from the facts and specifics of each application.

A deviation may be approved after considering the following criteria:

- 1. The proposed development is compatible with existing and proposed or expected land uses in the surrounding area.
- 2. The deviation results in the creation of project amenities that would not be available through strict adherence to the Regulations (e.g. additional open space, protection of natural resources, improved pedestrian connectivity, etc.).
- 3. Granting the deviation would not adversely affect the interests of the public or the interests of residents and property owners in the vicinity of the subject property.
- 4. The deviation is the minimum required or needed for customary enjoyment of the property.

At the November 7, 2024 Planning and Zoning commission did recommend denial of this deviation request. After reviewing the criteria to be considered when evaluating a deviation request, the applicant has not provided clear evidence of special circumstances that would unreasonably prevent him from using his property for a permitted purpose. Staff recommends the denial of the variance request.

The Mayor asked if council had any questions. The Mayor asked if there was anyone in the audience who wishes to speak in favor of this item. Pete Maxwell (applicant) came forward. They are seeking a deviation to build a fourth work bay. The way the land is set up now, they do not have the room to build the fourth work bay to extend their options of service. They reached out to Mr. Devore who owns the south, north, and west properties on the market. They looked into buying the properties to put a second Peach’s location and also to add on to Hansen. Mr. Devore responded that he wanted to sell all the properties including the Peterbilt building, or nothing. All the property surrounding them is priced at \$4 million plus. Mr. Maxwell stated that price is too much and they cannot make that purchase. Once the lots north and south of their location hit the market, they called Mr. Devore again and he stated again that he wanted to sell all or nothing. They would not piece it off. After meeting with the Planning and Zoning commission, they reached out to Mr. Devore personally and asked if he would do a minor boundary adjustment or purchase 5 feet of his property. He has reached out a few times, got him on the phone once, but has not heard from him since. The Mayor asked if they acquire the 2 little portions to the south, could they make their building L-shaped and do the base. Mr. Maxwell responded yes, if he is willing to sell that portion to the south. Right now they are kind of landlocked with the situation. Council Member Neumiller asked when the last time he spoke with Mr. Devore. Mr. Maxwell stated it was last Tuesday and he was in the process of doing some kind of sellout with his current company and he was super busy. Mr. Devore said he would call back Friday. Mr. Maxwell never received a call, he left a voicemail with Mr. Devore. The

Mayor asked two times if there was anyone in the audience who wishes to speak in favor of this item. . The Mayor asked three times if anyone wishes to speak in opposition of this item. There being no others to speak for or against this item, The Mayor declared the public hearing closed at 7:14pm.

Mayor opened the Regular Council Meeting at 7:14pm

CONSENT AGENDA

Minutes

- 4. Council Meeting Minutes 11-12-24

City Licenses

- 5. New and Renewal Business/Contractor Licenses

Financial Approvals

- 6. Financial Breakdown
- 7. ACH Transactions
- 8. Transmittal Transactions
- 9. Regular / Police Payroll 11-4-24 to 11-17-24
- 10. Fire Payroll 11-3-24 to 11-14-24

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

OPEN DISCUSSION

Bridget Heron – 945 South Fifth – Came in to discuss payment arrangements on her water bill. She is currently making \$140/week starting next Wednesday. She was requesting to pay \$40/week until her bill is caught up. The Mayor asked what the monthly bill average for her account. Ms. Heron responded that it was \$72. President McCarthy asked how much she owes now. Ms. Heron respond \$160 something. She added that she is expecting a bonus check next month from Keyhole. The Mayor pointed out that the reason why arrangements need to be made through council is because the only council can forgive or arrange debt payments. The front office is not allowed to make arrangements. The Mayor is okay with making an arrangement, put a note on her account to not shut off for two-three months. President McCarthy would like the arrangements to be a one-time thing. Ms. Heron agreed and understands. The Mayor confirmed we would make a note on her water account. Ms. Heron will bring in \$40 each Thursday until caught up.

COUNCIL APPROVALS

- 11. Zoning Map

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

12. Hansen Deviation/Variance for 306 SW Wyoming Blvd

The Mayor asked for a motion to table this item. Motion made by Council Member Butcher to table, Seconded by Council President McCarthy,

Council Member Sutherland voted Nah, City Attorney clarified that the motion was only to table the item.

Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Butcher, and Council Member Neumiller, Council Member Sutherland

EXECUTIVE SESSION

Mayor asked for a motion to go into an Executive Session Personnel at 7:22 pm.

Motion made by Council Member Neumiller, Seconded by Council Member Sutherland.

Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, and Council Member Butcher

13. Executive Session – Personnel

Council returned from executive session at 7:38 pm

Council Member Butcher makes a motion to convey the rejection of an offer in a legal matter, Seconded by Council President McCarthy. Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, and Council Member Butcher

14. Executive Session – Legal

Mayor asked for a motion to go into an Executive Session Personnel at 7:38 pm.

