

**REGULAR CITY COUNCIL
MEETING**

September 27, 2022

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

Mayor:
Seth Coleman
Council President:
Darla Ives
Council Members:
James Hollander
Sara McCarthy
Brad Neumiller

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC HEARINGS

- 1. Dangerous Building:**4528 Mountain View Drive
- 2. Dangerous Building:****759** N 6th Ave & 771 N 6th Ave
- 3. Fire Hydrant Place Project**

CONSENT AGENDA

Minutes

- 4.** Council Meeting Minutes 9-13-2022
- 5.** Executive Session Minutes 9-13-2022 for a Legal Issue

City Licenses

- 6.** New and Renewal Business and Contractor Licenses 9-27-2022

Financial Approvals

- 7.** Fire Payroll
- 8.** Regular/Police Payroll
- 9.** Financial Breakdown Reports 9-27-2022
- 10.** Court Income August 2022

ORDINANCES AND RESOLUTIONS

- 11. Resolution 2022-36:** Fair Housing Resolution City of Mills Fire Hydrant Replacement Project
- 12. Resolution 2022-37:** A Resolution Regarding the Establishment of a Shelf- Assessment Fire Inspection Program for the City of Mills

COUNCIL APPROVALS

13. Council Approval of the Animal Contract with Metro

OPEN DISCUSSION

EXECUTIVE SESSION

14. Legal Issue

15. Real-Estate Issue

16. Real-Estate Issue

ADJOURNMENT

NEXT MEETING - October 11th, 2022 @ 7:00pm/ October 25th, 2022 @ 7:00pm

NEXT WORK SESSION - October 10th, 2022 @ 9:00am/ October 11th, 2022 @ 6:00pm/ October 25th, 2022 @ 6:00pm

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact City Hall at 307-234-6679 within 48 hours prior to the meeting in order to request such assistance.

Resolution No. 2022-36

Fair Housing Resolution City of Mills Fire Hydrant Replacement Project

WHEREAS, it is this body’s firm belief that discrimination in housing, employment and public accommodation not only threatens the rights and privileges of the citizens of the City of Mills but also menaces the institutions and foundations of a free and democratic society; and,

WHEREAS, this body desires to give effect to the guarantees of equal rights contained in the Constitution and laws of this State of the United States and to encourage and bring about mutual self-respect and understanding among all citizens and groups within the City of Mills; and,

WHEREAS, under the Federal Fair Housing Law, it is illegal to deny housing to any persons because of race, color, religion, sex, or national origin;

THEREFORE, be it resolved that the City of Mills, Wyoming makes a firm commitment to eliminate prejudice, intolerance, disorder, and discrimination in housing based on race, color, religion, sex, or national origin.

THEREFORE, be it also resolved that the City of Mills will adhere to the following procedures to accomplish the purpose of the aforementioned resolution:

1. All and any discrimination complaints will be in writing, signed and addressed to the Office of Fair Housing and Equal Opportunity, Department of Housing and Urban Development, 1405 Curtis Street, Executive Towers, Denver, CO 80202.
2. The Fair Housing and Equal Opportunity Logo will be displayed in the City buildings.
3. The City will:
 - a. assist and promote community efforts and responsible local fair housing groups to enact fair housing laws or to promote fair housing within the community;
 - b. encourage local fair housing advocates in developing educational programs to provide fair housing information to the community;
 - c. instruct all department heads regarding the goals and objectives of the Fair Housing Law;

PASSED, APPROVED, AND ADOPTED this 27th Day of September 2022.

CITY OF MILLS, WYOMING

Seth Coleman, Mayor

Sara McCarthy, Council

James Hollander, Council

Darla R. Ives, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk

NOTICE OF HEARING

NOTICE IS HEREBY GIVEN on
September 2nd, 2022 to Marc B. Alden at 759 N 6th Ave, Mills WY 82604 and Bankers Trust Company of California 130 Liberty
Street, New York NY 10006 and N.A. Collections Center of Wyoming PO Box 4000 Rawlins, WY 82301 and Rocky Mountain
Recovery Systems PO Box 607 Gillette WY 82717

have been sent a bill for UPON
COMPLETION of the property at
771 Nth 6th Ave and 759 N 6th Ave Mills, Wyoming has been
notified of a dangerous building
and has been demolished. Item-
ized and list of work done. Demo
performed by Robinson Contracting INC., in the amount of
\$16,914.72 and Attorney Fees in the amount of \$692.00 for a

