

**REGULAR CITY COUNCIL
MEETING**

May 23, 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 5-9-2023
2. Executive Minutes for a Personnel Issue 5-9-2023
3. Executive Minutes for a Real-Estate Issue 5-9-2023
4. Executive Minutes for a Personnel Issue 5-9-2023

City Licenses

- [5.](#) New and Renewal Business and Contractor Licenses 5-23-2023

Financial Approvals

- [6.](#) Financial Breakdown Reports 5-23-2023
- [7.](#) Fire Payroll: 5-1-2023 to 5-12-2023
- [8.](#) Regular/Police Payroll: 4-24-2023 to 5-7-2023

ORDINANCES AND RESOLUTIONS

- [9.](#) **Ordinance 791: Second 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
- [10.](#) **Ordinance 792: THIRD AND FINAL READING:** An Ordinance to Require Massage Bodywork Therapists to Maintain Permits From the City of Mills
- [11.](#) **Ordinance 795, First Reading:** An Ordinance Adopting the 2023 National Electrical Code (NEC) Including Certain Appendices, and Amendments Regulating and Governing the Installation and Wiring of Residential and Commercial Construction, Alteration, and Movement, Enlargement, and Replacement, Repair, Equipment, Location, and Proper Removal or Demolition of Said Building and Structures

12. Resolution 2023-10: A Resolution Setting Certain Business License Fees

COUNCIL APPROVALS

13. Catering Permit for Bayou June 10th, 2023

OPEN DISCUSSION

EXECUTIVE SESSION

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - June 13th, 2023 @ 7:00pm / June 27th, 2023 @ 7:00pm

NEXT WORK SESSION - June 12th, 2023 @ 9:00am / June 13th, 2023 @ 6:00pm / June 27th, 2023 @ 6:00pm

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

**REGULAR CITY COUNCIL
MEETING
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

MINUTES

CALL TO ORDER

ROLL CALL

PRESENT

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

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- 1. Council Meeting Minutes 4-25-2023

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.

- 2. Executive Session Minutes 4-25-2023 Personnel Issue

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

- 3. Executive Session Minutes 4-25-2023 Real-Estate Issue

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

- 4. Executive Session Minutes 4-25-2023 Personnel Issue

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

Neumiller, Council Member Sutherland. Motion Passes.

City Licenses

- 5. New and Renewal Business and Contractor Licenses 5-9-2023

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.

Financial Approvals

- 6. Financial Breakdown Report 5-9-2023

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.

- 7. Fire Payroll: 4-7-2023 to 4-18-2023

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.

- 8. Fire Payroll: 4-19-2023 to 4-30-2023

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.

- 9. Regular/Police Payroll: 4-10-2023 to 4-23-2023

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. Treasurer Report for April 2023

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.

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

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.

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

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

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

Motion made by Council President McCarthy to table Ordinance 794 on First Reading, Seconded by Council Member Butcher.
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Butcher, Council Member Neumiller, Council Member Sutherland. Motion Passes.

14. Resolution 2023-7: A Resolution Establishing Rates for Ambulance Services for 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.

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

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.

Mayor stated that we have an oral resolution and the City Attorney will state.

Resolution 2023-9: A Resolution to set a \$25.00 impound fee for physical property be taken by the Mills Police Department within the scope of their duties, subject to being excused by the Police Department for good cause in need.

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.

COUNCIL APPROVALS

OPEN DISCUSSION

Josh Corson with the Bayou Bar

Josh wanted to know if we could change our liquor Ordinance to allow the bars to be open until 2am on Sundays. The City Clerk stated that our current one only lets them be open until 12am. The liquor laws have changed and we need to change our ordinance to match the new laws.

EXECUTIVE SESSION

16. Personnel Issue

Mayor asked for a motion to go into Executive Session for a Personnel Issue at 7:07pm.

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

Back from Executive Session at 7:40pm.

Action: No Action Taken

17. Real-Estate Issue

Mayor asked for a motion to go into Executive Session for a Real-Estate Issue at 740pm.

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

Back from Executive Session at 7:54pm.

Action: Do I have a motion to make an offer for Parcel A for appraised value.

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.

18. Personnel Issue

Mayor asked for a motion to go into Executive Session for a Personnel Issue at 7:55pm.

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.

Back from Executive Session at 8:22pm.

No Action Taken

ADJOURNMENT

Mayor asked for a motion to adjourn the Council Meeting at 8:22pm.

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

Council Member Sutherland. Motion Passes.

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.

Mayor, Leah Juarez

City Clerk, Christine Trumbull

Council Meeting MAY 23, 2023

Item # 5.