Motion made by Council Member Neumiller, Seconded by Council Member Sutherland.

Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, and Council Member Butcher

Council returned from executive session at 7:59 pm

No action is required.

ADJOURNMENT

Council Member Neumiller as for a motion to adjourn Council Meeting at 7:28pm, Seconded by Council Member Butcher.

Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, and Council Member Butcher

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - December 10, 2024 at 7:00 pm / December 23, 2024 at 6:00 pm

NEXT WORK SESSION - December 9, 2024 at 9:00 am / December 10, 2024 at 6:00 pm

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, Sarah Osborn



CITY OF MILLS
EST. 1921

**APPLICATION FOR
Business License**

A Business License is required for ANY business to operate within the City of Mills, a Business License Application must be completed. Incomplete applications shall be returned.

License #: 9948

Date: 12/3/24

New Business Change of Ownership Change of Location Renewal Expired

GENERAL INFORMATION

Name of Business: Western Sign and Design LLC

Physical Address: 4981 Highway St. Mills WY ~~82644~~ 82604
Street City State Zip

Mailing Address: 680 E. Collins Dr. Casper WY 82601
Street City State Zip

Business Phone Number: 307-234-5029 WY Tax ID Number: 82-1952953

Email Address: accounting@westernsignwyo.com Website: westernsignwyo.com

Description of Business: sign design, manufacturing, service and installation

APPLICANT INFORMATION

Applicant Name: Ali Gilbert Phone Number: 307-234-5029

Mailing Address: 680 E Collins Dr Casper WY 82601
Street City State Zip

I certify that the above information is correct and true to the best of my knowledge.

Applicants Signature:

There will be a fire inspection fee to be paid at the time the License is issued.

Businesses that qualify for a Self-Assessment Fire Inspection	\$45.00
Businesses between 1-5,000 Sq. Feet	\$75.00
Businesses between 5,001-10,000 Sq. Feet	\$125.00
Businesses greater than 10,000 Sq. Feet	\$250.00
Businesses with Fire Alarm, Sprinkler System or Hood Suppression	+ \$50.00

Return completed form to:
Mills City Hall
720 4th Street
307-234-6679

OFFICE USE ONLY
This license was / was not
Granted at a meeting of the Mills
City Council on the _____
Attest _____



A Business License is required for ANY business to operate within the City of Mills, a Business License Application must be completed. Incomplete applications shall be returned.

License #: 9674

Date: 12/4/24

New Business Change of Ownership Change of Location Renewal Expired

GENERAL INFORMATION

Name of Business: Once Again The Plant Station

Physical Address: 4805 Highway Mills Wyo 82648
Street City State Zip

Mailing Address: 4650 S. 12 mile Rd Casper Wyo 82609
Street City State Zip

Business Phone Number: 307-267-6388 WY Tax ID Number: _____

Email Address: plantstation@yahoo.com Website: _____

Description of Business: garden gift shop

APPLICANT INFORMATION

Applicant Name: Jacklyn Kossert Phone Number: 267-6388

Mailing Address: 4650 S. 12 mile Rd Casper Wyo 82609
Street City State Zip

I certify that the above information is correct and true to the best of my knowledge.

Applicants Signature: Jacklyn Kossert

There will be a fire inspection fee to be paid at the time the License is issued.

Businesses that qualify for a Self-Assessment Fire Inspection	\$45.00
Businesses between 1-5,000 Sq. Feet	\$75.00
Businesses between 5,001-10,000 Sq. Feet	\$125.00
Businesses greater than 10,000 Sq. Feet	\$250.00
Businesses with Fire Alarm, Sprinkler System or Hood Suppression	+ \$50.00

PAID
DEC - 2 2024

Return completed form to:
Mills City Hall
704 4th Street
Po Box 789
Mills, WY 82644
307-234-6679

OFFICE USE ONLY
This license was / was not
Granted at a meeting of the Mills
City Council on the _____
Attest: _____



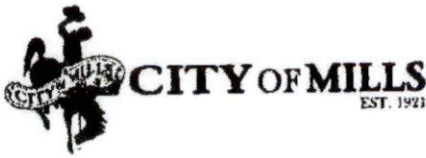
Council Meeting: December 10, 2024

New Contractor Licenses

<i>Business Name</i>		<i>Insurance</i>	<i>Contractor ID</i>
9947	Yellowstone Post Frame LLC	N/A	Yes

Renewal Contractor Licenses

<i>Business Name</i>		<i>Insurance</i>	<i>Contractor ID</i>
1139	Air Comfort Complete Inc	N/A	Yes
9550	Dave Loden Construction Inc.	N/A	Yes



APPLICATION FOR Contractor License

Item #2.

A Contractor License is required for ANY Contractor doing work within the City of Mills, a Contractor's License Application must be completed. Incomplete applications shall be returned.

