

**REGULAR CITY COUNCIL
MEETING**

May 09, 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 4-25-2023
2. Executive Session Minutes 4-25-2023 Personnel Issue
3. Executive Session Minutes 4-25-2023 Real-Estate Issue
4. Executive Session Minutes 4-25-2023 Personnel Issue

City Licenses

- [5.](#) New and Renewal Business and Contractor Licenses 5-9-2023

Financial Approvals

- [6.](#) Financial Breakdown Report 5-9-2023
- [7.](#) Fire Payroll: 4-7-2023 to 4-18-2023
- [8.](#) Fire Payroll: 4-19-2023 to 4-30-2023
- [9.](#) Regular/Police Payroll: 4-10-2023 to 4-23-2023
- [10.](#) Treasurer Report for April 2023

ORDINANCES AND RESOLUTIONS

- [11.](#) **Ordinance 791: First Reading:** APPROPRIATING MONEY FOR THE ANNUAL BUDGET OF THE CITY OF MILLS, WYOMING, FOR THE CONDUCT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF MILLS, WYOMING FOR THE FISCAL YEAR 2024
- [12.](#) **Ordinance 792: Second Reading:** An Ordinance to Require Massage Bodywork Therapists to Maintain Permits From the City of Mills

13. Ordinance 794 First Reading: An Ordinance Granting An Electric Utility Franchise and General Utility Easement to Rocky Mountain Power

14. Resolution 2023-7: A Resolution Establishing Rates for Ambulance Services for the City of Mills

15. Resolution 2023-8: A Resolution Setting Records Retention Policy for the City of Mills

COUNCIL APPROVALS

OPEN DISCUSSION

EXECUTIVE SESSION

16. Personnel Issue

17. Real-Estate Issue

18. Personnel Issue

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - May 23rd, 2023 @ 7:00pm/ June 13th, 2023 @ 7:00pm

NEXT WORK SESSION - May 15th, 2023 @ 9:00 Budget Work Session / May 23rd , 2023 @ 6:00pm/ June 12th, 2023 @ 9:00am

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**

April 25, 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

Mayor opened the meeting at 7:00pm.

ROLL CALL

RESENT

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

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- 1. Council Meeting Minutes 4-11-2023

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. Motion Passes

- 2. Executive Session Minutes Personnel Issue

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. Motion Passes

- 3. Executive Session Minutes Legal Issue

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. Motion Passes

- 4. Executive Session Minutes Legal Issue

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. Motion Passes

City Licenses

- 5. New and Renewal Business and Contractor Licenses 4-25-2023

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. Motion Passes

Financial Approvals

- 6. Fire Payroll: 3-26-2023 to 4-6-2023

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. Motion Passes

- 7. Regular/Police Payroll: 3-27-2023 to 4-9-2023

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. Motion Passes

- 8. Financial Break down Report 4-25-2023

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. Motion Passes

ORDINANCES AND RESOLUTIONS

- 9. **Ordinance 790: THIRD AND FINAL READING:** An Ordinance to Rezone Lots 1-7, Buffalo Meadows Addition From Mixed Size Residential (MSR) to Mixed Use (MU)

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. Motion Passes

- 10. **Ordinance 786: THIRD AND FINAL READING:** An Ordinance To Rezone A Portion of Lot 1 and A1 of Lot 2 , block 21 of the Mountain View Suburb from Developing Residential to Established Business

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

Neumiller, Council Member Sutherland. Motion Passes

11. Ordinance 792: First Reading: An Ordinance to Require Massage Bodywork Therapists to Maintain Permits From the City of Mills

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. Motion Passes

12. Resolution 2023-5: A Resolution for Lot 1A, Block 21, Mountain View Suburb, A Vacation and Replat of a Portion of Lot 1 and All of Lot 2, Block 21

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. Motion Passes

13. Resolution 2023-6: A Resolution for Freden Addition NO 3, A Vacation and Replat of Lot 2 & 3 Block 5 Freden Addition and Lot 4B Block 5 Freden Addition

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. Motion Passes

Oral Resolution: Mayor stated that we have an oral resolution. The City Attorney will state. The resolution is to continue to approve the purchase lease of an ambulance for the Mills Fire Department whether or not the prior funding arrangements through the Dinosolar go forward or not.

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

COUNCIL APPROVALS

None

OPEN DISCUSSION

Ambeana

I am here for a special reason. I am here to thank for all his support our Representative Kevin O’Hearn. About 2 years ago, I am a kidney transplant recipient. I have been a kidney advocate for Donor Allaine Wyoming and the National Kidney foundation. They approached me and said that you need Wyoming to pass the Living Donor Protection Act. I started talking to Kevin and he ran with it. It took about 2 years and in Feb 24th of 2023, Governor Gordon signed the Living Donor Protect Act. I want to stress to you how important this act is. I had my transplant in 1999. I was on the list for 14 months. Today, people that live in Wyoming have to go to Denver or Salt Lake and it is at least 5 years. Depending on your blood type and tissue is can be 7 years or longer. A lot of people can’t last that long waiting for their transplant. Last year there was 160 people in Wyoming that needed kidney transplant and only 23 people got it. That is really bad numbers. When I was waiting for my transplant list

and I had a friend that was going to be my living donor. But she would had the chance to lose her job, and her insurance premiums were going to double. So this law takes away any kind of discrimination from any insurance company, with long term care, disability, life insurance and many other stuff that goes along with be the living donor. Wyoming association of insurers have backed this law. So I am living strong and living life for 23 years from this transplant and I want this for everyone. Kevin is making this possible by supporting this bill. I went to the National Kidney Foundation and they have sent a couple of things for his recognition. First, The National Kidney Foundation sent a certificate that stated, we would like to thank Kevin O’Hearn, for his generous support and commitment to protecting living organ donors. The audience and council gave their applause. Second, she has a letter that is attached to these minutes. We again have worked so hard for two years and he needs to be recognized. There are 7000 people in Wyoming that have chronic kidney disease, not all need a transplant. Mayor stated that she would like to thank Representative Kevin O’Hearn we appreciate what you have done. It is a monumental thing what you have done. I would like to thank you for being a advocate. It is not a easy job what you do.

Kevin stated to another topic since he is on the P & Z Board for the City that Alvin Shaw is here and we approved Shawville and we talked about. We thought it would be on the agenda tonight. What is the difference between Resolution 2023-5 and Ordinance 786. Pat stated that one of them is the rezoning and other one is vacation and replat. They are part of each other. Alvin Shaw is here and we thought that Shawville would be this as well. The City Clerk stated that she did not get it from Megan our City Planner. So we will have to look into that.

Mayor asked again if anyone would like to speak in open discussion for a second and third time.

EXECUTIVE SESSION

14. Personnel Issue

Mayor asked for a motion to go into Executive Session for a Personnel Issue at 7:13pm.

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. Motion Passes

Back from Executive Session at 7:30pm.

Action: Approval an oral Resolution to approve the hiring of the replacement prosecutor.

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. Oral Resolution passes.

15. Real-Estate Issue

Mayor asked for a motion to go into Executive Session for a Real-Estate Issue at 7:30pm.

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. Motion Passes

Back from Executive Session at 7:56pm

Action: The first resolution would be to proceed with working with a potential purchase of parcel A.

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. Motion Passes

The second resolution would be to approve the purchase of a market analysis for Parcel A.

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

16. Personnel Issue

Mayor asked for a motion to go into Executive Session for a Personnel Issue at 7:57pm

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. Motion Passes

Back from Executive Session at 8:17pm.

Action: No Action

ADJOURNMENT

Mayor asked for a motion to adjourn the meeting at 8:17pm

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. Motion Passes

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - May 9th, 2023 @ 7:00pm/ May 23rd, 2023@ 7:00pm

NEXT WORK SESSION - May 8th, 2023 @ 9:00am/ May 15th, 2023 @ 9:00am Budget Work Session/ May 23rd, 2023 @ 6:00am

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, Christine Trumbull



NATIONAL KIDNEY
FOUNDATION®

Item # 1.
SERVING COLORADO, NEW
MEXICO, MONTANA, AND
WYOMING
2000 South Colorado Boulevard
Tower One Suite 2000-420
Denver, CO 80222
720.748.9991
Fax: 720.748.1273

Representative Kevin O'Hearn
P.O. Box 52
Mills, WY 82644

April 18, 2023

Dear Rep. O'Hearn,

On behalf of the National Kidney Foundation Serving Colorado, New Mexico, Montana, and Wyoming, and every kidney patient living in those states who is waiting for a transplant, I wanted to personally thank you for your leadership and tireless efforts to ensure that HB 0165, the Living Donor Protection Act (LDPA), is now law in the great state of Wyoming.