TOTAL: \$17,606.72. The names of
owners and addresses who
received such notice are Marc B. Alden at 759 N 6th Ave, Mills WY 82604 and Bankers Trust Company of California 130 Liberty
Street, New York NY 10006 and N.A. Collections Center of Wyoming PO Box 4000 Rawlins, WY 82301 and Rocky Mountain
Recovery Systems PO Box 607 Gillette WY 82717

NOTICE OF HEARING
will be September 27th, 2022 at 7:00pm
or as time allows at the City of Mills,
City Hall. If there are any questions,
please contact Christine Trumbull,
City Clerk for the City of Mills at
307-234-6679.

Published: September 11th 2022
Legal No:

PUBLIC HEARING

The Mills City Council will hold a public hearing at the 7 p.m. meeting on Tuesday, September 27th, 2022 at 704 Fourth St., in the Mills City Council Chambers to consider a Grant for Fire Hydrant Placement Project, City of Mills, Wyoming. Information regarding the request is available at the City Hall or by calling (307) 234- 6679. Written comments may be directed to the City Planner, P.O. Box 789, Mills, WY 82644 and must be received prior to the date and time of the public hearing.

Publish Date: September 14th 2022 *(Publish only text above line.)*



Section 504 of the Rehabilitation Act of 1973 (Section 504) and Title II of the Americans with Disabilities Act of 1990 (Title II). Section 504 and Title II of the ADA prohibit discrimination on the basis of disability and contain specific requirements regarding accessibility for persons with disabilities.

As a CDBG grantee, you are required to provide WBC with the name of the person or office responsible for assuring compliance with Section 504.

Grantee City of Mills

Project WTP Finishing Tank

Section 504 compliance monitored by:

Name Christine Trumbull

Office/Division Town Clerk

Address 704 4th Street

Mills, Wyoming 82644

Phone 307-234-6679 E-mail ctrumbull@millswy.gov

Signature of Chief Elected Official

4/21/20

Date

Residential Antidisplacement and Relocation Assistance Plan under Section 104(d) of the Housing and Community Development Act of 1974, as Amended

City of Mills will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.496a(b)(1).

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, City of Mills will make public and submit to the Wyoming Community Development Authority the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units; and
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy.

City of Mills will provide relocation assistance, as described in 570.496a(b)(2), to each low/moderate-income household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities. Consistent with the goals and objectives of activities assisted under the Act, City of Mills will take the following steps to minimize the displacement of persons from their homes:

"Activities that will directly or indirectly result in the displacement or relocation of low-to-moderate income citizens will not be funded with CDBG funds."

Signed: _____
Seth Coleman

Title: Mayor
Date: _____

**REGULAR CITY COUNCIL
MEETING**

September 13, 2022

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

Mayor:
Seth Coleman
Council President:
Darla Ives
Council Members:
James Hollander
Sara McCarthy
Brad Neumiller

MINUTES

CALL TO ORDER

Mayor called the meeting to order at 7:00pm.

ROLL CALL

PRESENT

Mayor Seth Coleman
Council President Darla Ives
Council Member Jim Hollander
Council Member Sara McCarthy
Council Member Brad Neumiller

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- 1. Council Meeting Minutes 8-23-2022

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 2. Executive Meeting Minutes 8-23-2022 Legal Issue

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 3. Executive Meeting Minutes 8-23-2022 Legal Issue

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 4. Executive Meeting Minutes 8-23-2022 Legal Issue

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

City Licenses

- 5. New and Renewal Business and Contractor Licenses 9-13-2022

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

Financial Approvals

- 6. Fire Payroll: 8-10-2022 to 8-21-2022

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 7. Fire Payroll: 8-22-2022 to 9-2-2022

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 8. Regular/Police Payroll: 8-15-2022 to 8-28-2022

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 9. Treasurer Report August 2022

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

- 10. Financial Breakdown Report 9-13-2022

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

ORDINANCES AND RESOLUTIONS

COUNCIL APPROVALS

11. Council Supports the Mayor to Sign the Proclamation for the September Hunger Action Month

Motion made by Council President Ives, Seconded by Council Member Neumiller.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

