

**REGULAR CITY COUNCIL
MEETING**

November 28, 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 11-14-2023](#)

City Licenses

- [2. New and Renewal Business and Contractors Licenses 11-28-2023](#)

Financial Approvals

- [3. Financial Breakdown Reports 11-28-2023](#)
- [4. Fire Payroll: 11-9-2023 to 11-20-2023](#)
- [5. Regular/Police Payroll: 11-6-2023 to 11-19-2023](#)

ORDINANCES AND RESOLUTIONS

- [6. **Ordinance 808: Second Reading:** An Ordinance Amending 5.04.180 to be 5.08.180](#)
- [7. **Ordinance 809: Second Reading:** An Ordinance Amending Title 2](#)
- [8. **Ordinance 807: Second Reading:** An Ordinance Providing for Certain Fine for Violations by Liquor License Holders](#)

COUNCIL APPROVALS

OPEN DISCUSSION

EXECUTIVE SESSION

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - December 12th, 2023 @ 7:00pm/ January 9th, 2024 @ 7:00pm

NEXT WORK SESSION - December 11th, 2023 @ 9:00am / December 12th, 2023 @ 6:00pm / January 8th, 2024 @ 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
November 14, 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 called the meeting to order at 7:00pm.

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 10-24-2023

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.

City Licenses

- 2. New and Renewal Business and Contractor Licenses 11-14-2023

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

- 3. Financial Breakdown 11-14-2023

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.

4. Treasurer Reports October 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

5. Resolution 2023-43: A Resolution for Midway Subdivision, An Addition to the City of Mills

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

Mayor asked if we had a report from staff on this. City Planner stated case number 23.07 FSP. This applicant is proposing to subdivide approximately 39.69 acres into an 18 lot industrial subdivision. Each lot averages approximately 1.50 acres in size. It is currently zoned as EI (Established Industrial). No change in zoning is required. The Planning Commission are forwarding there due pass from the October 5th, 2023 meeting. They are asking council to approve the recommended final subdivision plat. The City Planner also stated that the applicant is here is you have any questions.

Steve Loftin of Tetral Corporation of Casper was present to answer any questions. Mayor stated that we have a few questions. Councilman Neumiller asked what is going on with Lot 11. He wanted to know why they did not dedicate it as a road. Steve stated that he made it a lot because whoever buys it can pay for the street to go into. It was stated that if anyone wanted to develop the land to the west there is utilities there. Mayor wanted to know if they feel confident that would not hinder growth. Steve stated that the lot is wide enough to make a street the regular size and if the landowner to the west purchased it then they would have to put the street in. Councilman Neumiller stated again, that the piece of land is an undevelopable lot and she be used as it was intended for. Steve stated then he could not sell it to someone who wanted to buy it. The person who buys it will have access to all the streets Lot 11 belong to Dennis Rivit. Mayor stated that we have a few questions about the Sinclair line. Do they still own it? Steve stated that he is not sure of the date he acquired it but it was abandoned when he got it.

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

6. Resolution 2023-44: A Resolution for Approval of A Site Plan for Phase 1 (37,920 SQ FT) Of A Proposed 82,220 SQ FT Public K-12 School Building

Motion made by Council President McCarthy, Seconded by Council Member Sutherland.

Mayor asked if we had a report from staff on this. The case number is 23.01 SKC. The applicant is wanting to propose to construct a new K-12 school on lot 1 of the Mountain Meadows No 2. It is a phased development with phase 1 consisting of a two-story classroom building for grades K-6. The Planning and Zoning board made a do pass recommendation for this site plan application.

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

7. Ordinance 806: THIRD AND FINAL READING: An Ordinance Regarding Business License Fees

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.

8. Ordinance 807: First Reading: An Ordinance Providing for Certain Fine for Violations by Liquor License Holders

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.

9. Ordinance 808: First Reading: An Ordinance Amending 5.04.180 to be 5.08.180

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 809: First Reading: An Ordinance Amending Title 2

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

COUNCIL APPROVALS

11. Council Approval of the RFP from CEPI for Surveying Services

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.