For every Wyoming resident waiting for an organ transplant, the living donor protections implemented by HB 0165 help increase the odds that those patients will receive the gift of life in the form of a new organ. As those who are on or who have been on the donation waitlist can tell you, nothing could be more meaningful.

In addition to saving lives, removing barriers to living donation and increasing patients' access to transplants will help the state save money. Costs associated with dialysis are generally four times those of the cost associated with care for a kidney transplant, and frequently those costs are covered by the government.

Wyoming's LDPA, the 29th version of this law passed by a state legislature, helps remove barriers to organ donation and directly leads to an expanded number of living donors statewide by prohibiting disability, life, and long-term care insurers from discriminating against living donors. By leading this effort in Wyoming, you are part of a nationwide movement to ensure every kidney patient that needs a transplant can get one.

Sincerely, and with profound gratitude,

Kendra Burrell
Executive Director, National Kidney Foundation Serving Colorado, New Mexico,
Montana, and Wyoming

Council Meeting MAY 9, 2023

Item # 5.

NEW BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	Longhorn Amusements, LLC	Yes	Yes
2			

RENEWAL BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	C.A.R.S.	N/A	Yes
2	Granite Peak Properties	N/A	Yes
3	Hall's Custom Paving & Excavation, Inc.	Yes	Yes
4	Plains Marketing	N/A	Yes
5	RedBox Automated Retail	N/A	N/A
6	Subinators LLC	N/A	Yes
7	TwoBulls	Yes	Yes
8	Casper Window & Door	Yes	Yes
9	Myzwell Store IT	Yes	Yes

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Council Meeting MAY 9, 2023

Item # 5.

NEW CONTRACTOR LICENSES

BUSINESS NAME	CONTRACTOR ID	INSURANCE	FIRE
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1

RENEWAL CONTRACTOR LICENSES

BUSINESS NAME	CONTRACTOR ID	INSURANCE	FIRE
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1	Breit Roofing	Yes	Yes	N/A
2	Plumbing Masters LLC	Yes	Yes	N/A
3	Rissler Plumbing & Heating	N/A	N/A	N/A
4	Sterling Excavation	Yes	Yes	N/A

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CITY OF MILLS

EST. 1921

CHECK LIST FOR

May 9th, 2023

COUNCIL MEETING

City Hall/Court

3-28-2023	31003	Void
4-24-2023	31136-31140	Manuals
4-25-2023	31141-31145	Transmittals
4-26-2023	31146-31152	Manuals
5-1-2023	31153	Manual
5-1-2023	31154	Transmittals
5-2-3023	31155-31158	Manuals
5-3-2023	31159-31199	Vouchers
	COURT	
4-20-2023	1754-1757	Manual
4-20-2023	1758	Void
4-25-2023	1759	Manual
5-1-2023	1760	Manual

COUNCIL:

MAYOR: _____

CITY CLERK: _____



CITY OF MILLS

EST. 1921



CITY OF MILLS

EST. 1921

BILLS

Meeting Date: May 9th, 2023

Bills

ACH.....	\$0
VOUCHERS.....	\$106,833.51
MANUAL CHECKS CITY HALL.....	\$474,732.84
MANUAL CHECKS COURT.....	\$4990.00
TRANSMITTAL CHECKS.....	\$40,422.26
VOIDED CHECKS.....	\$1500.00



CITY OF MILLS

EST. 1921

MANUAL CHECKS

City Hall

May 9th, 2023

COUNCIL MEETING

4-24-2023	31136	Andreen Hunt Inc	River Front Project	\$392,847.33
4-24-2023	31137	Cole Christensen	Water Deposit Refund	\$156.82
4-24-2023	31138	Justin Morrison	Water Deposit Refund	\$21.55
4-24-2023	31139	Ranee Middaugh	Water Deposit Refund	\$177.32
4-24-2023	31140	Tyson Helm	Water Deposit Refund	\$50.66
4-26-2023	31146	HUB International	Benefits	\$64,610.45
5-1-2023	31147	Arcadis US Inc	Professional Services Jan 2023	\$6682.85
5-1-2023	31148	Department of Workforce Services	April Workers Comp	\$5220.48
5-1-2023	31149	Janet Master	Hall Deposit Refund	\$500.00
5-1-2023	31150	Kaitlyn Toombs	Water Deposit Refund	\$42.67
5-1-2023	31151	Malik & April Heggee	Water Deposit Refund	\$49.15
5-1-2023	31152	Mike Prewitt	Appraisal Boatrights Property	\$1850.00
5-2-2023	31155	Charter Communications	Bill	\$145.96
5-2-2023	31156	Rocky Mountain Power	Utilities	\$654.12



CITY OF MILLS

EST. 1921

5-2-2023	31157	Tim Sutherland	Uniform Shirts	\$85.67
5-2-2023	31158	Verizon	Bill	\$1637.81

TOTAL: \$474,732.84



CITY OF MILLS

EST. 1921

Transmittal Checks

May 9th, 2023

Council Meeting

4-25-2023	31141	American Funds	\$275.00
4-25-2023	31142	Orchard Trust	\$825.00
4-25-2023	31143	Clerk of District Court	\$600.00
4-25-2023	31144	Wyoming State Retirement-Fire	\$871.84
4-25-2023	31145	Wyoming State Retirement-Reg	\$37,657.92
5-1-2023	31154	Pathfinder Credit Union	\$192.50

TOTAL: \$40,422.26



CITY OF MILLS

EST. 1921

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.

[Report].Vendor Number = {<->} {AND} 380 {AND} 4910 {AND} 790 {AND} 1310 {AND} 1340 {AND} 2080 {AND} 4200 {AND} 4210 {AND} 5470 {AND} 5480 {AND} 5950 {AND} 6480 {AND} 7040 {AND} 7280 {AND} 6450 {AND} 7170

[Report].Vendor Number = {OR} {IS NULL}

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
307 Print, Ship & More								
8085	307 Print, Ship & More	11107	04/29/2023	43.00	43.00	05/04/2023	05/04/2023	31159
Total 307 Print, Ship & More:				43.00	43.00			
71 Soil & Stone								
130	71 Soil & Stone	177264	04/25/2023	53.48	53.48	05/04/2023	05/04/2023	31160
130	71 Soil & Stone	177266	04/25/2023	480.48	480.48	05/04/2023	05/04/2023	31160
Total 71 Soil & Stone:				533.96	533.96			
Advance Casper								
1040	Advance Casper	01-131	04/27/2023	1,666.68	1,666.68	05/04/2023	05/04/2023	31161
Total Advance Casper:				1,666.68	1,666.68			
Amazon Capital Services, Inc								
7825	Amazon Capital Services, Inc	113-7373755-1	04/19/2023	11.20	11.20	05/04/2023	05/04/2023	31162
7825	Amazon Capital Services, Inc	114-0678322-3	04/18/2023	32.87	32.87	05/04/2023	05/04/2023	31162
Total Amazon Capital Services, Inc:				44.07	44.07			
Atlas Office Products, Inc								
620	Atlas Office Products, Inc	83169-0	04/18/2023	4.83	4.83	05/04/2023	05/04/2023	31163
620	Atlas Office Products, Inc	83231-0	04/20/2023	40.74	40.74	05/04/2023	05/04/2023	31163
Total Atlas Office Products, Inc:				45.57	45.57			
Best Friends Animal Health Center								
7796	Best Friends Animal Health Cente	172184.	04/03/2023	100.23	100.23	05/04/2023	05/04/2023	31164
Total Best Friends Animal Health Center:				100.23	100.23			
Big Horn Tire, Inc								
7983	Big Horn Tire, Inc	04-65510	04/12/2023	74.95	74.95	05/04/2023	05/04/2023	31165
Total Big Horn Tire, Inc:				74.95	74.95			
Bound Tree Medical								
840	Bound Tree Medical	84916846	04/06/2023	937.87	937.87	05/04/2023	05/04/2023	31166
840	Bound Tree Medical	84924196	04/13/2023	31.79	31.79	05/04/2023	05/04/2023	31166
840	Bound Tree Medical	84941087	04/28/2023	635.25	635.25	05/04/2023	05/04/2023	31166
Total Bound Tree Medical:				1,604.91	1,604.91			
City of Casper								
1510	City of Casper	1491007	05/01/2023	2,667.77	2,667.77	05/04/2023	05/04/2023	31167
1510	City of Casper	3952	03/24/2023	2,740.46	2,740.46	05/04/2023	05/04/2023	31167
1510	City of Casper	3953	03/24/2023	3,151.53	3,151.53	05/04/2023	05/04/2023	31167
1510	City of Casper	3954	03/24/2023	2,877.48	2,877.48	05/04/2023	05/04/2023	31167