License #: 9947

Date: 11-25-24

- New License
- Renewal License
- Expired License

GENERAL INFORMATION

Name of Business: Yellowstone Post Frame LLC

Physical Address: 2707 Bighorn Ave Cody WY 82414
Street City State Zip

Mailing Address: P.O. Box 1510 Cody WY 82414
Street City State Zip

Business Phone Number: 307-254-8284 Cell Number: _____

Email Address: yellowstonepostframe@gmail.com Website: yellowstonepostframe.com

License Classifications: General Contractors License

LICENSE ISSUED BY

- City of Mills
- City of Casper
- Natrona County
- State of Wyoming
- Other

A copy of all licenses must be attached to this application

APPLICANT INFORMATION

Applicant Name: Rich Yoder Phone Number: 307-254-8931

Mailing Address: P.O. Box 1510 Cody WY 82414
Street City State Zip

I certify that the above information is correct and true to the best of my knowledge.

Applicants Signature: Rich Yoder

There will be a \$35.00 License fee to be paid at the time the license is issued

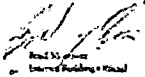
Return completed form to:
Mills City Hall
720 4th Street
307-234-6679

OFFICE USE ONLY
 This license was / was not
 Granted at a meeting of the Mills
 City Council on the _____
 Attest _____



GIIB-1

Building Department



This is to certify that

**Yellowstone Post
Frame**

Can perform work in Natrona County as

This license expires:

December 31, 2025

Must be carried on person. Good only when signed by the Building Official



CITY OF CODY, WYOMING

Contractor License

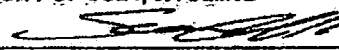
Number: 2126
SPECIALTY CONTRACTOR - IRC
FRAMING/SIDING/ROOFING/DRYWALL

KNOW ALL MEN BY THESE PRESENTS, that, pursuant to and under the laws of the State of Wyoming and the Ordinances of the City of Cody, Wyoming this license is granted to conduct and operate within the corporate limits of the City of Cody, Wyoming. This license is granted under and especially subject to the provisions and conditions of Ordinance Title 9 Chapter 3 and is good until the date stated below unless previously revoked or suspended in accordance with the provisions of said Ordinance.

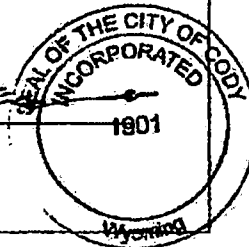
IN WITNESS WHEREOF the Council of the City of Cody has caused this certificate to be executed and sealed on this date of 11/20/2024

Issued To: YELLOWSTONE POST FRAME
P.O. BOX 1510
CODY WY 82414

CITY OF CODY, WYOMING


Authorized Signature

Valid Through: 12/31/2025





City of Mills
704 4th St. | PO Box 789
Mills, WY 82644
(307) 234-6679
info@millswy.gov

XBP Confirmation Number: 216053495

▶ Transaction detail for payment to City of Mills.		Date: 11/25/2024 - 8:50:28 AM MT	
Transaction Number: 231135299 Visa — XXXX-XXXX-XXXX-1859 Status: Successful			
Account #	Item	Quantity	Item Amount
	License Payment New	1	\$35.00
Notes: Yellowstone Post Frame LLC			

TOTAL: \$35.00

Billing Information
Casandra A Yoder
82414

Transaction taken by: Admin sosbornCaselle sosborn



A Contractor License is required for ANY Contractor doing work within the City of Mills, a Contractor's License Application must be completed. Incomplete applications shall be returned.

License #: 1139

Date: 11/26/24

New License Renewal License Expired License

GENERAL INFORMATION

Name of Business: Air Comfort Complete, Inc.

Physical Address: 412 N. Fenway Street Casper WY 82601
Street City State Zip

Mailing Address: 412 N. Fenway Street Casper WY 82601
Street City State Zip

Business Phone Number: 307-265-2665 Cell Number: _____

Email Address: Office@Aircomfortcomplete.com Website: Aircomfortcomplete.com

License Classifications: HVAC/R

LICENSE ISSUED BY

City of Mills City of Casper Natrona County State of Wyoming Other

A copy of all licenses must be attached to this application

APPLICANT INFORMATION

Applicant Name: Casey Ford for Air Comfort Complete Inc. Phone Number: 307-265-2665

Mailing Address: 412 N. Fenway St. Casper WY 82601
Street City State Zip

I certify that the above information is correct and true to the best of my knowledge.