NEW BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	United Rentals (North American), Inc.	Yes	Yes
2	E JO Rink LLC dba WagonWheel	Yes	

RENEWAL BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1			
2	B & R Hytrek Properties		
3	Busy Bumblees	Yes	Yes
4	Honnen Equipment	N/A	Yes
5	Inter-Mountain Pip & Threading	Yes	Yes
6	Lost Arrow Catering	N/A	N/A
7	M. C. Construction	N/A	Yes
8	The Hog Ranch	Yes	
9			
10			
11			
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21			
22			
23			

Council Meeting MAY 23, 2023

Item # 5.

NEW CONTRACTOR LICENSES

	BUSINESS NAME	CONTRACTOR ID	INSURANCE	FIRE
1	Integrity Electricdal LLC	Yes	Yes	

RENEWAL CONTRACTOR LICENSES

	BUSINESS NAME	CONTRACTOR ID	INSURANCE	FIRE
1	Caspar Building Systems, Inc	Yes	Yes	N/A
2	Day Enterprises	Yes	Yes	N/A
3	R.A.D. Roofing Inc.	Yes	N/A	N/A
4	Weathercraft	Yes	Yes	N/A
5				
6				
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20				
21				
22				
23				



CITY OF MILLS

EST. 1921

BILLS

Meeting Date: May 23rd, 2023

Bills

ACH.....	\$6641.62
VOUCHERS.....	\$125,848.61
MANUAL CHECKS CITY HALL.....	\$30,841.03
MANUAL CHECKS COURT.....	\$2310.00
TRANSMITTAL CHECKS.....	\$1292.50
VOIDED CHECKS.....	\$880.00



CITY OF MILLS

EST. 1921

CHECK LIST FOR

May 23rd, 2023

COUNCIL MEETING

City Hall/Court

5-8-2023	31200-31203	Manual
5-8-2023	31204-31209	Payroll
5-8-2023	31210-31211	Transmittals
5-15-2023	31212	Manuals
5-15-2023	31213	Transmittal
5-18-2023	31214-31252	Vouchers
	COURT	
5-8-2023	1760	Void
5-8-2023	1761-1763	Manual
5-15-2023	1764-1766	Manual

COUNCIL:

MAYOR: _____

CITY CLERK: _____



CITY OF MILLS

EST. 1921

MANUAL CHECKS

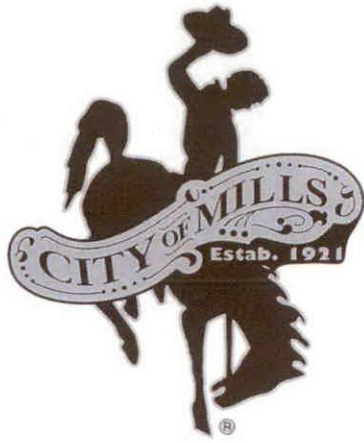
COURT

May 23rd, 2023

COUNCIL MEETING

5-8-2023	1761	Allison Contreras	Bond Refund	\$630.00
5-8-2023	1762	Justin Triplett	Bond Refund	\$520.00
5-8-2023	1763	Michelle Nelson	Bond Refund	\$210.00
5-15-2023	1764	Kip Kumm	Bond Refund	\$280.00
5-15-2023	1765	Mac McFarland	Bond Refund	\$420.00
5-15-2023	1766	Shannon Campbell	Bond Refund	\$250.00

TOTAL: \$2310.00



CITY OF MILLS

EST. 1921

MANUAL CHECKS

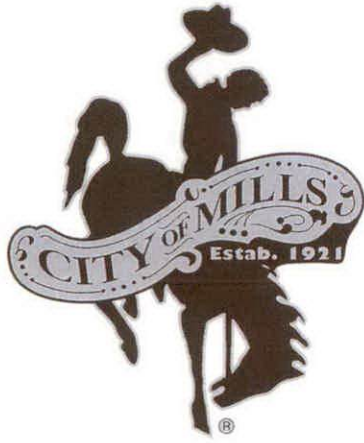
City Hall

May 23rd, 2023

COUNCIL MEETING

5-8-2023	31200	Century Link	Phone Bill	\$277.22
5-8-2023	31201	Charter Communications	TV/ Cable	\$553.00
5-8-2023	31202	Verizon	Bill	\$138.68
5-8-2023	31203	Y2 Consultants	Planning Fee	\$17,794.00
5-15-2023	31212	Rocky Mountain Power	Utility Bill	\$12,078.13

TOTAL: \$30,841.03



CITY OF MILLS

EST. 1921

Transmittal Checks

May 23rd, 2023

Council Meeting

5-8-2023	31210	American Funds	\$275.00
5-8-2023	31211	Orchard Trust	\$825.00
5-15-2023	31213	Pathfinder Credit Union	\$192.50