12. Council Authorizes the Mayor to Sign the MOU With the Natrona County Health Department

Motion made by Council Member Neumiller, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

13. Council Approval to Write Off the Ambulance Bill in The Amount of \$2010.00

Motion made by Council President Ives, Seconded by Council Member McCarthy.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

14. Council Authorizes the Mayor to Sign the MOU with Anticline

Motion made by Council Member Neumiller, Seconded by Council Member McCarthy.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

15. Council Approval of the Standard Service Agreement with Y2 for Planning Services

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

16. Council Approval of the Appointment of Megan Nelms as the Planner for The City of Mills

Motion made by Council Member Neumiller, Seconded by Council Member McCarthy.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

OPEN DISCUSSION

Barb:

She was present from Food Bank of The Rockies to say thank you for helping out and to give us some information on how we can help more and volunteer out time. She talked about the problem with children and seniors going hungry. She wanted to give recognition to Brian Kenny from Mountain View Church. His food pantry is so good and he does very well. He really cares about the community and the people who help out. He would do anything for anyone. We are honored to have him. The Mayor stated to the City Clerk if we could get a certificate for him for the work that he does.

EXECUTIVE SESSION

17. Legal Issue

Mayor asked for a motion to go into Executive Session for a legal issue at 7:10pm.

Motion made by Council Member Neumiller, Seconded by Council Member McCarthy.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller.

Back from Executive Session at 7:19pm.

Action: Council Authorized the City Attorney for a formal action on a legal issue.

Motion made by Council Member Neumiller, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

ADJOURNMENT

Mayor asked for a motion to adjourn the Council Meeting at 7:20pm.

Motion made by Council President Ives, Seconded by Council Member Hollander.
Voting Yea: Mayor Coleman, Council President Ives, Council Member Hollander, Council Member McCarthy, Council Member Neumiller

NEXT MEETING - September 27th, 2022 @ 7:00pm/ October 11th, 2022 @ 7:00pm

NEXT WORK SESSION - September 27th, 2022 @ 6:00pm/ October 10th, 2022 @ 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.

Mayor, Seth Coleman

City Clerk, Christine Trumbull

Council Meeting SEPTEMBER 27th, 2022

Item # 6.

NEW BUSINESS LICENSES

| | BUSINESS NAME | FIRE INSPECTION | INSURANCE |
|---|----------------------|------------------------|------------------|
| 1 | SODA SPRINGS DRINKS | YES | YES |
| 2 | | | |
| 3 | | | |
| 4 | | | |

RENEWAL BUSINESS LICENSES

| | BUSINESS NAME | FIRE INSPECTION | INSURANCE |
|----|---|------------------------|------------------|
| 1 | AUDIE'S SMALL ENGINE | YES | YES |
| 2 | CLE PROPERTIES dba D & C PROPERTIES & STORAGE | YES | NO |
| 3 | EQUIPMENT MAINTENANCE PRODUCTS | YES | NO |
| 4 | FIBERGLASS & MOORE | YES | NO |
| 5 | GRAY TELEVISION dba KCWY-TV | YES | YES |
| 6 | GREEN BIT & TOOL | YES | NO |
| 7 | ROCKY MOUNTAIN WEED CONTROL | YES | YES |
| 8 | 307 HEALING WATERS | YES | NO |
| 9 | TACO JOHNS | YES | YES |
| 10 | | | |
| 11 | | | |
| 12 | | | |
| 13 | | | |
| 14 | | | |
| 15 | | | |
| 16 | | | |
| 17 | | | |
| 18 | | | |
| 19 | | | |
| 20 | | | |
| 21 | | | |
| 22 | | | |
| 23 | | | |
| 24 | | | |
| 25 | | | |
| 26 | | | |
| 27 | | | |

NEW CONTRACTOR LICENSES

| | BUSINESS NAME | FIRE | INSURANCE | CONTRACTOR ID |
|---|----------------------|-------------|------------------|----------------------|
| 1 | TYLER PLUMBING | N/A | N/A | YES |
| 2 | | | | |
| 3 | | | | |

RENEWAL CONTRACTOR LICENSES

| | BUSINESS NAME | FIRE | INSURANCE | CONTRACTOR ID |
|----|----------------------------|-------------|------------------|----------------------|
| 1 | ATLANTIC ELECTRIC | N/A | N/A | YES |
| 2 | BIG BADGER PLUMBING | N/A | N/A | YES |
| 3 | MEGA CONSTRUCTION | N/A | N/A | YES |
| 4 | WAYNE COLEMAN CONSTRUCTION | N/A | N/A | YES |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: September 27th, 2022