Applicants Signature: [Signature]

There will be a \$35.00 License fee to be paid at the time the license is issued

Return completed form to:
Mills City Hall
704 4th Street
Po Box 789
Mills, WY 82644
307-234-6679

OFFICE USE ONLY
This license was / was not
Granted at a meeting of the Mills
City Council on the _____
Attest _____

CITY OF MILLS
PO BOX 789
704 FOURTH STREET
MILLS WY 82644

307-234-6679

Receipt No: 1.058724

Dec 2, 2024

1139
Air Comfort Complete, Inc

Previous Balance:	35.00
Business License - Renewals	
Business License Payment	35.00
10-3200-5200	
Business License Income	

Total:	35.00
New Balance:	.00

Check - Jonah Operating	
Check No: 7732	35.00
Payor:	
Air Comfort Complete, Inc	
Total Applied:	35.00

Change Tendered:	.00
------------------	-----

12/02/2024 3:12 PM

NATRONA
COUNTY
Wyoming

MC-6

Building Department



This is to certify that
**Air Comfort
Complete, Inc.**
Can perform work in Natrona County as
Mechanical Contractor

This license expires: 12/31/2024

Must be carried on person. Good only when signed by the Building Official



City of Casper, Wyoming

Air Comfort Complete

has met the requirements set forth by the City of
Casper and is competent to perform work as a

Mechanical Contractor

CONT-0863-2022

This License Expires: 12/31/2024



Dear Contractors and License holders,

November 4, 2024

As a reminder the City of Casper renewal season is January 1st through March 1st of every year. We will no longer be renewing licenses previous to this date. This will allow for license holders that utilize the online portal system to request the renewal from the portal as well as allowing non-portal users time after the holidays to renew their licenses.

Please remember when renewing your Contractor license we will need to have a copy of your most current Certificate of Insurance on file. Should you owe any past due fees, those fees will need to be paid in full before we can follow through with the renewal process. The City of Casper will not issue you a license until fees have been paid in full and there is a current insurance certificate on file.

After January 1st: WE WILL NOT RENEW LICENSES PREVIOUS TO JANUARY 1st.

- If multiple licenses are needed to be renewed, please send a list of licenses and the license holder’s names to Permit Technician, Deeann Miller at dmiller@casperwy.gov or bring your list to the office at 200 N David St.
- Allow for at least **3 business days** for the licenses to be ready for payment and issuance. **Payment will be made to customer service so please have invoice or invoice number in hand when making payment.**
- **Do not send payment with your license’s renewal request.** We do not have the ability to hold onto payments in our office.
- If not using the portal to renew, you will be called by our office once the fees have been assessed and are ready to be paid and licenses picked up.
- If using the portal, you will get notification/email once an invoice has been generated indicating a payment will need to be made. Once the payment has been made you will then have access to a digital copy of your license after 24 hours.

The Community Development Department would like to inform you of some fee changes for your City of Casper License. We will now be offering laminated licenses. The below is a breakdown of the fees that will be associated with the laminating service as well as the mailing service.

Laminated Cards: \$2.50 per card
Mailed via USPS: \$2.50 per card
Mailed and Laminated: \$5.00 per card

Sincerely,

Justin Scott – Chief Building Official



**APPLICATION FOR
Contractor License**

Item # 2.

A Contractor License is required for ANY Contractor doing work within the City of Mills, a Contractor's License Application must be completed. Incomplete applications shall be returned.

License #: 9550

Date: 12-5-24

New License Renewal License Expired License

PAID

DEC - 6 2024

GENERAL INFORMATION

Name of Business: Dave Loden Construction, Inc.

Physical Address: 400 Hemlock st. Buffalo WY 82834
Street City State Zip

Mailing Address: same as above
Street City State Zip

Business Phone Number: 307-684-5838 Cell Number: 307-217-0773

Email Address: elodens@davelodenconst.com Website: _____

License Classifications: _____

LICENSE ISSUED BY

City of Mills City of Casper Natrona County State of Wyoming Other

A copy of all licenses must be attached to this application

APPLICANT INFORMATION

Applicant Name: Dave Loden Construction, Inc. Phone Number: 307-684-5838

Mailing Address: 400 Hemlock st. Buffalo, WY 82834
Street City State Zip

I certify that the above information is correct and true to the best of my knowledge.

Applicants Signature: Cynthia V. Loden Sec/Treas.

There will be a \$35.00 License fee to be paid at the time the license is issued

Return completed form to:
Mills City Hall
704 4th Street
Po Box 789
Mills, WY 82644
307-234-6679

OFFICE USE ONLY
This license was / was not
Granted at a meeting of the Mills
City Council on the _____
Attest _____

CITY OF MILLS
PO BOX 789
704 FOURTH STREET
MILLS WY 82644

307-234-6679

Receipt No: 1.058909

Dec 6, 2024

9550
Dave Loden Construction, Inc

Previous Balance:	35.00
Business License - Renewals	
Business License Payment	35.00
10-3200-5200	
Business License Income	

Total:	35.00
New Balance:	.00

Check - Jonah Operating	
Check No: 025038	35.00
Payor:	
Dave Loden Construction, Inc	
Total Applied:	35.00