NEW BUSINESS

12. Council Business: Wyoming Downs / Beacon

Mayor wanted to let the representatives from Wyoming Downs/Beacon know that the issues that have been going on over there are very serious. She asked for a report from staff on this. Fire Chief Gay gave some numbers from the previous year to current. Last year from August of 2022 to July 2023 there were 10 calls to the Beacon. August 2023 to current there have been 5 calls. If this trend continues the calls will be super high. Not all were medical but a lot of them were. Next, the Police Chief Preciado stated that he will also give the numbers from the previous year to current. Last year from August 2022 to July 2023 there were 83 calls to the Beacon. From August 2023 to current there has already been 45 calls in three months. The calls have been for gun shots, stabbings, assault, over serving. This is a huge issue. The Mayor stated that she has been out with the police at all hours and has witnessed over serving and aggressive behavior from the bouncers and hostility with the bouncers and the customers. Starting the fighting and using force is not a way to keep a business running smoothly. The Mayor also stated that she feels that it starts with the leadership and the management in the bar to get a hand on the issue. The Mayor asked if there is anyone to speak for Wyoming Downs on this issue. Traci Lacock legal counsel for Wyoming Downs wanted to thank the council for letting her

she speak. She wanted to emphasize that this is a very serious issue and they are taking the necessary steps to getting this issue resolved. They have started a step process and she will go over the steps now. First, they have started an online incident form. As something happens the right people will get the incident form right away. They are improving their cameras in the building and the parking lot. She also wanted to thank the police and fire for helping out with these serious issues. She reassured the council that they bouncers will be going through security classes and a new training program for them. We are also increasing the pay to attract better personnel. She was wondering if the police could help out with some of the training they may need or have an officer there in the building. The Mayor stated that the City has spent already a lot of resources from the calls and feels that having an officer there would not be in the best interest of the City. Traci stated that we will take the help where ever you can give. Traci also stated that all the employees have been "TIPS "trained. Mayor stated she thinks that your employees should go through the program again to learn about over serving and checking ID'S. Mayor stated that you need to hold your employees more accountable. Traci stated that if council has any questions she has John Moore head of security on the phone, two of her managers from the bar and Lou from the marketing department. Traci again, wanted to thank the council for listening and if they see any more issues happening please reach out to her. The safety of the customers and employees is a serious issue and we are on top of fixing it. It will take some time but please know we are working on it. Let's keep an open communication line between us and we will reach out to the police for advice and help with training. Traci also stated that she is thank for the advance notice and letting us come speak.

OPEN DISCUSSION

Mayor asked if there was anyone in the audience who wished to speak in open discussion. She asked again and no one came forward.

ADJOURNMENT

Mayor asked for a motion to adjourn the Council Meeting at 7:28pm.

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.

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - December 12th, 2023 @ 7:00pm.

NEXT WORK SESSION - December 11th, 2023 @ 9:00am/ December 12th, 2023 @ 6:00pm.

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

Mayor, Leah Juarez

City Clerk, Christine Trumbull

Council Meeting NOVEMBER 28th, 2023

Item # 2.

NEW BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	BLACKWATER SEPTIC SOLUTIONS	YES	NO
2	HIGHLANDS AUTO SALES	YES	NO
3			
4			
5			

RENEWAL BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	CAN DO COMPANY	YES	NO
2	CARE MOBILE HOME SERVICE	YES	NO
3	PRAIRIEWIND DECOYS	YES	NO
4	307 COWBOY COUNTRY dba MONTANA SHED CENTER	YES	NO
5	VISION BEYOND BORDERS dba NEW VISION THRIFT	YES	NO
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			

Council Meeting NOVEMBER 28th, 2023

Item # 2.