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
1510	City of Casper	4023	03/31/2023	9,987.19	9,987.19	05/04/2023	05/04/2023	31167
1510	City of Casper	4024	03/31/2023	1,589.23	1,589.23	05/04/2023	05/04/2023	31167
1510	City of Casper	4036	04/19/2023	2,487.56	2,487.56	05/04/2023	05/04/2023	31167
1510	City of Casper	4040	04/21/2023	1,575.44	1,575.44	05/04/2023	05/04/2023	31167
1510	City of Casper	4065	05/01/2023	3,740.00	3,740.00	05/04/2023	05/04/2023	31167
1510	City of Casper	618208	04/18/2023	811.25	811.25	05/04/2023	05/04/2023	31167
1510	City of Casper	618236	04/19/2023	682.55	682.55	05/04/2023	05/04/2023	31167
1510	City of Casper	618264	04/20/2023	556.05	556.05	05/04/2023	05/04/2023	31167
1510	City of Casper	618280	04/21/2023	607.20	607.20	05/04/2023	05/04/2023	31167
1510	City of Casper	618319	04/24/2023	471.90	471.90	05/04/2023	05/04/2023	31167
1510	City of Casper	618362	04/25/2023	845.35	845.35	05/04/2023	05/04/2023	31167
1510	City of Casper	618391	04/26/2023	682.55	682.55	05/04/2023	05/04/2023	31167
1510	City of Casper	618417	04/27/2023	567.05	567.05	05/04/2023	05/04/2023	31167
1510	City of Casper	618438	04/28/2023	711.70	711.70	05/04/2023	05/04/2023	31167
1510	City of Casper	618469	05/01/2023	437.80	437.80	05/04/2023	05/04/2023	31167
1510	City of Casper	618508	05/02/2023	941.05	941.05	05/04/2023	05/04/2023	31167
Total City of Casper:				38,131.11	38,131.11			
CL & C Drilling & Pump Service								
1520	CL & C Drilling & Pump Service	219	04/22/2023	1,855.00	1,855.00	05/04/2023	05/04/2023	31168
Total CL & C Drilling & Pump Service:				1,855.00	1,855.00			
Computer Professionals Unlimited								
7450	Computer Professionals Unlimited	INV123724	04/21/2023	30.49	30.49	05/04/2023	05/04/2023	31169
Total Computer Professionals Unlimited:				30.49	30.49			
Dana Kepner Company Inc								
1910	Dana Kepner Company Inc	2236129-00	04/13/2023	123.11	123.11	05/04/2023	05/04/2023	31170
1910	Dana Kepner Company Inc	2236148-00	04/18/2023	280.00	280.00	05/04/2023	05/04/2023	31170
Total Dana Kepner Company Inc:				403.11	403.11			
Elliott Equipment Company								
2300	Elliott Equipment Company	172792	04/20/2023	7,884.27	7,884.27	05/04/2023	05/04/2023	31171
Total Elliott Equipment Company:				7,884.27	7,884.27			
Energy Laboratories Inc								
2370	Energy Laboratories Inc	545414	04/16/2023	132.00	132.00	05/04/2023	05/04/2023	31172
Total Energy Laboratories Inc:				132.00	132.00			
Fastenal								
2490	Fastenal	WYCAS16589	04/21/2023	20.54	20.54	05/04/2023	05/04/2023	31173
Total Fastenal:				20.54	20.54			
Ferguson Enterprises LLC								
2530	Ferguson Enterprises LLC	1416068	04/03/2023	73.37	73.37	05/04/2023	05/04/2023	31174
Total Ferguson Enterprises LLC:				73.37	73.37			
Ferguson Waterworks #1116								
2540	Ferguson Waterworks #1116	1294589-2	04/11/2023	1,527.24	1,527.24	05/04/2023	05/04/2023	31175

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
2540	Ferguson Waterworks #1116	1410606	04/26/2023	2,615.00	2,615.00	05/04/2023	05/04/2023	31175
2540	Ferguson Waterworks #1116	1414375	04/12/2023	123.00	123.00	05/04/2023	05/04/2023	31175
2540	Ferguson Waterworks #1116	1415892	04/18/2023	238.00	238.00	05/04/2023	05/04/2023	31175
2540	Ferguson Waterworks #1116	1418714	04/26/2023	262.30	262.30	05/04/2023	05/04/2023	31175
Total Ferguson Waterworks #1116:				4,765.54	4,765.54			
Floyd's Truck Center WY								
3410	Floyd's Truck Center WY	X302058214:0	04/26/2023	152.98	152.98	05/04/2023	05/04/2023	31176
3410	Floyd's Truck Center WY	X302058214:0	04/27/2023	184.26	184.26	05/04/2023	05/04/2023	31176
3410	Floyd's Truck Center WY	X302058263:0	04/27/2023	157.67	157.67	05/04/2023	05/04/2023	31176
Total Floyd's Truck Center WY:				494.91	494.91			
Geotec Industrial Supply								
7729	Geotec Industrial Supply	42062	04/14/2023	234.96	234.96	05/04/2023	05/04/2023	31177
Total Geotec Industrial Supply:				234.96	234.96			
Grainger, Inc								
2840	Grainger, Inc	9688281451	04/26/2023	260.60	260.60	05/04/2023	05/04/2023	31178
Total Grainger, Inc:				260.60	260.60			
HAAS Alert								
8234	HAAS Alert	INV16399	04/15/2023	8,392.00	8,392.00	05/04/2023	05/04/2023	31179
Total HAAS Alert:				8,392.00	8,392.00			
Hawkins Inc								
3040	Hawkins Inc	64474646	04/15/2023	50.00	50.00	05/04/2023	05/04/2023	31180
3040	Hawkins Inc	6453084	04/20/2023	412.01	412.01	05/04/2023	05/04/2023	31180
Total Hawkins Inc:				462.01	462.01			
Homax								
3120	Homax	0628497-IN	04/21/2023	734.65	734.65	05/04/2023	05/04/2023	31181
3120	Homax	0628499-IN	04/21/2023	63.30	63.30	05/04/2023	05/04/2023	31181
Total Homax:				797.95	797.95			
Hose & Rubber Supply								
3150	Hose & Rubber Supply	01779047	04/20/2023	47.28	47.28	05/04/2023	05/04/2023	31182
Total Hose & Rubber Supply:				47.28	47.28			
Installation & Service Company Inc								
3330	Installation & Service Company In	272534	04/14/2023	3,620.00	3,620.00	05/04/2023	05/04/2023	31183
3330	Installation & Service Company In	272563	04/26/2023	3,947.00	3,947.00	05/04/2023	05/04/2023	31183
Total Installation & Service Company Inc:				7,567.00	7,567.00			
John Dierenfeldt								
7711	John Dierenfeldt	159462	04/18/2023	384.30	384.30	05/04/2023	05/04/2023	31184
Total John Dierenfeldt:				384.30	384.30			

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Menards								
4250	Menards	64270	04/11/2023	13.44	13.44	05/04/2023	05/04/2023	31185
Total Menards:				13.44	13.44			
Mike Prewitt								
8256	Mike Prewitt	041623	04/16/2023	2,000.00	2,000.00	05/04/2023	05/04/2023	31186
Total Mike Prewitt:				2,000.00	2,000.00			
Mountain States Lithographing Inc								
4490	Mountain States Lithographing Inc	230504	04/18/2023	125.35	125.35	05/04/2023	05/04/2023	31187
Total Mountain States Lithographing Inc:				125.35	125.35			
NAPA Auto Parts								
4600	NAPA Auto Parts	968359	03/29/2023	14.81	14.81	05/04/2023	05/04/2023	31188
4600	NAPA Auto Parts	972003	04/11/2023	188.90	188.90	05/04/2023	05/04/2023	31188
4600	NAPA Auto Parts	973816	04/15/2023	79.99	79.99	05/04/2023	05/04/2023	31188
4600	NAPA Auto Parts	974853	04/18/2023	34.99	34.99	05/04/2023	05/04/2023	31188
4600	NAPA Auto Parts	977566	04/25/2023	46.68	46.68	05/04/2023	05/04/2023	31188
Total NAPA Auto Parts:				365.37	365.37			
Natrona County Sheriffs Office								
4660	Natrona County Sheriffs Office	4744	04/20/2023	18,612.00	18,612.00	05/04/2023	05/04/2023	31189
Total Natrona County Sheriffs Office:				18,612.00	18,612.00			
Nix Signs								
7430	Nix Signs	19271	04/14/2023	950.00	950.00	05/04/2023	05/04/2023	31190
Total Nix Signs:				950.00	950.00			
Northwest Contractor Supply								
8038	Northwest Contractor Supply	1571457	04/24/2023	79.92	79.92	05/04/2023	05/04/2023	31191
Total Northwest Contractor Supply:				79.92	79.92			
Peterbilt of Wyoming Inc								
5060	Peterbilt of Wyoming Inc	CP488304	03/21/2023	103.75	103.75	05/04/2023	05/04/2023	31192
5060	Peterbilt of Wyoming Inc	CR61877	02/03/2023	2,591.72	2,591.72	05/04/2023	05/04/2023	31192
Total Peterbilt of Wyoming Inc:				2,695.47	2,695.47			
Quadient, Inc								
7985	Quadient, Inc	042023	04/20/2023	801.37	801.37	05/04/2023	05/04/2023	31193
Total Quadient, Inc:				801.37	801.37			
Sundahl, Powers, Kapp & Martin, LLC								
8140	Sundahl, Powers, Kapp & Martin,	14917	04/21/2023	60.00	60.00	05/04/2023	05/04/2023	31194
Total Sundahl, Powers, Kapp & Martin, LLC:				60.00	60.00			
Sutherlands								
6050	Sutherlands	010583	03/30/2023	20.33	20.33	05/04/2023	05/04/2023	31195