Change Tendered:	.00
------------------	-----

Duplicate Copy
12/06/2024 11:35 AM



City of Casper, Wyoming

Dave Loden Construction Inc

has met the requirements set forth by the City of Casper
and is competent to perform work as a

Class II

CONT-001717-2023

This License Expires: 12/31/2024

NATRONA
COUNTY
Wyoming

GCI-50

Building Department

This is to certify that
Dave Loden
Construction INC
Can perform work in Natrona County as
General Contractor II

This license expires: 12/31/2024

Must be carried on person. Good only when signed by the Building Official

Report Criteria:
 Report type: GL detail
 Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
1921						
12/10/2024	1921	Bradley Gumfory	210.00	Bond Refund for Christina Mascorro	10-5400-9011	210.00
Total 1921:						210.00
1922						
12/10/2024	1922	Craig N. Smith	160.00	Bond Refund for Craig N. Smith	10-5400-9011	160.00
Total 1922:						160.00
1923						
12/10/2024	1923	Emily Ann Dundas	305.00	Bond Refund for Emily Ann Dundas	10-5400-9011	305.00
Total 1923:						305.00
1924						
12/10/2024	1924	Gabriel Reyes	200.00	Bond Refund for Ashley Houghton	10-5400-9011	200.00
Total 1924:						200.00
1925						
12/10/2024	1925	Michael Hess	160.00	Refund of Bond for Miachael Hess	10-5400-9011	160.00
Total 1925:						160.00
1926						
12/10/2024	1926	Paul David May	220.00	Bond Rrefund for Paul David May	10-5400-9011	220.00
Total 1926:						220.00
33492						
12/10/2024	33492	ALSCO, Inc	37.20	November, 20 Services	50-4700-1040	37.20
Total 33492:						37.20

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
33493						
12/10/2024	33493	Automation & Electronics, Inc	8,405.45	Underground Conduit Repair	52-8200-2000	8,405.45
Total 33493:						8,405.45
33494						
12/10/2024	33494	Bound Tree Medical	301.37	Medical Supplies	10-5600-3595	301.37
Total 33494:						301.37
33495						
12/10/2024	33495	Bush-Wells Sporting Goods	261.00	Uniform Apparel	10-5600-1040	261.00
Total 33495:						261.00
33496						
12/10/2024	33496	Caselle, Inc	4,000.00	Increase concurrent user licenses in Connect from 11 t	10-4600-2005	4,000.00
12/10/2024	33496	Caselle, Inc	3,080.00	Contract Support & Maint for 01/01/25 to 01/31/25	50-4600-2005	3,080.00
Total 33496:						7,080.00
33497						
12/10/2024	33497	Century Link	230.96	Services for City Hall	10-4400-9088	230.96
Total 33497:						230.96
33498						
12/10/2024	33498	Charter Communications	915.90	Bill for Town Hall	10-4400-9087	915.90
12/10/2024	33498	Charter Communications	109.99	Internet at the Small Hall	10-4600-2520	109.99
Total 33498:						1,025.89
33499						
12/10/2024	33499	City of Casper	2,667.77	Metro Shelter Charges	10-5300-3010	2,667.77
12/10/2024	33499	City of Casper	188.75	Metro Shelter Charges	10-5300-3010	188.75
12/10/2024	33499	City of Casper	3,172.59	Metro Shelter Charges	10-5300-3010	3,172.59
12/10/2024	33499	City of Casper	14,842.33	PSCC user fees October 2024	10-5400-3000	14,842.33
12/10/2024	33499	City of Casper	650.94	PSCC user fees October 2024	10-5400-3000	650.94
12/10/2024	33499	City of Casper	1,661.53	3rd Qrt GIO	10-5300-3010	1,661.53