TOTAL: \$1292.50



CITY OF MILLS

EST. 1921

Voided Checks

May 23rd, 2023

Council Meeting

			COURT		
5-2-2023	1760	None	Nadine McCaleod	Already Paid	\$880.00

TOTAL: \$880.00

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
71 Soil & Stone								
130	71 Soil & Stone	177428C	04/28/2023	600.00	600.00	05/19/2023	05/19/2023	31214
Total 71 Soil & Stone:				600.00	600.00			
Amazon Capital Services, Inc								
7825	Amazon Capital Services, Inc	113-7576268-0	05/09/2023	312.72	312.72	05/19/2023	05/19/2023	31215
7825	Amazon Capital Services, Inc	113-834823-92	05/09/2023	48.00	48.00	05/19/2023	05/19/2023	31215
7825	Amazon Capital Services, Inc	141Y-R3QQ-77	05/12/2023	299.80	299.80	05/19/2023	05/19/2023	31215
7825	Amazon Capital Services, Inc	14YW-TWQD-	05/13/2023	42.72	42.72	05/19/2023	05/19/2023	31215
7825	Amazon Capital Services, Inc	1C7V-LJL4-HR	05/14/2023	4.99	4.99	05/19/2023	05/19/2023	31215
7825	Amazon Capital Services, Inc	1FM1-DTFC-3	05/03/2023	19.99	19.99	05/19/2023	05/19/2023	31215
7825	Amazon Capital Services, Inc	1FM1-DTFC-3	05/03/2023	45.98	45.98	05/19/2023	05/19/2023	31215
7825	Amazon Capital Services, Inc	1RQ1-4N1F-4C	05/02/2023	135.38	135.38	05/19/2023	05/19/2023	31215
7825	Amazon Capital Services, Inc	1WYH-FGTN-K	05/06/2023	63.13	63.13	05/19/2023	05/19/2023	31215
Total Amazon Capital Services, Inc:				972.71	972.71			
AMBI Mail & Marketing, Inc								
140	AMBI Mail & Marketing, Inc	23-04-279	04/30/2023	50.44	50.44	05/19/2023	05/19/2023	31216
Total AMBI Mail & Marketing, Inc:				50.44	50.44			
Arcadis US, Inc								
8218	Arcadis US, Inc	22749CM02	03/09/2023	1,965.50	1,965.50	05/19/2023	05/19/2023	31217
8218	Arcadis US, Inc	34363019	05/05/2023	7,303.68	7,303.68	05/19/2023	05/19/2023	31217
Total Arcadis US, Inc:				9,269.18	9,269.18			
Bargreen Ellingson								
3820	Bargreen Ellingson	010965771	05/09/2023	94.45	94.45	05/19/2023	05/19/2023	31218
Total Bargreen Ellingson:				94.45	94.45			
Caselle, Inc								
1160	Caselle, Inc	12408	05/01/2023	1,121.00	1,121.00	05/19/2023	05/19/2023	31219
1160	Caselle, Inc	12408	05/01/2023	1,121.00	1,121.00	05/19/2023	05/19/2023	31219
Total Caselle, Inc:				2,242.00	2,242.00			
City of Casper								
1510	City of Casper	22210 - 201 SE	04/26/2023	35,590.60	35,590.60	05/19/2023	05/19/2023	31220
1510	City of Casper	4106	05/11/2023	2,740.46	2,740.46	05/19/2023	05/19/2023	31220
1510	City of Casper	4108	05/15/2023	1,449.28	1,449.28	05/19/2023	05/19/2023	31220
1510	City of Casper	618537	05/03/2023	685.85	685.85	05/19/2023	05/19/2023	31220
1510	City of Casper	618567	05/04/2023	593.45	593.45	05/19/2023	05/19/2023	31220
1510	City of Casper	618596	05/05/2023	691.90	691.90	05/19/2023	05/19/2023	31220
1510	City of Casper	618633	05/08/2023	497.20	497.20	05/19/2023	05/19/2023	31220
1510	City of Casper	618676	05/09/2023	777.70	777.70	05/19/2023	05/19/2023	31220
1510	City of Casper	618705	05/10/2023	743.05	743.05	05/19/2023	05/19/2023	31220