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
6050	Sutherlands	013086	04/28/2023	9.99	9.99	05/04/2023	05/04/2023	31195
6050	Sutherlands	12737	04/25/2023	79.99	79.99	05/04/2023	05/04/2023	31195
Total Sutherlands:				110.31	110.31			
Wyoming Association of Municipalities								
6970	Wyoming Association of Municipal	17410	04/25/2023	520.00	520.00	05/04/2023	05/04/2023	31196
Total Wyoming Association of Municipalities:				520.00	520.00			
Wyoming Machinery Co Inc								
7110	Wyoming Machinery Co Inc	PO7582473	04/12/2023	187.14	187.14	05/04/2023	05/04/2023	31197
Total Wyoming Machinery Co Inc:				187.14	187.14			
Wyoming Safety Supply, Inc								
8268	Wyoming Safety Supply, Inc	22546	04/21/2023	12.33	12.33	05/04/2023	05/04/2023	31198
Total Wyoming Safety Supply, Inc:				12.33	12.33			
Y2 Consultants LLC								
8253	Y2 Consultants LLC	20056	04/26/2023	4,251.00	4,251.00	05/04/2023	05/04/2023	31199
Total Y2 Consultants LLC:				4,251.00	4,251.00			
Grand Totals:				106,833.51	106,833.51			

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
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Dated: _____

Mayor: _____

City Clerk: _____

City Council: _____

City Council: _____

City Council: _____

City Council: _____

City Council: _____

Department Heads: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.

[Report].Vendor Number = {<>} {AND} 380 {AND} 4910 {AND} 790 {AND} 1310 {AND} 1340 {AND} 2080 {AND} 4200 {AND} 4210 {AND} 5470 {AND} 5480 {AND} 5950 {AND} 6480 {AND} 7040 {AND} 7280 {AND} 6450 {AND} 7170

[Report].Vendor Number = {OR} {IS NULL}



CITY OF MILLS

EST. 1921

Voided Checks

May 9th, 2023

Council Meeting

3-28-2023	31003	31078	Ronald E Whittaker	Make out to wrong Person	\$500.00
			COURT		
4-24-2023	1758	1759	Division Victims Service	Stamp used upside down	\$1000.00

TOTAL: \$1500.00



CITY OF MILLS

EST. 1921

MANUAL CHECKS

COURT

May 9th, 2023

COUNCIL MEETING

4-20-2023	1754	Ashley Fuller	Bond Refund	\$1120.00
4-20-2023	1755	Frank Gonzalez	Bond Refund	\$70.00
4-20-2023	1756	Jedediah Lantz	Bond Refund	\$160.00
4-20-2023	1757	Rondald Treloar	Bond Refund	\$760.00
4-25-2023	1758	Division Victims Service	Crime Prevention	\$1000.00
4-25-2023	1759	Division Victims Service	Crime Prevention	\$1000.00
5-1-2023	1760	Nadine McCleoad	Public Defender Fees	\$880.00

TOTAL: _____ \$4990.00



CITY OF MILLS

EST. 1921



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: May 9th, 2023

Payroll Type: Fire Payroll

Date Range: 4-7-2023 to 4-18-2023

NET..... \$11,122.41

DEDUCTIONS.....\$4299.41

Federal Taxes.....\$1033.00

Medicare..... \$208.96

Retirement \$1744.19

Union Dues..... \$192.50

Supplemental Insurance.....\$127.85

Insurance.....\$1081.91

TOTAL PAYROLL.....\$15,510.82

City Clerk, Christine Trumbull

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: May 9th, 2023

Payroll Type: Fire Payroll

Date Range: 4-19-2023 to 4-30-2023

NET..... \$10,039.04

DEDUCTIONS.....\$4055.64

Federal Taxes.....\$880.00

Medicare..... \$188.43

Retirement \$1584.95

Union Dues..... \$192.50

Supplemental Insurance.....\$127.85

Insurance.....\$1081.91

TOTAL PAYROLL.....\$14,094.68

City Clerk, Christine Trumbull

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: May 9th, 2023

Payroll Type: Regular/Police Payroll

Date Range: 4-10-2023 to 4-23-2023

NET..... \$78,012.80

DEDUCTIONS.....\$32,231.02

Federal Taxes.....\$8390.00

Medicare.....\$1537.58

Retirement \$9706.73

Social Security.....\$6378.88

Supplemental Retirement..... \$1100.00

Supplemental Insurance.....\$648.48

Child Support..... \$600.00

Insurance.....\$3869.35

TOTAL PAYROLL.....\$110,243.82

City Clerk, Christine Trumbull

Mayor, Leah Jaurez

Account	Beginning Balance	Deposits	Interest / Distributions	Disbursements	Ending Balance	Interest Earned FYTD
WGIF Water 7198 (99-10230)	\$30.18		\$0.12		\$30.37	\$270.97
Transfer 5% of billing						
WGIF Sewer 7199 (99-10240)	\$30.20		\$0.12		\$30.32	\$234.35
Transfer 7% of billing						
WGIF Sanitation 7200 (99-10250)	\$30.25		\$0.12		\$30.37	\$270.97
Transfer 10% of billing						
WGIF Reserve 7197 (99-10260)	\$30.18		\$0.12		\$30.30	\$212.39
WGIF General Fund 7207 (99-10270)	\$30.78		\$0.12		\$30.90	\$703.48
WGIF Parks 7240 (99-10280)	\$0.00		\$0.00		\$0.00	\$1.33
WGIF Police Fund (99-10310)	\$0.02		\$0.00		\$0.02	\$16.48
WGIF DWSRF #146 Radio Read (99-10300)	\$21,608.18		\$84.26		\$21,692.44	\$614.62
WGIF Fire Dept Trust Fund (99-10290)	\$0.02		\$0.00		\$0.02	\$17.46
WGIF Sewer Tap Fund (99-10320)	\$30.35		\$0.12		\$30.47	\$358.50
WGIF Buffalo Meadows Debt Reserve <i>Cannot touch this account</i>	\$0.01		\$0.00		\$0.01	\$6.91
WGIF Buffalo Meadows Asset Account	\$30.43		\$0.12		\$30.55	\$421.69
Wyo Class General Fund	\$117,013.60		\$469.53		\$117,483.13	\$6,250.75
Wyo Class Police Reserve	\$8,470.79		\$33.97		\$8,504.73	\$227.83
Wyo Class Cooley Trust Reserve	\$8,969.95		\$36.00		\$9,005.95	\$241.23
Wyo Class Parks Reserve	\$689.28		\$2.74		\$692.02	\$18.42
Wyo Class Sanitation Reserve	\$91,427.80		\$366.85		\$91,794.65	\$2,090.29
Wyo Class Sewer Reserve	\$65,966.05		\$264.70		\$66,230.75	\$1,462.93
Wyo Class Sewer Tap Reserve	\$107,247.56		\$430.37		\$107,677.93	\$2,718.64

RESERVES REPAY ACCOUNT DETAIL	
Account	Repay Balance
Wyo Class Gen Fund Reserve	\$117,483.13
Wyo Class Water Reserve	\$89,404.13
Wyo Class Sewer Reserve	\$66,230.75
Wyo Class Sanitation Reserve	\$91,794.65
Total Repay Balance	\$364,912.66

TOTAL ACCOUNTS DETAIL	
Account	Balance
Investments Accounts Total	\$656,525.60
FIB Sweep Account	\$500.01
City Accounts	\$603,278.22
Total Accounts Balance	\$1,260,303.83

Wyo Class Water Reserve	\$89,046.81		\$357.32		\$89,404.13	\$2,177.43
Wyo Class Buffalo Meadows Asset Account	\$139,734.89		\$560.70		\$140,295.59	\$3,619.25
Wyo Class Buffalo Meadows Debt Reserve <i>Cannot touch this account</i>	\$3,516.85		\$14.10		\$3,530.95	\$63.52
Totals	\$653,904.18	\$0.00	\$2,621.38	\$0.00	\$656,525.60	\$21,999.44