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
12/10/2024	33499	City of Casper	1,140.00	Balefill	54-8400-3050	1,140.00
12/10/2024	33499	City of Casper	831.75	Balefill	54-8400-3050	831.75
12/10/2024	33499	City of Casper	703.50	Balefill	54-8400-3050	703.50
12/10/2024	33499	City of Casper	529.50	Balefill	54-8400-3050	529.50
12/10/2024	33499	City of Casper	627.75	Balefill	54-8400-3050	627.75
12/10/2024	33499	City of Casper	1,089.00	Balefill	54-8400-3050	1,089.00
12/10/2024	33499	City of Casper	779.25	Balefill	54-8400-3050	779.25
12/10/2024	33499	City of Casper	712.50	Balefill	54-8400-3050	712.50
12/10/2024	33499	City of Casper	1,074.75	Balefill	54-8400-3050	1,074.75
12/10/2024	33499	City of Casper	1,131.00	Balefill	54-8400-3050	1,131.00
12/10/2024	33499	City of Casper	862.50	Balefill	54-8400-3050	862.50
12/10/2024	33499	City of Casper	756.75	Balefill	54-8400-3050	756.75
Total 33499:						33,422.16
33500						
12/10/2024	33500	Crimson Fire Protection	351.00	Fire Suppression Inspection	12-4500-3515	351.00
Total 33500:						351.00
33501						
12/10/2024	33501	Diamond Vogel	33.13	White Primer	10-4900-3055	33.13
12/10/2024	33501	Diamond Vogel	110.56	Paint	10-4900-3055	110.56
Total 33501:						143.69
33502						
12/10/2024	33502	Elkhorn Valley Rehabilitation	1,409.01	Ambulance payment refund	10-3400-5420	1,409.01
Total 33502:						1,409.01
33503						
12/10/2024	33503	Elliott Equipment Company	337.15	Trunnion Arm/Container Lock Arm	54-8400-4050	337.15
Total 33503:						337.15
33504						
12/10/2024	33504	Energy Laboratories Inc	76.00	(4)-Sample Analysis (Bacteria)	52-8200-2050	76.00
12/10/2024	33504	Energy Laboratories Inc	786.00	(1) - Sample Analysis Dis. Bi. Products (SDWA)	52-8200-2050	786.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33504:						862.00
33505						
12/10/2024	33505	Fleetpride	39.39	Blades Unit #22	10-6000-4050	39.39
Total 33505:						39.39
33506						
12/10/2024	33506	Floyd's Truck Center WY	1,910.75	ExHaust	54-8400-4050	1,910.75
12/10/2024	33506	Floyd's Truck Center WY	219.99	Sensor Level	54-8400-4050	219.99
Total 33506:						2,130.74
33507						
12/10/2024	33507	Galls	144.97	EMS Pants for Reynolds	10-5600-1040	144.97
Total 33507:						144.97
33508						
12/10/2024	33508	Greg Simons	12.35	Water Deposit Refund for Greg Simons	51-26150	12.35
Total 33508:						12.35
33509						
12/10/2024	33509	GreyBeard Medical	750.00	TCCC class registration for three Personnel	10-5600-1030	750.00
Total 33509:						750.00
33510						
12/10/2024	33510	Hawkins Inc	1,050.62	450lbs Chlorine	52-8200-3500	1,050.62
12/10/2024	33510	Hawkins Inc	700.00	Vac. Regulator	52-8200-3500	700.00
12/10/2024	33510	Hawkins Inc	75.00	Assoc Freight	52-8200-3500	75.00
Total 33510:						1,825.62
33511						
12/10/2024	33511	Homax	1,280.20	DEF & Hydraullic Oil	10-6000-4050	1,280.20
12/10/2024	33511	Homax	47.42	October Fuel Charges	52-8200-4000	47.42

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
12/10/2024	33511	Homax	334.09	Streets	10-6000-4000	334.09
12/10/2024	33511	Homax	332.30	Sewer	53-8300-4000	332.30
12/10/2024	33511	Homax	305.93	water	51-8100-4000	305.93
12/10/2024	33511	Homax	202.88	Parks	10-7000-4000	202.88
12/10/2024	33511	Homax	1,731.67	Sanitation	54-8400-4000	1,731.67
12/10/2024	33511	Homax	236.43	Shop	10-6500-4000	236.43
Total 33511:						4,470.92
33512						
12/10/2024	33512	Imperial Pump Solutions	150.00	Clean Pump Vanhorn Lift Station	53-8300-3675	150.00
Total 33512:						150.00
33513						
12/10/2024	33513	Lane Pedersen	100.00	Per Diem for Hazmat OPS 11/22-11/24/24	10-5600-1030	100.00
Total 33513:						100.00
33514						
12/10/2024	33514	Live Action Safety	634.95	IO Needles	10-5600-3595	634.95
Total 33514:						634.95
33515						
12/10/2024	33515	MSC Industrial	112.73	Bolt bins restocking	50-4700-3500	112.73
Total 33515:						112.73
33516						
12/10/2024	33516	NAPA Auto Parts	51.28	Resistor & Blower Motor	10-7000-4050	51.28
12/10/2024	33516	NAPA Auto Parts	284.14	Alternator	10-7000-4050	284.14
12/10/2024	33516	NAPA Auto Parts	20.65	50 pack cable ties	10-7000-4050	20.65
12/10/2024	33516	NAPA Auto Parts	43.34	Belt	10-7000-4050	43.34
Total 33516:						399.41
33517						
12/10/2024	33517	Natrona County Sheriffs Office	10,131.24	NCSO Jail Bill October 2024	10-5400-3015	10,131.24