Payroll Type: Fire Payroll

Date Range: 9-3-2022 to 9-14-2022

NET..... \$13,358.32

DEDUCTIONS.....\$5166.56

Federal Taxes.....\$1438.00

Medicare..... \$252.67

Retirement \$2083.13

Union Dues..... \$192.50

Supplemental Insurance.....\$118.35

Insurance.....\$1081.91

TOTAL PAYROLL.....\$18,524.88

City Clerk, Christine Trumbull

Mayor, Seth Coleman



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: September 27th, 2022

Payroll Type: Regular/Police Payroll

Date Range: 8-29-2022 to 9-11-2022

NET..... \$73,319.52

DEDUCTIONS.....\$31,078.96

Federal Taxes.....\$8120.00

Medicare..... \$1449.80

Retirement \$9294.23

Social Security.....\$6003.58

Supplemental Retirement..... \$1050.00

Supplemental Insurance.....\$484.22

Child Support..... \$600.00

Insurance.....\$4077.13

TOTAL PAYROLL.....\$104,398.48

City Clerk, Christine Trumbull

Mayor, Seth Coleman



CITY OF MILLS

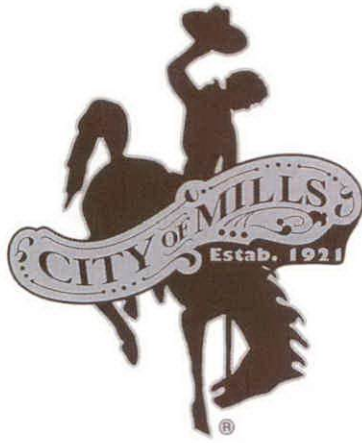
EST. 1921

BILLS

Meeting Date: September 27th, 2022

Bills

| | |
|------------------------------|--------------|
| ACH..... | \$12,684.04 |
| VOUCHERS..... | \$161,472.28 |
| MANUAL CHECKS CITY HALL..... | \$4174.97 |
| MANUAL CHECKS COURT..... | \$1550.00 |
| VOIDED CHECKS..... | \$0.00 |



CITY OF MILLS

EST. 1921

CHECK LIST FOR
September 27th, 2022
COUNCIL MEETING
City Hall/Court

| | | |
|-----------|-------------|--------------|
| 9-13-2022 | 30163 | Void |
| 9-13-2022 | 30164-30168 | Transmittals |
| 9-13-2022 | 30169-30170 | Manual |
| 9-14-2022 | 30171-30172 | Transmittals |
| 9-15-2022 | 30173 | Payroll |
| 9-15-2022 | 30174 | Transmittals |
| 9-16-2022 | 30175-30178 | Manual |
| 9-22-2022 | 30179-30227 | Vouchers |
| | | |
| | | |
| | | |
| | | |

COUNCIL:

MAYOR: _____

CITY CLERK: _____



CITY OF MILLS

EST. 1921

MANUAL CHECKS

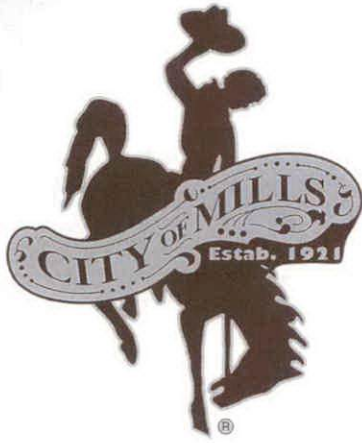
City Hall

September 27th, 2022

COUNCIL MEETING

| | | | | |
|-----------|-------|-------------------------------------|---------------------------------------|-----------|
| 9-13-2022 | 30169 | State of Wyoming | Insurance | \$454.73 |
| 9-13-2022 | 30170 | State of Wyoming | Insurance | \$2027.88 |
| 9-16-2022 | 30175 | HUB International Mountain State | Insurance for Brush Truck Bar Nunn | \$399.00 |
| 9-19-2022 | 30176 | Black Hills Energy | Utilities | \$593.36 |
| 9-19-2022 | 30177 | Boys and Girls Club | Breakfast Benefit | \$400.00 |
| 9-19-2022 | 3018 | Casey Coates | Reimbursement for Class | \$300.00 |