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
1510	City of Casper	618734	05/11/2023	699.05	699.05	05/19/2023	05/19/2023	31220
1510	City of Casper	618765	05/12/2023	453.75	453.75	05/19/2023	05/19/2023	31220
1510	City of Casper	618782	05/15/2023	582.45	582.45	05/19/2023	05/19/2023	31220
1510	City of Casper	618815	05/16/2023	821.15	821.15	05/19/2023	05/19/2023	31220
1510	City of Casper	833543	05/05/2023	15.40	15.40	05/19/2023	05/19/2023	31220
Total City of Casper:				46,341.29	46,341.29			
Civic Plus								
7417	Civic Plus	257228	05/01/2023	3,900.00	3,900.00	05/19/2023	05/19/2023	31221
7417	Civic Plus	257243	05/01/2023	3,400.00	3,400.00	05/19/2023	05/19/2023	31221
7417	Civic Plus	257925	05/01/2023	2,400.00	2,400.00	05/19/2023	05/19/2023	31221
Total Civic Plus:				9,700.00	9,700.00			
CPS Distributors Inc								
1770	CPS Distributors Inc	0010623607-0	05/08/2023	124.78	124.78	05/19/2023	05/19/2023	31222
Total CPS Distributors Inc:				124.78	124.78			
CY Ace Hardware								
8185	CY Ace Hardware	1097/1	05/03/2023	20.39	20.39	05/19/2023	05/19/2023	31223
8185	CY Ace Hardware	1105/1	05/05/2023	46.96	46.96	05/19/2023	05/19/2023	31223
Total CY Ace Hardware:				67.35	67.35			
Dana Kepner Company Inc								
1910	Dana Kepner Company Inc	2236177-00	04/24/2023	123.11	123.11	05/19/2023	05/19/2023	31224
1910	Dana Kepner Company Inc	2236182-00	04/24/2023	665.86	665.86	05/19/2023	05/19/2023	31224
Total Dana Kepner Company Inc:				788.97	788.97			
Dewitt Water Systems & Service								
2100	Dewitt Water Systems & Service	800181909	05/01/2023	216.50	216.50	05/19/2023	05/19/2023	31225
Total Dewitt Water Systems & Service:				216.50	216.50			
Elissa Sanders								
8204	Elissa Sanders	002162907	04/26/2023	258.00	258.00	05/19/2023	05/19/2023	31226
Total Elissa Sanders:				258.00	258.00			
Emergency Medical Physicians, PC								
8166	Emergency Medical Physicians, P	MILLS020	05/05/2023	437.50	437.50	05/19/2023	05/19/2023	31227
Total Emergency Medical Physicians, PC:				437.50	437.50			
Fastenal								
2490	Fastenal	WYCAS16612	05/05/2023	11.68	11.68	05/19/2023	05/19/2023	31228
Total Fastenal:				11.68	11.68			
Ferguson Waterworks #1116								
2540	Ferguson Waterworks #1116	1357278	05/08/2023	2,249.28	2,249.28	05/19/2023	05/19/2023	31229
2540	Ferguson Waterworks #1116	1422350	05/08/2023	360.17	360.17	05/19/2023	05/19/2023	31229
2540	Ferguson Waterworks #1116	1423091	05/09/2023	218.60	218.60	05/19/2023	05/19/2023	31229

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Ferguson Waterworks #1116:				2,828.05	2,828.05			
Haid's Plumbing & Heating								
2970	Haid's Plumbing & Heating	7884	05/09/2023	295.77	295.77	05/19/2023	05/19/2023	31230
Total Haid's Plumbing & Heating:				295.77	295.77			
Heather Duncan Malone								
3060	Heather Duncan Malone	00324	05/04/2023	2,835.69	2,835.69	05/19/2023	05/19/2023	31231
Total Heather Duncan Malone:				2,835.69	2,835.69			
Hilltop National Bank								
3100	Hilltop National Bank	17247	05/01/2023	25.00	25.00	05/19/2023	05/19/2023	31232
Total Hilltop National Bank:				25.00	25.00			
Homax								
3120	Homax	CL20584	04/30/2023	127.95	127.95	05/19/2023	05/19/2023	31233
3120	Homax	CL20584	04/30/2023	2,680.73	2,680.73	05/19/2023	05/19/2023	31233
3120	Homax	CL20585	04/30/2023	1,094.92	1,094.92	05/19/2023	05/19/2023	31233
3120	Homax	CL20589	04/30/2023	158.71	158.71	05/19/2023	05/19/2023	31233
3120	Homax	CL20592	04/30/2023	203.02	203.02	05/19/2023	05/19/2023	31233
3120	Homax	CL20593	04/30/2023	1,794.67	1,794.67	05/19/2023	05/19/2023	31233
3120	Homax	CL20594	04/30/2023	258.82	258.82	05/19/2023	05/19/2023	31233
3120	Homax	CL20595	04/30/2023	279.76	279.76	05/19/2023	05/19/2023	31233
3120	Homax	CL20597	04/30/2023	248.11	248.11	05/19/2023	05/19/2023	31233
3120	Homax	CL20598	04/30/2023	1,609.11	1,609.11	05/19/2023	05/19/2023	31233
3120	Homax	CL20599	04/30/2023	241.47	241.47	05/19/2023	05/19/2023	31233
Total Homax:				8,697.27	8,697.27			
Imperial Pump Solutions								
8104	Imperial Pump Solutions	1340	05/03/2023	172.50	172.50	05/19/2023	05/19/2023	31234
Total Imperial Pump Solutions:				172.50	172.50			
Jeremy Bolstad								
8006	Jeremy Bolstad	406333	05/17/2023	155.00	155.00	05/19/2023	05/19/2023	31235
Total Jeremy Bolstad:				155.00	155.00			
Menards								
4250	Menards	65605	05/05/2023	84.89	84.89	05/19/2023	05/19/2023	31236
Total Menards:				84.89	84.89			
NAPA Auto Parts								
4600	NAPA Auto Parts	965722	03/22/2023	19.99	19.99	05/19/2023	05/19/2023	31237
4600	NAPA Auto Parts	976191	04/21/2023	89.86	89.86	05/19/2023	05/19/2023	31237
4600	NAPA Auto Parts	976376	04/21/2023	27.50	27.50	05/19/2023	05/19/2023	31237
4600	NAPA Auto Parts	976853	04/24/2023	20.30	20.30	05/19/2023	05/19/2023	31237
4600	NAPA Auto Parts	979668	05/01/2023	103.08	103.08	05/19/2023	05/19/2023	31237
4600	NAPA Auto Parts	981686	05/04/2023	17.57	17.57	05/19/2023	05/19/2023	31237
4600	NAPA Auto Parts	982010	05/05/2023	360.37	360.37	05/19/2023	05/19/2023	31237
4600	NAPA Auto Parts	983261	05/09/2023	4.99	4.99	05/19/2023	05/19/2023	31237