City Accounts					
Account	Ending Balance	Interest	Account	Ending Balance	Interest
Jonah Operations Account	\$358,842.78		Jonah Water Deposit Account	\$110,127.32	
Jonah Police Account	\$24,488.50		Jonah Municipal Account	\$69,716.18	
Jonah Court Bond Account	\$40,103.44				



April 2023 Account Balances

Operations Account	\$358,842.78
Water Deposit	\$110,127.32
Municipal Court	\$69,716.18
Court Bond	\$40,103.44
Police	\$24,488.50
Jonah Steel Eagle	\$500.01
WFIG Water Reserve	\$30.37
WGIF Sewer Reserve	\$30.32
WGIF Sanitation Reserve	\$30.37
WGIF General Fund Reserve	\$30.90
WGIF Reserve	\$30.30
WGIF Sewer Tap Reserve	\$30.47
WGIF Police Reserve	\$0.02
WGIF Parks Reserve	\$0.00
WGIF FD Trust Fund	\$0.02
WGIF Radio Read Fund	\$21,692.44
WGIF Buffalo Meadows Asset Account	\$30.47
WGIF Buffalo Meadows Debt Reserve	\$0.01
Wyo Class General Fund Reserve	\$117,483.13
Wyo Class Police Reserve	\$8,504.73
Wyo Class Cooley Trust Reserve	\$9005.95
Wyo Class Parks Reserve	\$692.02
Wyo Class Sanitation Reserve	\$91,794.65
Wyo Class Sewer Reserve	\$66,230.75
Wyo Class Sewer Tap Reserve	\$107,677.93
Wyo Class Water Reserve	\$89,404.13
Wyo Class Buffalo Meadows Asset Acct	\$140,295.59
Wyo Class Buffalo Meadows Debt	\$3,530.95
Totals	\$1,260,303.83
Equity Line of Credit Balance - \$143,261.66	

City Treasurer, Alyssa Hartmann

Mayor, Leah Juarez

AN ORDINANCE NO. 791: First Reading for the FY 24 Budget Year

ORDINANCE 791, APPROPRIATING MONEY FOR THE ANNUAL BUDGET OF THE CITY OF MILLS, WYOMING, FOR THE CONDUCT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF MILLS, WYOMING FOR THE FISCAL YEAR 2024.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MILLS, WYOMING, after public hearing being duly held in accordance with the statues of the State of Wyoming:

1. That the actual revenues of the current fiscal year are as follows:

- a. Fiscal Year 2024 General Revenue Fund \$5,493,727.00
- b. Grants & Loans \$4,355,780.00
- c. One Cent & Special Revenue \$1,500,000.00
- d. Enterprise Funds \$2,965,000.00
- e. Impact Fund \$150,000.00

Total Revenue: **\$14,464,507.00**

2. That the actual expenditures for the current fiscal year are as follows:

- a. Fiscal Year 2024 Actual Expenditures: **\$14,567,997.00**

3. That the actual expenditures for the 2024 budget year are as follows:

Administration	\$421,623.00	Streets	\$130,030.00
Non Departmental	\$649,193.00	Impact	\$150,000.00
City Council	\$115,471.00	Public Works Shop	\$154,188.00
Grants & Loans	\$4,355,780.00	Parks Department	\$99,279.00
Administration Enterprise	\$419,123.00	Water Department	\$446,004.00
Community Service Division	\$217,499.00	Water Treatment Plant	\$644,546.00
Police Department	\$2,087,474.00	Sewer Department	\$552,278.00
I.T. Department	\$320,109.00	Sanitation Department	\$588,074.00
Fire Department	\$1,067,027.00	Courts	\$214,045.00
Community Development	\$346,279.00	Admin Shop Enterprise	\$89,975.00
One Cent Projects	\$1,500,000.00	Total	\$14,567,997.00

PASSED ON FIRST READING ON _____ OF _____ 2023.

PASSED ON SECOND READING ON _____ OF _____ 2023

Leah Juarez, Mayor

Sara McCarthy, Council

Cherie Butcher, Council

Bradley Neumiller, Council

Tim Sutherland, Council

ATTESTED


Christine Trumbull, City Clerk

FY24 BUDGET

REVENUE

GENERAL FUND

Item # 11.


 CITY OF MILLS <small>EST. 1921</small>		FY23 PASSED	FY24 FIRST	FY24 SECOND	FY24 THIRD
		Passed 6/14/22			
	REVENUE	Ordinance #779			
	MISCELLANEOUS				
10-36-100	Miscellaneous Revenue	\$125,000.00	\$150,000.00		
10-36-130	Charter Franchise Fee	\$24,000.00	\$37,000.00		
10-36-230	Pacific Corp: RM Power	\$80,000.00	\$140,000.00		
10-36-250	Lamar Companies	\$6,000.00	\$12,000.00		
10-36-321	Ambulance Income	\$0.00	\$150,000.00		
10-36-340	AT & T Tower Income	\$22,000.00	\$24,000.00		
10-36-341	Black Hills Gas Franchise Fee	\$40,000.00	\$40,000.00		
10-36-420	Hall Rental Income	\$1,000.00	\$9,500.00		
10-36-430	Interest Income	\$1,000.00	\$32,000.00		
10-36-560	JAG.DCI Income	\$42,000.00	\$55,000.00		
10-36-700	Steel Income	\$0.00	\$3,000.00		
10-36-910	Century Link	\$3,000.00	\$3,000.00		
10-36-862	Special Events	\$0.00	\$0.00		
10-36-915	Donation Income	\$25,000.00	\$30,000.00		
10-36-925	Visionary Broadband	\$1,000.00	\$1,000.00		
10-36-935	Mt. West Broadband	\$1,000.00	\$1,000.00		
10-36-965	HUB Property Insurance	\$1,500.00	\$1,500.00		
10-36-000	Dangerous Buildings	\$0.00	\$10,000.00		
10-36-000	Lien Payments	\$0.00	\$2,000.00		
10-36-000	Reimbursements	\$0.00	\$6,000.00		
10-36-000	Building Lease (520 5th St.)	\$48,000.00	\$60,000.00		
10-36-000	Building Lease (Mills School)	\$0.00	\$200,000.00		
10-36-000	Building Lease (Library)	\$0.00	\$24,000.00		
10-36-000	Building Lease (Corner Lot)	\$0.00	\$9,000.00		
10-36-000	Seasonal Wildland	\$35,000.00	\$35,000.00		
	MISCELLANEOUS				
	TOTAL	\$455,500.00	\$1,035,000.00	\$0.00	\$0.00
	GRAND TOTAL:	\$4,181,692.00	\$5,493,727.00	\$0.00	\$0.00
		FY23 PASSED	FY24 FIRST	FY24 SECOND	FY24 THIRD
		Passed 6/14/22			
		Ordinance #779			
		DIFFERENCE	-\$1,312,035.00	\$5,493,727.00	\$0.00

FY24 BUDGET

EXPENDITURES

GENERAL FUN

Item # 11.


				Column8	Column9
		FY23 PASSED	FY24 FIRST	FY24 SECOND	FY24 THIRD
 CITY OF MILLS <small>EST. 1921</small>		Passed 6/14/22			
		Ordinance #779			
	ADMINISTRATION				
10-44-100	Salaries	\$198,911.00	\$272,480.00		
10-44-115	Payroll Taxes FICA	\$15,217.00	\$20,844.00		
10-44-120	Workers Comp	\$5,669.00	\$8,528.00		
10-44-125	Pension	\$18,638.00	\$25,531.00		
10-44-130	Overtime	\$1,000.00	\$1,000.00		
10-44-226	Postage	\$2,000.00	\$500.00		
10-44-235	Office Supplies	\$5,000.00	\$8,000.00		
10-44-240	Attorney Fees	\$140,000.00	\$0.00		
10-44-267	Cleaning Supplies	\$4,000.00	\$3,000.00		
10-44-270	WAM Membership	\$4,500.00	\$0.00		
10-44-290	Bonds Officals	\$20,000.00	\$0.00		
10-44-310	Contingencies	\$5,000.00	\$5,000.00		
10-44-350	Equipment Repairs	\$2,500.00	\$2,000.00		
10-44-351	Filing Fees	\$2,500.00	\$2,500.00		
10-44-352	Drug Testing	\$2,000.00	\$0.00		
10-44-405	Insurance Health	\$33,194.00	\$44,740.00		
10-44-620	Advertising	\$3,000.00	\$0.00		
10-44-720	Professional Services	\$5,000.00	\$5,000.00		
10-44-725	Caselle Support	\$15,000.00	\$15,000.00		
10-44-790	Storm Water Casper	\$2,500.00	\$0.00		
10-44-841	Travel	\$2,000.00	\$2,000.00		
10-44-850	Telephone Verizon	\$23,000.00	\$0.00		
10-44-851	Cells Dept. Heads	\$9,300.00	\$0.00		
10-44-856	Uniforms	\$1,500.00	\$1,000.00		
10-44-860	Insurance Support	\$7,000.00	\$0.00		
10-44-861	Financial Consultant	\$30,000.00	\$0.00		
10-44-863	LGLP	\$12,000.00	\$0.00		
10-44-890	Property Insurance	\$50,000.00	\$0.00		
10-44-909	Bank Fees	\$1,000.00	\$2,500.00		
10-44-910	Training	\$10,000.00	\$2,000.00		
10-44-930	Audit Fees	\$20,000.00	\$0.00		
10-44-940	Black Hills Gas	\$36,000.00	\$0.00		
10-44-941	Rocky Mountain Power	\$72,000.00	\$0.00		
10-44-981	New Hire Expenses	\$2,500.00	\$0.00		
10-44-982	Charter	\$3,500.00	\$0.00		
10-44-983	Centruy Link	\$1,000.00	\$0.00		
10-44-500	Dispatch	\$172,000.00	\$0.00		
10-44-000	Invoice Cloud Fees	\$0.00	\$0.00		
	ADMINISTRATION				
	TOTAL	\$938,429.00	\$421,623.00	\$0.00	\$0.00