TOTAL: \$4174.97



CITY OF MILLS

EST. 1921

MANUAL CHECKS

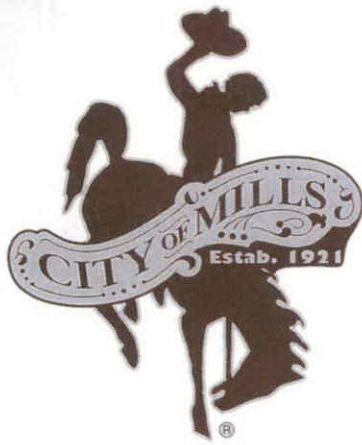
COURT

September 27th, 2022

COUNCIL MEETING

| | | | | |
|-----------|------|------------------------------|------------------|----------|
| 9-9-2022 | 1702 | Division of Victims Services | Crime Prevention | \$450.00 |
| 9-19-2022 | 1703 | Alexander Rodriguez | Bond Refund | \$760.00 |
| 9-19-2022 | 1704 | Annelya Finch | Bond Refund | \$330.00 |
| 9-19-2022 | 1705 | Townsend Bauer | Bond Refund | \$10.00 |
| | | | | |

TOTAL: _____ **\$1550.00**



CITY OF MILLS

EST. 1921

Voided Checks

September 27th, 2022

Council Meeting

| | | | | | |
|-----------|-------|------|-------|-----------------------------|------|
| 9-13-2022 | 30163 | None | Blank | Forgot check was in printer | 0.00 |
|-----------|-------|------|-------|-----------------------------|------|

TOTAL: \$0.00

COURT INCOME REPORT

Item # 10.

August 2022

| | Date | Cash, Check, Card Payments | Bonds Received | Prior Bonds Applied/Forf. | Victims Comp | Court Cost / Restitution | MCPF (Dare) | Bank Fees | TOTAL |
|----------------|-------------|----------------------------|----------------|---------------------------|--------------|--------------------------|-------------|------------|-------------|
| Sales Activity | 8/1 - 8/5 | \$5,358.00 | | | | | | | \$5,358.00 |
| Court Report | | | | | | | | | \$0.00 |
| | | | | | | | | Difference | \$5,358.00 |
| Sales Activity | 8/8 - 8/12 | \$4,083.00 | | | | | | | \$4,083.00 |
| Court Report | | | \$2,740.00 | | | | | | -\$2,740.00 |
| | | | | | | | | Difference | \$1,343.00 |
| Sales Activity | 8/15 - 8/19 | \$3,050.00 | | | | | | | \$3,050.00 |
| Court Report | | | | | | | | | \$0.00 |
| | | | | | | | | Difference | \$3,050.00 |
| Sales Activity | 8/22 - 8/26 | \$7,495.00 | | | | | | | \$7,495.00 |
| Court Report | | | \$950.00 | | | | | | -\$950.00 |
| | | | | | | | | Difference | \$6,545.00 |
| Sales Activity | 8/29 - 8/31 | \$3,300.00 | | | | | | | \$3,300.00 |
| Court Report | | | \$2,240.00 | | | | | | -\$2,240.00 |
| | | | | | | | | Difference | \$1,060.00 |

| | |
|--------------------------------|-------------|
| Sales Activity Month Total | \$23,286.00 |
| Proceedings Report Month Total | -\$5,930.00 |
| Difference | \$29,216.00 |
| Court Proceedings Check | \$23,286.00 |

Division of Victim Services Checks

Completed by: 
City Treasurer

Approved by: 
Court Clerk

Attested by: 
City Clerk

Date Council Approved: _____

Date Transferred: _____

Resolution No. 2022-36

Fair Housing Resolution City of Mills Fire Hydrant Replacement Project

WHEREAS, it is this body’s firm belief that discrimination in housing, employment and public accommodation not only threatens the rights and privileges of the citizens of the City of Mills but also menaces the institutions and foundations of a free and democratic society; and,

WHEREAS, this body desires to give effect to the guarantees of equal rights contained in the Constitution and laws of this State of the United States and to encourage and bring about mutual self-respect and understanding among all citizens and groups within the City of Mills; and,

WHEREAS, under the Federal Fair Housing Law, it is illegal to deny housing to any persons because of race, color, religion, sex, or national origin;

THEREFORE, be it resolved that the City of Mills, Wyoming makes a firm commitment to eliminate prejudice, intolerance, disorder, and discrimination in housing based on race, color, religion, sex, or national origin.