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33517:						10,131.24
33518						
12/10/2024	33518	Norco, Inc	34.40	Winter coat for m. Cavalier	10-5600-1040	34.40
12/10/2024	33518	Norco, Inc	13.80	Cylinder Rental	10-5600-3595	13.80
Total 33518:						48.20
33519						
12/10/2024	33519	One Call of Wyoming	60.00	80 Tickets for October	51-8100-3055	60.00
Total 33519:						60.00
33520						
12/10/2024	33520	Rocky Mountain Drug Testing	825.00	Drug Screenings	10-4600-1060	825.00
Total 33520:						825.00
33521						
12/10/2024	33521	Rocky Mountain Power	15,794.79	Utilites for the City	50-4600-2510	15,794.79
Total 33521:						15,794.79
33522						
12/10/2024	33522	Summer Melin	9.41	Supplies for Christmas Presents	10-4600-1300	9.41
Total 33522:						9.41
33523						
12/10/2024	33523	Sutherlands	11.62	2x8 Lumber	50-4700-3545	11.62
12/10/2024	33523	Sutherlands	302.98	Blades & Batteries	50-4700-3545	302.98
12/10/2024	33523	Sutherlands	12.99	Saw Blade	10-4900-3065	12.99
12/10/2024	33523	Sutherlands	9.99	Conduit	10-4900-3065	9.99
Total 33523:						337.58
33524						
12/10/2024	33524	Torry Kersenbrock	35.79	Water Deposit Refund for Torry Kersenbrock	51-26150	35.79

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33524:						35.79
33525						
12/10/2024	33525	Verizon	3,283.06	City of Mills Account	10-4600-2505	3,283.06
Total 33525:						3,283.06
33526						
12/10/2024	33526	Western Wyoming Lock & Safe	104.00	Keys cut	12-4500-3515	104.00
12/10/2024	33526	Western Wyoming Lock & Safe	58.50	Keys cut	12-4500-3515	58.50
Total 33526:						162.50
33527						
12/10/2024	33527	WLC Engineering Inc	400,372.70	Finishing Tank	10-4800-6035	400,372.70
Total 33527:						400,372.70
33528						
12/10/2024	33528	Wyoming Association of Rural Wa	495.00	Membership	52-8200-1300	495.00
Total 33528:						495.00
33529						
12/10/2024	33529	Wyoming Child Support	1,018.00	Casey Gallinger - 261021	10-24200	1,018.00
12/10/2024	33529	Wyoming Child Support	62.64	Luis La Torre - 259148	10-24200	62.64
Total 33529:						1,080.64
33530						
12/10/2024	33530	Wyoming Fire Chiefs Association	100.00	2024 membership dues - makeup	10-5600-2070	100.00
Total 33530:						100.00
33531						
12/10/2024	33531	Wyoming Office of EMS	20.00	EMS Business License Renewal	10-5600-2070	20.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33531:						20.00
33532						
12/10/2024	33532	Wyoming Signs LLC	138.92	Remove Signs from Library	10-6500-3515	138.92
Total 33532:						138.92
33533						
12/10/2024	33533	WYOMING STATE FORESTRY	730.85	Wildland supplies for Brush 9 and Brush 92	10-5600-3615	730.85
Total 33533:						730.85
33534						
12/10/2024	33534	Y2 Consultants LLC	3,433.50	Planning Services through 11/17/24	10-5700-2050	3,433.50
Total 33534:						3,433.50
Grand Totals:						502,952.14

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-21100	.00	456,129.65-	456,129.65-
10-24200	1,080.64	.00	1,080.64
10-3400-5420	1,409.01	.00	1,409.01
10-4400-9087	915.90	.00	915.90
10-4400-9088	230.96	.00	230.96
10-4600-1060	825.00	.00	825.00
10-4600-1300	9.41	.00	9.41
10-4600-2005	4,000.00	.00	4,000.00
10-4600-2505	3,283.06	.00	3,283.06
10-4600-2520	109.99	.00	109.99
10-4800-6035	400,372.70	.00	400,372.70
10-4900-3055	143.69	.00	143.69
10-4900-3065	22.98	.00	22.98

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-5300-3010	7,690.64	.00	7,690.64
10-5400-3000	15,493.27	.00	15,493.27
10-5400-3015	10,131.24	.00	10,131.24
10-5400-9011	1,255.00	.00	1,255.00
10-5600-1030	850.00	.00	850.00
10-5600-1040	440.37	.00	440.37
10-5600-2070	120.00	.00	120.00
10-5600-3595	950.12	.00	950.12
10-5600-3615	730.85	.00	730.85
10-5700-2050	3,433.50	.00	3,433.50
10-6000-4000	334.09	.00	334.09
10-6000-4050	1,319.59	.00	1,319.59
10-6500-3515	138.92	.00	138.92
10-6500-4000	236.43	.00	236.43
10-7000-4000	202.88	.00	202.88
10-7000-4050	399.41	.00	399.41
12-21100	.00	513.50-	513.50-
12-4500-3515	513.50	.00	513.50
50-21100	.00	19,339.32-	19,339.32-
50-4600-2005	3,080.00	.00	3,080.00
50-4600-2510	15,794.79	.00	15,794.79
50-4700-1040	37.20	.00	37.20
50-4700-3500	112.73	.00	112.73
50-4700-3545	314.60	.00	314.60
51-21100	.00	414.07-	414.07-
51-26150	48.14	.00	48.14
51-8100-3055	60.00	.00	60.00
51-8100-4000	305.93	.00	305.93
52-21100	.00	11,635.49-	11,635.49-
52-8200-1300	495.00	.00	495.00
52-8200-2000	8,405.45	.00	8,405.45
52-8200-2050	862.00	.00	862.00
52-8200-3500	1,825.62	.00	1,825.62
52-8200-4000	47.42	.00	47.42
53-21100	.00	482.30-	482.30-
53-8300-3675	150.00	.00	150.00
53-8300-4000	332.30	.00	332.30
54-21100	.00	14,437.81-	14,437.81-
54-8400-3050	10,238.25	.00	10,238.25
54-8400-4000	1,731.67	.00	1,731.67