FY24 BUDGET

EXPENDITURES

GENERAL FUN


Item # 11.

 CITY OF MILLS <small>EST. 1921</small>		FY23 PASSED	FY24 FIRST	FY24 SECOND	FY24 THIRD
		Passed 6/14/22			
FIRE DEPARTMENT		Ordinance #779			
10-56-100	Salaries	\$485,721.00	\$547,152.00		
10-56-115	Medicare	\$7,043.00	\$12,410.00		
10-56-120	Workers Comp	\$13,844.00	\$18,322.00		
10-56-125	Pension	\$77,716.00	\$93,659.00		
10-56-130	Overtime	\$20,000.00	\$38,933.00		
10-56-131	Holiday Overtime	\$18,933.00	\$0.00		
10-56-132	Volunteer/Pay Per Call	\$22,928.00	\$22,928.00		
10-56-135	FLSA Overtime	\$35,704.00	\$38,215.00		
10-56-210	Wellness/Fitness	\$13,300.00	\$11,840.00		
10-56-235	Office Supplies	\$250.00	\$750.00		
10-56-310	Contingencies	\$3,000.00	\$3,000.00		
10-56-349	Fire Hose	\$0.00	\$5,000.00		
10-56-350	Equipment Repairs	\$7,000.00	\$7,000.00		
10-56-370	Fuel	\$12,500.00	\$12,500.00		
10-56-392	Fire Investgation	\$250.00	\$500.00		
10-56-393	Fire Prevention	\$250.00	\$500.00		
10-56-394	On Coming Testing	\$1,500.00	\$750.00		
10-56-405	Health Insurance	\$99,653.00	\$96,428.00		
10-56-425	Medical Supplies	\$25,000.00	\$25,000.00		
10-56-502	911 Fire Dispatch	\$0.00	\$23,000.00		
10-56-510	Air Packs & Bottles	\$3,000.00	\$0.00		
10-56-620	Building & Grounds	\$5,000.00	\$7,500.00		
10-56-650	Radios	\$5,000.00	\$5,000.00		
10-56-730	Service Agreements	\$12,000.00	\$20,000.00		
10-56-815	Tires	\$10,000.00	\$8,000.00		
10-56-820	Safety Equipment (PPE)	\$0.00	\$7,173.00		
10-56-855	Uniforms	\$11,000.00	\$11,000.00		
10-56-910	Training	\$12,000.00	\$6,000.00		
10-56-915	Licensing	\$4,000.00	\$5,000.00		
10-56-920	EMS Bill Pay	\$0.00	\$2,500.00		
10-56-950	Vehicle Repairs	\$10,000.00	\$15,000.00		
10-56-960	Wildland Equipment	\$0.00	\$2,500.00		
10-56-963	Incentive Pay	\$5,800.00	\$11,967.00		
10-56-970	EFSA/Floor Plan	\$2,000.00	\$2,000.00		
10-56-000	Backgrounds	\$0.00	\$5,500.00		
FIRE DEPARTMENT					
TOTAL		\$924,392.00	\$1,067,027.00	\$0.00	\$0.00

FY24 BUDGET

BALANCE

Item # 11.

 CITY OF MILLS <small>EST. 1921</small>	FY23 PASSED	FY24 FIRST	FY24 SECOND	FY24 THIRD
		Passed 6/14/22		
FY22	Ordinance #779			
BALANCE				
REVENUE				
General Fund	\$4,138,192.00	\$5,493,727.00		
Grants	\$0.00	\$4,355,780.00		
One-Cent	\$4,487,502.00	\$1,500,000.00		
Enterprise	\$2,917,850.00	\$2,965,000.00		
Impact		\$150,000.00		
TOTAL REVENUE BALANCE	\$11,543,544.00	\$14,464,507.00		
EXPENDITURES				
General Fund	\$4,922,754.00	\$5,822,217.00		
Grants	\$0.00	\$4,355,780.00		
One-Cent	3,962,180.00	\$1,500,000.00		
Enterprise	\$2,658,610.00	\$2,740,000.00		
Impact		\$150,000.00		
TOTAL EXPEND. BALANCE	\$11,543,544.00	\$14,567,997.00	\$0.00	\$0.00
DIFFERENCE	\$0.00	-\$103,490.00	\$0.00	\$0.00

8.40.110 - Massage bodywork therapist permit.

No person shall practice as a massage and/or bodywork therapist, proprietor, employee or otherwise, unless he/she has a valid and subsisting massage therapist permit issued by the city clerk's Office, pursuant to the provisions of this chapter. An application for a permit shall be submitted to the clerk of the city of Mills who will forward the application to the Mills Police Department for the purpose of conducting background checks and fingerprinting.

8.40.120 - Application for massage establishment license.

A. Any person desiring to engage in the business, trade, profession, operation or conduct of a massage establishment as provided in this chapter shall, before engaging in such business, file an application and pay an application fee of one hundred dollars for a license in the office of the Mills City Clerk. The application once accepted shall be referred to the Mills Police Department for investigation of the applicant's background including the submission of fingerprints.

The requirements of the application are:

1. The full and true name(s) and any other name(s) used by each applicant (hereinafter all provisions which refer to the applicant include any applicant which may be a corporation or partnership, LLC, etc.);
2. The present address and telephone number and a valid driver's license or social security number of each applicant.
 - a. If the applicant is a corporation, partnership, limited partnership, LLC, etc., hereafter business entity, the names and residence addresses of each of the officers and directors of said business entity owning more than ten percent of the business entity, and the address of the business entity, if different from the address of the massage establishment;
3. The location, mailing address, and all telephone numbers where the massage establishment is to be conducted;
4. The prior addresses for three years immediately prior to the date the application for a business license and/or permit of the applicant is submitted to the city clerk's office;
5. Proof that the applicant is over the age of majority;
6. The massage or similar business history of each applicant; whether such person, in previously operating in this or another city, county or state, has had a business license or permit revoked or suspended, the reason therefore, and the business activity or occupation subsequent to such action of suspension or revocation;

7. The name and address of each massage therapist who is or will be employed in such establishment;

8. Authorization for the Mills Police Department, its agents and employees to seek information and conduct a national background investigation with fingerprinting, and an investigation into the truth of the statements set forth in the application. The applicant shall be fingerprinted at the Mills Police Department; and

9. The applicant shall notify the clerk's office, who in turn will notify the Mills Police Department, of any change in any of the data required to be furnished by this section within seven business days after such change occurs.

Upon completion of the application and the furnishings of all the foregoing information, the Mills City Clerk's Office shall accept the application for processing and forward the application to the Mills Police Department to begin the background check process.

8.40.130 - Application for massage and/or bodywork therapist permit.

The application, and application fee of sixty dollars to apply for a massage therapist permit shall be made to the city clerk's office with the same requirements, and in the manner, as provided in Section 8.40.120, for a massage establishment license. In addition, the application shall contain the following:

- A. Proof of not less than three hundred thousand dollars in general liability insurance coverage;
- B. Proof that the applicant has graduated from a massage therapy school as defined by this chapter;
- C. Proof that the applicant has passed the MBLEx Examination administered by the Federation of State Massage Therapy Boards or administered by an organization approved by the city clerk's office.

8.40.140 - Issuance of license for a massage establishment or permit for a massage therapist.