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
4600	NAPA Auto Parts	983810	05/10/2023	29.96	29.96	05/19/2023	05/19/2023	31237
Total NAPA Auto Parts:				673.62	673.62			
Norco, Inc								
4760	Norco, Inc	37677898	05/08/2023	7.21	7.21	05/19/2023	05/19/2023	31238
Total Norco, Inc:				7.21	7.21			
Northwest Contractor Supply								
8038	Northwest Contractor Supply	1571937	05/01/2023	24.84	24.84	05/19/2023	05/19/2023	31239
Total Northwest Contractor Supply:				24.84	24.84			
One Call of Wyoming								
4880	One Call of Wyoming	67175	05/03/2023	52.50	52.50	05/19/2023	05/19/2023	31240
Total One Call of Wyoming:				52.50	52.50			
Peterbilt of Wyoming Inc								
5060	Peterbilt of Wyoming Inc	CP491519	05/09/2023	103.29	103.29	05/19/2023	05/19/2023	31241
5060	Peterbilt of Wyoming Inc	CP491541	05/09/2023	464.05	464.05	05/19/2023	05/19/2023	31241
Total Peterbilt of Wyoming Inc:				567.34	567.34			
Quadient, Inc								
7985	Quadient, Inc	60138331	05/04/2023	264.69	264.69	05/19/2023	05/19/2023	31242
Total Quadient, Inc:				264.69	264.69			
Rocky Mountain Drug Testing								
7495	Rocky Mountain Drug Testing	5820	05/05/2023	375.00	375.00	05/19/2023	05/19/2023	31243
7495	Rocky Mountain Drug Testing	5820	05/05/2023	580.00	580.00	05/19/2023	05/19/2023	31243
Total Rocky Mountain Drug Testing:				955.00	955.00			
Rocky Mountain Industrial Supply								
7849	Rocky Mountain Industrial Supply	152784	05/04/2023	54.68	54.68	05/19/2023	05/19/2023	31244
Total Rocky Mountain Industrial Supply:				54.68	54.68			
Schwartz, Bon, Walker & Studer, LLC								
7521	Schwartz, Bon, Walker & Studer,	050123	05/01/2023	11,666.66	11,666.66	05/19/2023	05/19/2023	31245
Total Schwartz, Bon, Walker & Studer, LLC:				11,666.66	11,666.66			
Secretary of State's Office								
5740	Secretary of State's Office	JACOB WALLA	05/09/2023	60.00	60.00	05/19/2023	05/19/2023	31246
Total Secretary of State's Office:				60.00	60.00			
Sirchie Products								
5840	Sirchie Products	0590096-IN	05/03/2023	72.10	72.10	05/19/2023	05/19/2023	31247
5840	Sirchie Products	0591644-IN	05/15/2023	84.22	84.22	05/19/2023	05/19/2023	31247
Total Sirchie Products:				156.32	156.32			