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
54-8400-4050	2,467.89	.00	2,467.89
Grand Totals:	502,952.14	502,952.14-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"



ACH TRANSACTIONS

12-10-24

Date	Payor	AMOUNT
12/3/24	Xpress Bill Pay	\$ 25.00
12/3/24	Xpress Bill Pay	\$ 30.64
12/3/24	Xpress Bill Pay	\$ 781.16
12/3/24	Xpress Bill Pay	\$ 1,207.82
12/5/24	Xpress Bill Pay	\$ 2.28
12/5/24	Xpress Bill Pay	\$ 38.89
12/5/24	Xpress Bill Pay	\$ 977.91
12/11/24	Hub International	\$ 70,836.00
	Total:	\$ 73,899.70



Transmittal Transactions
12-10-24

Payroll Reg/Police: 11-18-24 to 12-1-24

Date	Type/Check #	Payor	AMOUNT
12/1/2024	ACH	IRS	\$ 29,617.04
12/4/2024	33489	American Funds	\$ 75.00
12/4/2024	33490	Orchard Trust	\$ 740.00
12/11/2024	ACH	Wyoming Retirement	\$ 41,270.69
Total:			\$ 71,702.73

Payroll Fire: 11-15-24 to 11-26-24

Date	Type/Check #	Payor	AMOUNT
11/26/2024	ACH	IRS	\$ 2,177.82
11/26/2024	33487	Pathfinder FCU	\$ 240.00
12/11/2024	ACH	Wyoming Retirement	\$ 12,931.05
Total:			\$ 15,348.87

Total \$ 87,051.60



PAYROLL

Meeting Date: December 10, 2024

Payroll Type: Regular/Police

Date Range: 11-18-24 to 12-1-24

Net: \$ 125,140.61

Deductions: \$ 32,148.35

Federal Taxes: \$ 10,524.00

Medicare: \$ 1,748.54

Retirement: \$ 6,439.83

Social Security: \$ 7,252.05

Child Support: \$ 540.32

Insurance: \$ 4,182.17

Supplemental Retirement: \$ 992.02

Supplemental Insurance: \$ 219.36

TOTAL PAYROLL: \$ 92,992.26

City Clerk, Sarah Osborn

Mayor, Leah Juarez



PAYROLL

Meeting Date: December 10, 2024

Payroll Type: Fire

Date Range: 11-15-24 to 11-26-24

Net: \$ 20,676.81

Deductions: \$ 4,782.45

Federal Taxes: \$ 1,605.00

Medicare: \$ 295.25

Retirement: \$ 2,325.10

Union Dues \$ 240.00

Child Support: \$ -

Insurance: \$ 317.10

Supplemental Retirement: \$ -

Supplemental Insurance: \$ -

TOTAL PAYROLL: \$ 15,894.36

City Clerk, Sarah Osborn

Mayor, Leah Juarez

RESOLUTION NO. 2024-40

A RESOLUTION ADOPTING THE 2024 WYOMING REGION 2 HAZARD MITIGATION PLAN

WHEREAS, the City of Mills, Wyoming, is duly organized political subdivision in the State of Wyoming; and,

WHEREAS, in 2024, the Natrona County Emergency Management Office developed the 2024 Wyoming Region 2 Hazard Mitigation Plan; and,

WHEREAS, the City of Mills has reviewed the same and approves the same; and

WHEREAS, the City Council desires to adopt the 2024 Wyoming Region 2 Hazard Mitigation Plan.

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

That the City Council hereby adopts and incorporates the 2024 Wyoming Region 2 Hazard Mitigation Plan

PASSED, APPROVED AND ADOPTED on this _____ day of _____, 2024.

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cherie Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

City Clerk, Sarah Osborn

CERTIFICATE

I, Sarah Osborn, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on _____, and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the record of the City of Mills.

City Clerk, Sarah Osborn