A. Upon completion of the application review, the city clerk may issue a license for a massage establishment and/or a permit for a massage and/or bodywork therapist to any person if all requirements for a massage establishment license or massage therapist permit as described in this chapter are met unless the city clerk's office finds:

- 1. The operation, as proposed by the applicant, if permitted, would not comply with this code chapter; or
- 2. The applicant, if an individual or if a business entity owner owning ten percent or more of the entity and the officers, members, partners and directors of the

entity, or the holder of any lien, of any nature, upon the business and/or the equipment used therein, and the manager or other person principally in charge of the operation of the business, have been convicted of any of the following offenses or convicted of an offense, that would have constituted any of the following offenses if committed within the last ten years within the state of Wyoming:

- a. An offense involving the use of force and violence upon the person of another that amounts to a felony or would qualify as domestic violence; or
- b. An offense involving sexual misconduct; or
- c. An offense involving narcotics, dangerous drugs or dangerous weapons that amounts to a felony; or

3. The applicant, if an individual, or business entity owner owning ten percent or more of the entity, and the officers, members, partners, and directors of the entity, or the holder of any lien, of any nature upon the business and/or the manager or other person principally in charge of the business has after reaching the age of majority been convicted, including pleas of guilty or nolo contendere, or any offense in Wyoming or any other jurisdiction containing the same elements, or arising out of the same or similar facts or circumstances which requires registry as a sex offender; or

4. The applicant has knowingly made any false, misleading or fraudulent statement of fact in the license or permit application or in any document required by the applicant; or

5. The applicant, if an individual, or any of the officers, directors, members or owners owning ten percent or more of the business entity, or manager or other person principally in charge of the operation of the business, is not over the age of eighteen years old.

8.40.150 - Approval or denial of application.

The city of Mills Clerk's Office (hereafter clerk's office) shall act to approve or deny an application for licenses and permits under this section within ten business days no., after the reception of recommendation letter from the chief of police, or his or her designee, based on the applicant's ability to meet and maintain the requirements regarding the applicant's criminal background and history as required in this chapter.

8.40.160 - Reserved.

8.40.170 - Reserved.

8.40.180 - Massage establishment operating requirements.

No person or business entity shall engage in, conduct or carry on, or permit to engage in, conduct or carry on, the operation of a massage establishment unless each and all of the following requirements are met. If the requirements are not met or violated such act or omission is a violation of this chapter and is unlawful;

A. Each person employed or acting as a massage and/or bodywork therapist shall have a valid permit issued pursuant to the provisions of this chapter, and it shall be a violation of this chapter for any owner, operator, responsible managing employee, manager, or licensee in charge of or in control of a massage establishment to employ or allow a person to act as a massage and/or bodywork therapist who is not in possession of a valid permit;

B. When a health officer or his or her designee has reasonable cause to suspect possible disease transmission by an employee of a massage establishment, he/she may secure a morbidity history of the suspected employee or make any other investigation as indicated and shall take appropriate action.

8.40.190 - Massage therapist operating requirements.

No person will engage in, conduct or carry on the practice of a massage therapist unless each of the following requirements are met; if the requirements are not met or violated such act or omission is a violation of this chapter and is unlawful:

A. Possession of a valid permit issued pursuant to the provisions of this chapter, a copy of which will be made available upon request.

8.40.200 - Transfer of permit.

No license or permit shall be transferable.

8.40.210 - Sale or transfer location.

Upon an application for sale or relocation of a massage establishment, the application shall be treated as a new facility.

8.40.220 - Name and place of business.

No person granted a license pursuant to this chapter shall operate the massage establishment under a name not specified in his/her license, nor shall he/she conduct business under any designation or location not specified in his/her license. Off premises massage service can be included in approved establishment's or permittee's permit.

8.40.230 - Traveling massage therapists; exceptions.

A.

The practice of massage therapy by a person who is a resident of another state and is licensed by the state or local government of such residency or who can legally practice massage therapy in such state, or a person who is a Wyoming resident practicing massage therapy but is not a resident of the city of Mills, who is in Mills temporarily may practice massage therapy no more than ten days in any one calendar year, under one of the following circumstances:

- A. The person is traveling with and administering massage therapy to members of a professional, collegiate, or amateur sports organization, or dance troupe, music, theatrical or other performing arts group, or other athletic organization;
- B. The person provides massage therapy at a public athletic event such as the Olympic games, Special Olympics, youth Olympics, or marathons if the massage therapy is provided no earlier than forty-eight hours prior to the commencement of the event and no later than twenty-four hours after the conclusion of the event;
- C. The person is part of an emergency response team or is otherwise working with or for disaster relief officials to provide massage therapy in connection with a disaster situation; or
- D. The person is participating as a student in or instructor of an educational program which meets the requirements of "school" as defined under this chapter.

8.40.240 - Denial, suspension or revocation of license or permit.

A. Should a permit be denied for any reason set forth in this Code the following procedure shall apply:

1. Within three business days of the denial of an application for a massage establishment license, or a massage therapist permit, the applicant may file with the city clerk's office a written request for an appeal hearing. At such hearing, to be held at a reasonable time after receipt of request, evidence shall be received for the purpose of determining whether or not such denial shall be upheld. During the hearing, all requirements of the Wyoming Administrative Procedures Act shall be followed and an independent hearing officer, a member of the Wyoming State Bar, shall be retained to conduct such hearing and render a decision on the issue(s).

2. Any individual who has practiced massage therapy, or has owned a massage establishment in Mills, Wyoming, for at least twelve months preceding the denial of their application for permit or license, may continue to practice massage therapy and/or operate their massage establishment throughout their appeal process.

B. The notification of the reasons for such decisions shall be set forth in writing and sent to the applicant by means of registered or certified mail or hand delivery.

C. Suspension or Revocation. Any massage establishment license or massage therapist permit shall be subject to a non-arbitrary suspension or revocation by the city clerk's office for a violation in the issuance of such permit in the first instance, or for the

violation of any law regulating massage establishments or massage therapists. A suspension of five days or more or a revocation may be appealed pursuant to the procedure referred in the preceding two paragraphs.

D. Grandfather Provision. Any individual who has practiced massage therapy or bodywork, may upon paying a fee of sixty dollars, be granted a massage therapist permit to practice in this city without being required to have five hundred hours of schooling and to take an examination, if the applicant provides evidence satisfactory to the clerk as follows:

1. Actively practiced in Mills, Wyoming for at least two of the last three years prior to the effective date of this ordinance [from which this section derives]; and

2. Graduated from a school of massage or massage therapy program approved by the clerk's office which may be proven by presentation of a diploma or by providing credentials or a professional portfolio or passed an examination acceptable to the clerk; and

3. Is not subject to suspension, revocation, or otherwise restricted in any manner for disciplinary purposes; and

4. Qualifies for licensure or permit under this section pursuant to the background check and fingerprinting provisions; and

5. Denial of an application or suspension, or revocation of a permit issued pursuant to the grandfather provision shall follow the same appeal process as set out subsections A. through C above.

8.40.250 - Exemptions for professional practices.

The following persons practicing massage therapy or bodywork while providing one of the professional services as set out in this section are exempt from the provisions of this chapter concerning massage therapy:

A. Physicians, physician's assistants, surgeons, chiropractors, osteopaths, occupational therapists, or physical therapists who are licensed to practice their respective profession in the state of Wyoming.

B. Registered nurses, licensed practical nurses, and certified nursing assistants performing massage services in the course of their usual nursing duties.

C. Barbers or beauticians who are licensed under the laws of this state, except that this exemption shall apply solely to the massaging of the neck, face, scalp and hair of the customer or client for cosmetic beautifying purposes.

D. Cosmetologists and nail technicians who are licensed under the laws of this state, except that this exemption shall solely apply to the massaging of the customer or client's lower leg, starting at the section of the leg at and below the customer or client's kneecap and including their ankles, and feet; and the customer or clients' arms, starting at the customer or client's shoulder to their fingertips.

E. Hospitals, clinics, nursing and convalescent homes, and other similarly licensed health care facilities.

8.40.260 - Renewal procedures.

A. Any massage establishment license or massage therapist permit issued under the provisions of this chapter shall be valid for two years from the date of issuance.

B. Any person holding a valid massage establishment license or a valid therapist permit who wishes to renew the same shall submit to the city clerk's office no less than sixty days, but no more than ninety days prior to the renewal date the same information and documentation as required for the initial issuance as previously set forth herein.

C. The city clerk's office shall act to approve or deny an application for renewal of a permit under this chapter within a reasonable period of time and in no event shall the city clerk's office act to approve or deny said permit later than thirty days from the date and said renewal application was accepted and found to be complete by the city clerk's office.

8.40.270 - Severability and effective date.

If any section, subsection, sentence, clause, phrase, or portion of this chapter is for any reason held invalid or unconstitutional by any court or competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

8.40.280 - Violation penalty.