THEREFORE, be it also resolved that the City of Mills will adhere to the following procedures to accomplish the purpose of the aforementioned resolution:

1. All and any discrimination complaints will be in writing, signed and addressed to the Office of Fair Housing and Equal Opportunity, Department of Housing and Urban Development, 1405 Curtis Street, Executive Towers, Denver, CO 80202.
2. The Fair Housing and Equal Opportunity Logo will be displayed in the City buildings.
3. The City will:
 - a. assist and promote community efforts and responsible local fair housing groups to enact fair housing laws or to promote fair housing within the community;
 - b. encourage local fair housing advocates in developing educational programs to provide fair housing information to the community;
 - c. instruct all department heads regarding the goals and objectives of the Fair Housing Law;

publish a copy of the adopted Fair Housing Resolution in the local newspaper.

PASSED, APPROVED, AND ADOPTED this 27th Day of September 2022.

CITY OF MILLS, WYOMING

Seth Coleman, Mayor

Sara McCarthy, Council

James Hollander, Council

Darla R. Ives, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk

RESOLUTION NO. 2022-37

A RESOLUTION REGARDING THE ESTABLISHMENT OF A SELF-ASSESSMENT FIRE INSPECTION PROGRAM FOR THE CITY OF MILLS, WYOMING

WHEREAS, Businesses operating within the City of Mills, Wyoming are required pursuant to Title 5 of the City Code to have business licenses; and

WHEREAS, Business licenses must be renewed annually; and

WHEREAS, Title 5 requires that operators of businesses, as part of obtaining their annual business license, must cooperate and comply with an inspecting officer from the City of Mills regarding certain inspections, including having an annual fire inspection administered by the Fire Department; and

WHEREAS, The Fire Chief for the City of Mill has worked on a method of expediting and facilitating meaningful fire inspections and has determined that for certain businesses this requirement would be best met through a self-assessment program utilizing a form developed by the Fire Department which would be filled out by the business and forwarded to the Fire Department, which would review the same, with the Fire Department following up if there was a need to do so; and

WHEREAS, A properly Self-Assessment Fire Inspection (“SAFI”) program would aid in the prevention of accidental fires by alerting the business owner on areas that the Fire Department regards as presenting a fire danger; and

WHEREAS, adopting a SAFI program for appropriate small businesses would streamline the business renewal purpose and will still provide for public and workforce safety; and

WHEREAS, An initial Self-Assessment Fire Inspection Checklist has been developed by the Fire Department and reviewed by the City Council; and

WHEREAS, the proposed Self-Assessment Fire Inspection program is not proposed to apply to businesses that are places of assembly, businesses that have a sprinkler system or fire alarm panel, the same being businesses that are required to have outside companies inspect their premises once a year, places that use or store hazardous chemicals or products, or places that employ more than ten (10) persons.

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

- a. The City of Mills shall adopts a Self-Assessment Fire Inspection Program, as developed by Fire Chief of the City of Mills, for certain small business owners who may elect to conduct self-analysis on their business premises in Mills and forward the result of the same on a checklist sheet that has been developed by the City of Mills and which may be updated or amended from time to time.
- b. The SAFI program shall not apply to places of assembly, businesses that have a sprinkler system of fire alarm panel, places that use or store hazardous chemicals or products, or places that employ more than ten (10) persons.
- c. The SAFI assessment form shall be mailed out on a timely basis, with the same being no less than 60 days prior to the expiration of the business license and shall be required to submitted to the Fire Department no less than 30 days prior to the expiration of the business license.
- d. The SAFI program shall go into effect on January 1, 2022.

PASSED, APPROVED AND ADOPTED THIS _____ day of September, 2022.

Mayor, Seth Coleman

Councilman, Sara McCarthy

Councilman, Darla R. Ives

Councilman, James Hollander

Councilman, Brad Neumiller

ATTEST:

City Clerk, Christine Trumbull

CERTIFICATE

I, Christine Trumbull, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on September 27, 2022, 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