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Sutherlands								
6050	Sutherlands	013669	05/03/2023	133.28	133.28	05/19/2023	05/19/2023	31248
6050	Sutherlands	013672	05/03/2023	84.98	84.98	05/19/2023	05/19/2023	31248
6050	Sutherlands	013702	05/03/2023	28.95	28.95	05/19/2023	05/19/2023	31248
6050	Sutherlands	013772	05/04/2023	106.97	106.97	05/19/2023	05/19/2023	31248
6050	Sutherlands	013808	05/04/2023	35.36	35.36	05/19/2023	05/19/2023	31248
6050	Sutherlands	014319	05/09/2023	80.97	80.97	05/19/2023	05/19/2023	31248
6050	Sutherlands	014394	05/09/2023	8.99	8.99	05/19/2023	05/19/2023	31248
6050	Sutherlands	014447	05/10/2023	94.07	94.07	05/19/2023	05/19/2023	31248
6050	Sutherlands	014467	05/10/2023	74.77	74.77	05/19/2023	05/19/2023	31248
6050	Sutherlands	014514	05/10/2023	161.99	161.99	05/19/2023	05/19/2023	31248
Total Sutherlands:				810.33	810.33			
Trans Union Risk & Alternative								
7392	Trans Union Risk & Alternative	233312-20230	05/01/2023	75.00	75.00	05/19/2023	05/19/2023	31249
Total Trans Union Risk & Alternative:				75.00	75.00			
Western Wyoming Lock & Safe								
6790	Western Wyoming Lock & Safe	19787	05/04/2023	24.00	24.00	05/19/2023	05/19/2023	31250
Total Western Wyoming Lock & Safe:				24.00	24.00			
WLC Engineering Inc								
6920	WLC Engineering Inc	2023-1024	05/11/2023	1,730.00	1,730.00	05/19/2023	05/19/2023	31251
6920	WLC Engineering Inc	2023-10246	05/11/2023	2,379.75	2,379.75	05/19/2023	05/19/2023	31251
6920	WLC Engineering Inc	2023-10248	05/11/2023	176.00	176.00	05/19/2023	05/19/2023	31251
6920	WLC Engineering Inc	2023-10249	05/11/2023	10,051.56	10,051.56	05/19/2023	05/19/2023	31251
6920	WLC Engineering Inc	2023-10250	05/11/2023	161.63	161.63	05/19/2023	05/19/2023	31251
6920	WLC Engineering Inc	2023-10251	05/11/2023	2,331.96	2,331.96	05/19/2023	05/19/2023	31251
6920	WLC Engineering Inc	2023-10253	05/11/2023	6,934.00	6,934.00	05/19/2023	05/19/2023	31251
Total WLC Engineering Inc:				23,764.90	23,764.90			
Wyoming State Firemen's Association								
7652	Wyoming State Firemen's Associa	050523	05/05/2023	422.50	422.50	05/19/2023	05/19/2023	31252
Total Wyoming State Firemen's Association:				422.50	422.50			
Grand Totals:				125,848.61	125,848.61			

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

PAYROLL

Meeting Date: May 23rd, 2023

Payroll Type: Fire Payroll

Date Range: 5-1-2023 to 5-12-2023

NET..... \$12,401.34

DEDUCTIONS.....\$4690.07

Federal Taxes.....\$1134.00

Medicare..... \$231.89

Retirement \$1921.992

Union Dues..... \$192.50

Supplemental Insurance.....\$127.85

Insurance.....\$1081.91

TOTAL PAYROLL.....\$17,091.41

City Clerk, Christine Trumbull

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: May 23rd, 2023

Payroll Type: Regular/Police Payroll

Date Range: 4-24-2023 to 5-7-2023

NET..... \$84,785.25

DEDUCTIONS.....\$35,857.28

Federal Taxes.....\$8959.00

Medicare.....\$1677.99

Retirement \$9862.18

Social Security.....\$6979.13

Supplemental Retirement..... \$1100.00

Supplemental Insurance.....\$648.48

Child Support..... \$0

Insurance.....\$4336.71

TOTAL PAYROLL.....\$120,642.53

City Clerk, Christine Trumbull

Mayor, Leah Jaurez

ORDINANCE NO. 792

AN ORDINANCE TO REQUIRE MESSAGE BODYWORK THERAPISTS TO MAINTAIN PERMITS FROM THE CITY OF MILLS

WHEREAS, The City of Casper has amended its code to require Message Bodywork Therapists to acquire a permit from the City of Casper in order to operate within Casper’s municipal boundaries; and

WHEREAS, Said Ordinance exists in order to protect the health, safety and welfare of the residents of Casper, Wyoming and to also help prohibit the illegitimate use of the name of the occupation by persons or entities to disguise their actual purpose; and

WHEREAS, The City of Mills is adjacent to the City of Casper and, therefore, has a legitimate concern that persons or entities seeking to evade the operation of the provisions of the ordinances in Casper may locate in Mills; and

WHEREAS, The City of Mills has the same health, safety and welfare concerns as the City of Casper in regard to its citizens

NOW THEREFORE, The City Council of the City of Mills, Wyoming hereby adds to its Municipal Code the attached Sections 8.40.100 to 8.40.280 and to list Massage Bodywork Therapists as category G under Section 5.04.049 of Title 5 of the Municipal Code. This ordinance shall be in full force and effect upon passage on three readings and publication.