A. Any person or business entity violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor and may be punishable by a fine up to seven hundred and fifty dollars, six months incarceration or both. Ongoing violations are separate occurrences and may result in additional charges.

B. The owner of any premises located in the City of Mills which knowingly allows a tenant or occupant of a premises to operate in violation of the provision of this chapter shall be deemed guilty of a misdemeanor and may be punishable by a fine up to seven hundred and fifty dollars.

C. Should any person or business entity, including an owner of a premises described in Section 8.40.280(B) be cited twice in a five-year period under this section, the City of Mills may, in addition to the remedies and provisions otherwise set forth herein, regard the premises as a public nuisance and seek equitable relief in a court of competent jurisdiction, including, but not limited to, seeking an injunction precluding said person or business entity from continuing on in business in the City of Mills and precluding the owners of such a premises from allowing it to be occupied by a person or business entity that has been found to be in violation of this chapter.

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 (1) 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

RESOLUTION NO. 2023-7

A RESOLUTION ESTABLISHING RATES FOR AMBULANCE SERVICES FOR THE CITY OF MILLS, WYOMING

WHEREAS, the City of Mills desires to protect the safety and wellbeing of its citizens; and,

WHEREAS, the City of Mills operates ambulance and medical services for persons who are in need of emergency medical services and non-emergency attendant care; and

WHEREAS, the City incurs substantial cost in the operations of said ambulance and emergency medical services; and,

WHEREAS, it is the policy of the City that such services be paid for through fees charged to person, who used said services; and

WHEREAS, on a comparative basis, other ambulance services experience the same need to pay all those operating such services; and

WHEREAS, the Mayor and City Council of Mills feel the Emergency Medical Services rate should be changed to a more competitive rate to offset the cost of equipment; and

NOW, THEREFORE BE IT RESOLVED, the City of Mills hereby adopts the attached rates to be charged for ambulance and emergency services provided by the City of Mills, Wyoming.

Effective July 1, 2023, the Mills Fire Department will be increasing their ambulance rates. The current rates have been in effect since October 2017.

BLS Non-Emergency	\$ 1,150
BLS Emergency	\$ 1,380
ALS Non-emergency	\$ 1,495
ALS Emergency, Level 1	\$ 1,725
ALS Emergency, Level 2	\$ 2,185
Specialty Care Transport	\$ 2,300
Mileage	\$ 25/mile
Treat and Release	\$ 132.25 **
Event stand-by	\$ 110/hour

** Treat and Release runs are to only be charged if we have treated the patient at the ALS Level 1 or higher skill level, and have released the patient without transporting them. We

will not charge a treat and release fee if we do not meet the ALS Level 1 or higher criteria. **

ADOPTED DATED THIS _____ DAY OF _____, 2023.

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cherie Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

City Clerk, Christine Trumbull

CERTIFICATE

I, Christine Trumbull, City Clerk, hereby certify that the foregoing Resolution 2023-7 was adopted by the city of Mills at a public meeting held on May 9th, 2023, 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, Christine Trumbull

RESOLUTION NO. 2023-8

RESOLUTION SETTING RECORDS RETENTION POLICY FOR THE CITY OF MILLS, WYOMING

WHEREAS, Wyo. Statute Section 9-2-410 (2005), as amended, provides that all public records, including those of the political subdivision, are the property of the state and shall be preserved, stored, transferred, destroyed, or disposed of only in accordance with Wyo. Statute Sections 9-2-405 through 9-2-413, and

WHEREAS, all City of Mills records are declared to be public property and the handling of such records contrary to the above-referenced statutes is prohibited, and

WHEREAS, the City of Mills desires to establish an active and continuing program for the efficient and economical management of all City records and to develop policies and procedures for the administration of the program.

WHEREAS, Wyoming Statute Section 9-2-410 states: “All public records are the property of the state. They shall be delivered by outgoing officials and employees to their successors and shall be preserved, stored, transferred, destroyed or disposed of, and otherwise managed, only in accordance with W.S. 9-2-405 through 9-2-413.” These statutes and the Mills Municipal Code provide the authority to develop and maintain a records management system that will effectively and efficiently ensure the safety, maintenance, preservation and disposition of records developed by certain City agencies.

WHEREAS, The citizens of the City of Mills have a right to expect efficient and cost-effective government, and the management of City records is necessary for the economic operation of the City. Preservation of records of permanent value is mandatory to provide citizens with information concerning historical and operational data. The establishment of uniform standards and procedures for the maintenance, preservation, microfilming or other disposition of City.

WHEREAS, The governing body of the City of Mills hereby declares its support of the efforts to establish and adopt a records management program for the orderly and efficient retention, retrieval and disposition of records of the City. The creation of a records program will be administered pursuant to legal, fiscal, administrative, and archival requirements and in accordance with state law. The State of Wyoming Records Management Manual shall be adopted by the City of Mills as its records management manual, where applicable.

WHEREAS, The records retention program will release space and reduce the need for storage and filing equipment; establish an efficient retrieval operation for both active and inactive municipal records; provide for routine disposition of paperwork; maintain security over municipal records; secure a central records storage facility which can be operated and maintained by records management staff; and ensure that the City stays in compliance with state law.

NOW, THEREFORE, The City Council of the City of Mills, Wyoming, hereby resolves as follows:

Municipal retention schedules. The City of Mills will implement that all records subject to this Resolution be kept for a period of 10 years. Where applicable, and to the extent possible, the City Administrator, after consultation with the Mayor, will implement the records retention schedule for each City division according to the State of Wyoming Records Management Manual adopted by the Wyoming Archives, Museum and Historical Department, Archives Records Management Division, or otherwise in keeping with this policy.

Electronic Storage to be implemented. Wherever practicable and otherwise allowable by law, electronic storage of records shall be implemented. The system to be implemented shall reflect the best practicable electronic storage, keeping in mind the need for accessibility and changes in technology over time, that are available at the time the record is stored.

Applicability to be presumed. It shall be presumed that all records maintained by the City of Mills are subject to this Resolution unless otherwise provided for with specificity. This assumption shall apply whether or not the records are specifically referenced in this Resolution.

Specific Retention. All checking, banking and financial records are to be retained in a recoverable form, whether in paper form or electronically, preserving the following data:

- All bank statements and records received on a regular basis by the City of Mills, which shall be electronically stored no less than once per month.
- All Account numbers for banking information and account numbers or voucher numbers for issued checks or drafts issued by the City of Mills.
- The front and back of negotiated checks or drafts issued by the City of Mills, which shall be electronically stored no less than once per month.
- Deposit Slips for all deposits into any bank account by the City of Mills, which shall be electronically stored no less than once per month.
- Bank statements for the City of Mills on all bank accounts held by it or in its name, which shall be electronically stored no less than once per month.
- All vouchers or bills submitted for payment by the City of Mills, which shall be accompanied by proof of receipt reflecting issuance by the party seeking payment and receipt by the City, which shall be electronically stored no less than once per month.
- Petty cash documentation reflecting receipts and payments sufficient to identify the amount paid or received, payee and the basis or reason for payment.

Paper v. Electronic Retention. This policy favors electronic retention wherever possible. However, before any physical records is proposed to be destroyed after being electronically recorded, it shall first be determined if the original paper or physical record must be maintained. This is not to suggest that an electronic copy shall not also be maintained.

Transfer of Records to Records Retention Facility. All city departments are required to work directly with the City Administrator or his delegees on records retention. The City Administrator shall be advised of all requests for indexing, locating, microfilming, scanning, and disposing of records through utilization of Certificates of Disposition provided by the City Administrator. If records are requested to be turned over to the State of Wyoming Archives office, they will be submitted through the City Administrator, who shall consult with the Director of the Department of State Parks and Cultural Resources for the preservation of public records through reproductive processes (i.e., microfilming, microphotographic, photographic, photostatic) necessary for the archival retention of said records pursuant to W.S. 9-2-413C. Disposition of records submitted to the Department Head of Administrative Services will be archived or disposed of only after review and written approval of the respective division department heads.

Disposal and Deaccession of Records. In each case in which it is proposed that records be disposed of, or provided to the State of Wyoming Archives, said documents shall be identified with specificity and the recommendation for disposal or deaccession shall be signed by the Department Head which generated or controlled the original records as well as the City Administrator. Prior to disposal or deaccession the request to dispose of, or deaccess the records, shall be submitted to the Mayor and Town Council which, prior to the same occurring, shall first approve the same by resolution. Should a resolution not approve the same, the disposal or deaccession shall not be allowed.

Resolved this ____ day of ___, 2023

CITY OF Mills

By: _____
Leah Juarez, Mayor

Cherie Butcher, Councilman

Sara McCarthy, Councilman

Bradley Neumiller, Councilman

Tim Sutherland, Councilman

ATTEST:

City Clerk, Christine Trumbull