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

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

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

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cheri Butcher, Council

Tim Sutherland, Council

ATTESTED:

Christine Trumbull, City Clerk

ORDINANCE No. 795

AN ORDINANCE ADOPTING THE 2023 NATIONAL ELECTRICAL CODE (NEC) INCLUDING CERTAIN APPENDICES, AND AMENDMENTS REGULATING AND GOVERNING THE INSTALLATION AND WIRING OF RESIDENTIAL AND COMMERCIAL CONSTRUCTION, ALTERATION, MOVEMENT, ENLARGEMENT, AND REPLACEMENT, REPAIR, EQUIPMENT, LOCATION, AND PROPER REMOVAL OR DEMOLITION OF SAID BUILDING AND STRUCTURES.

WHEREAS the City of Mills in accordance with Sections 15-1-701 through 15-1-801 of Wyoming Statutes, 1977 and the authority granted to the City wishes to amend Chapter 15.05 of Mills Municipal Code, for the purpose of adapting the 2023 NEC, and

WHEREAS the City of Mills is even mindful of ensuring the security and safety from hazards, and promoting health and general welfare of the residents of Mills, Wyoming.

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

Section 1:

Section 15.05.010 of Mills Municipal Code is hereby created as follows:

15.05.010 Adaption.

That a certain document, two (2) copies of which are on file in the office of the CITY CLERK of the CITY OF MILLS being marked and designated as the National Electrical Code, 2023 edition, including all appendixes, as the regulating NEC of the CITY OF MILLS, in the State of WYOMING for regulating construction, alteration, movement, enlargement, replacement, repair, equipment, location, and proper removal or demolition of said buildings and structures.; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said NEC on file in the office of CITY CLERK are hereby referred to, adapted, and made a part hereof, as if fully set out in this ordinance.

Section 2:

That if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or unenforceable, such decision shall not affect the validity of the remaining portions of this ordinance. The CITY COUNCIL hereby declares that it would have passed this law, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional or unenforceable.

Section 3:

That nothing in this ordinance or in the Building Code hereby adopted shall be construed to affect the right or ability of the City of Mills to initiate any suit or proceeding in any court, or assert any rights acquired, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 3 of this ordinance; nor shall any just or legal right or remedy any character be lost, impaired or affected by this ordinance.

IT IS FUTHER ORDAINED: That upon passage and execution of this Ordinance it shall be filed with the office of the Natrona County Clerk.

PASSED ON FIRST READING the _____ day of _____, 2023.
PASSED ON SECOND READING the _____ day of _____, 2023.
PASSED, APPROVED, AND ADOPTED ON THE THIRD AND FINAL READING
the _____ day of _____, 2023.

CITY OF MILLS, WYOMING

BY: _____
Leah Juarez, Mayor

Bradley Neumiller, Council

Sara McCarthy, Council

Cheri Butcher, Council

Tim Sutherland, Council

ATTEST: _____
Christine Trumbull, City Clerk

I, Christine Trumbull, City Clerk of the City of Mills, Wyoming, do hereby certify that the foregoing is a true and correct copy of Ordinance No. 795, entitled “AN ORDINANCE adopting the 2023 National Electrical Code for regulating and governing the installation and wiring of residential and commercial construction, alteration, movement, enlargement, replacement, repair, equipment, location and proper removal or demolition of said buildings and structures in the CITY OF MILLS” providing for the issuance of permits and collection of fees therefore; repealing all other ordinances or parts of past laws in conflict therewith.”

Passed on First Reading by City Council of the City of Mills, Wyoming at a regular meeting held by Council Members on the _____ day of _____, 2023.

Christine Trumbull, City Clerk

I, the regularly appointed, duly qualified and action as the City Clerk of the City of Mills, Wyoming do hereby certify that signed, attested, sealed, and certified copies of this Ordinance No. 795 approved and passed as certified above, and following its passage by the City Council, was posted in the City Clerk’s Office and the Mills Post Office for a period of ten (10) days as required by law; that it took effect and became in force as a legal ordinance of the City of Mills, Wyoming on the _____ day of _____, 2023.

Christine Trumbull, City Clerk

RESOLUTION NO. 2023-10

A RESOLUTION SETTING CERTAIN BUSINESS LICENSE FEES

WHEREAS, Section 5.04.010 requires every business operating within the City of Mills to obtain a license in order to operate within the City, and :

WHEREAS, Certain businesses listed at Section 5.04.040 have more specific licensure requirements; and

WHEREAS, A principal reason for the business license requirement has been to provide for fire inspections to be conducted by the City of Mills Fire Department in order to provide for the safety and welfare of the municipality with that being the sole reason for the license in some circumstances: and

WHEREAS, During the fire inspection, fire crews use the opportunity to pre-plan structures, locate utility shut-off points and identify hazards to the occupants and responders; and

WHEREAS, The fire inspection fee/business license fee is not intended to be a deterrent to businesses coming to or staying in Mills, but to stress the importance to businesses that the City of Mills cares about their safety, the safety of the employees and anyone who visits the business, as well as for responder safety in the event of a catastrophic event.

WHEREAS, Section 5.04.050 provides that the City Council may set the fees for business licenses by resolution.

NOW, THEREFORE, The City Council Resolves as follows:

- A. The business license fee for all businesses which are referenced only at Section, 5.04.040(F) shall be their annual Fire Inspection Fee.
- B. All businesses that are required to have a Business License which is specific to their business and occupation, and which is otherwise addressed in the Mills Town Code outside of Section 5.04.040(F), to include but not be limited to Section 5.04.040(A) through (E) and (G), as well as licensed trades such as electrical, building and plumbing trades, shall also have a Fire Inspection with a fee as set forth herein if they maintain a business location inside of the City of Mills, but the City Council may otherwise set the fee for their license. Where such a fee has been previously set, this Ordinance does not remove it, but the fire inspection fee shall be additionally required.
- C. The fees shall be as follows:
 - i. Businesses that qualify for the Self-Assessment Fire Inspection
\$45

- ii. Businesses between 1-5000 sq. feet,
\$75
 - iii. Businesses between 5001-10,000 sq. feet
\$125
 - iv. Businesses greater than 10,000 sq. feet
\$250
 - v. Businesses that have a fire alarm system, sprinkler system or commercial hood extinguishment system, an additional \$50 fee shall be assessed.
- D. For purposes of clarity, this may be referred as a Fire Inspection Fee.
E. This Resolution shall become effective on July 1, 2023.

DATED THIS _____ day of May, 2023.

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cheri Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

City Clerk, Christine Trumbull



CITY OF MILLS
EST. 1921

City of Mills
704 Fourth Street / PO Box 789
Mills, WY, 82644
307-234-6679

Permit # _____ Item # 13.

Fee \$ 50

RECEIVED

MAY 23 2023

Catering Permit Application

Permit Fees Are Nonrefundable

PAID
MAY 23 2023

ESTABLISHMENT APPLYING FOR PERMIT

<input checked="" type="checkbox"/>	BAYOU LIQUORS	<input type="checkbox"/>	BEACON CLUB
<input type="checkbox"/>	BIDS PLACE	<input type="checkbox"/>	D's OREGON TRAIL BAR
<input type="checkbox"/>	MAVERIK ADVENTURE STOP	<input type="checkbox"/>	STAGGERS BAR
<input type="checkbox"/>	THE HIDEAWAY LOUNGE	<input type="checkbox"/>	UNCORKED FINE WINE AND SPIRITS

APPLICANT INFORMATION			
APPLICANT:	Bayou Liquors		
CONTACT PERSON:	Josh Carson		
ADDRESS:	301 Platte Ave		
CITY:	Mills	STATE:	WY
TELEPHONE:	307 797 9206	CELL:	

EVENT INFORMATION			
EVENT NAME:	outdoor bike run (charity event)		
TYPE OF EVENT:	<input type="checkbox"/> WEDDING <input type="checkbox"/> REUNION <input type="checkbox"/> ART SHOW <input type="checkbox"/> PRIVATE COMPANY PARTY <small>(Select One)</small> <input type="checkbox"/> CONCERT <input checked="" type="checkbox"/> FUND RAISER <input type="checkbox"/> OTHER _____		
EVENT DATE:	6/10/23	EVENT TIME:	12pm - 8pm
EVENT ADDRESS:	301 Platte Ave Mills WY 82644 (Parking Lot)		
OUTSIDE EVENT:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	STREET EVENT:	YES <input type="checkbox"/> NO <input type="checkbox"/>
STREET CLOSURE NEEDED: YES <input type="checkbox"/> NO <input type="checkbox"/>			
parking lot at the entrance open container			

FEES	
CITY OF MILLS CATERING PERMIT: \$50.00 A DAY	NUMBER OF DAYS PERMITTED: <u>1</u>
CITY OF MILLS CATERING PERMIT FEES ARE NON-REFUNDABLE:	TOTAL: <u>50.00</u>
APPLICANTS SIGNATURE:	DATE: <u>5/23/23</u>

CITY OFFICIALS	
POLICE CHIEF:	DATE:
FIRE CHIEF:	DATE:
APPROVAL SIGNATURE:	APPROVAL DATE:

RECEIVED
MAY 23 2023

XBP Confirmation Number: 145312363

Receipt for Payment to:
City of Mills

Date/Time: 05/23/2023 2:08:26 PM
Transaction #: 198356353
Payment Method: American Express
Transaction Status: Successful

Items

ALCOHOL PERMIT	50.00
Total:	50.00

RACHAEL SHAW
Mills, WY 82644

Payment Service Provided By
www.xpressbillpay.com