NEW CONTRACTOR LICENSES

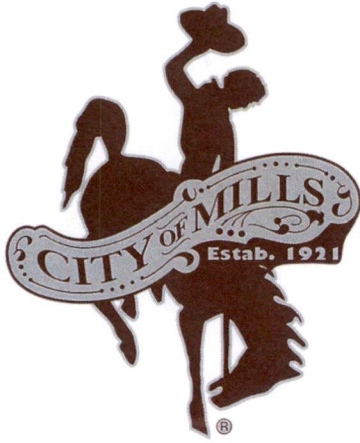
	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
--	----------------------	-------------	------------------	----------------------

1				
2				
3				

RENEWAL CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
--	----------------------	-------------	------------------	----------------------

1	ATLANTIC ELECTRIC	N/A	NO	YES
2	CAN DO COMPANY	YES	NO	YES
3	ENVISION ELECTRIC	N/A	NO	YES
4	KTK GENERAL CONTRACTING LIMITED	N/A	NO	YES
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				



CITY OF MILLS

EST. 1921

CHECK LIST FOR

November 28th, 2023

COUNCIL MEETING

City Hall/Court

11-13-2023	32056-32057	Transmittals
11-13-2023	32058	Manual
11-13-2023	32059-32063	Transmittals
11-21-2023	32064-32067	Manuals
11-21-2023	32068	Void
11-21-2023	32069-32101	Vouchers
	COURT	
11-8-2023	1810-1813	Manuals
11-20-2023	1814-1816	Manuals

COUNCIL:

MAYOR: _____

CITY CLERK: _____



CITY OF MILLS

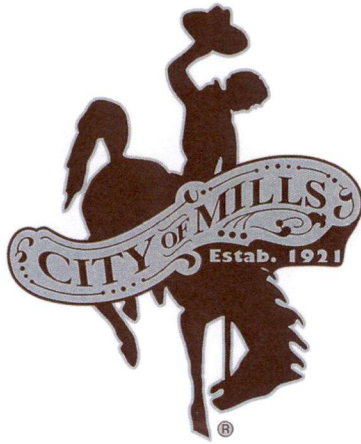
EST. 1921

BILLS

Meeting Date: November 28th, 2023

Bills

ACH.....	\$0
VOUCHERS.....	\$127,628.68
MANUAL CHECKS CITY HALL.....	\$35,710.86
MANUAL CHECKS COURT.....	\$3870.00
TRANSMITTAL CHECKS.....	\$24,475.32
VOIDED CHECKS.....	\$0



CITY OF MILLS

EST. 1921

MANUAL CHECKS

City Hall

November 28th, 2023

COUNCIL MEETING

11-13-2023	32058	Department of Work Force Services	Workers Comp	\$4569.60
11-21-2023	32064	Mia Reynolds	Water Deposit Refund	\$173.15
11-20-2023	32065	Black Hills Energy	Utility Bill	\$2828.13
11-20-2023	32066	Jerry Post Psy D	Bill	\$1500.00
11-20-2023	32067	Rocky Mountain Power	Utility Bill	\$26,639.98

TOTAL: \$35,710.86



CITY OF MILLS

EST. 1921

MANUAL CHECKS

COURT

November 28th, 2023

COUNCIL MEETING

11-08-2023	1810	Austin Hoffman	Bond Refund	\$520.00
11-8-2023	1811	Devin Harrison	Bond Refund	\$100.00
11-8-2023	1812	Malachi Ereaux	Bond Refund	\$760.00
11-8-2023	1813	Susanna Alley	Bond Refund	\$1060.00
11-20-2023	1814	Tanner Eastman	Bond Refund	\$760.00
11-20-2023	1815	Austin Eastman	Bond Refund	\$110.00
11-20-2023	1816	Tara Campbell	Bond Refund	\$560.00

TOTAL: \$3870.00



CITY OF MILLS

EST. 1921

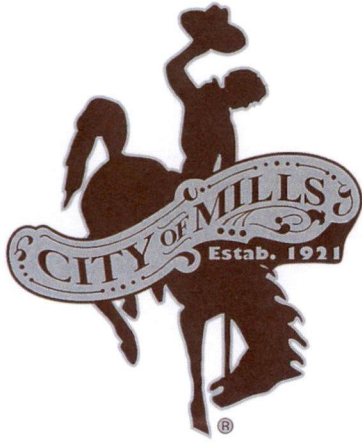
Transmittal Checks

November 28th, 2023

Council Meeting

11-13-2023	32056	Pathfinder FCU	\$220.00
11-13-2023	32057	State of Wyoming-Fire	\$4534.45
11-20-2023	32059	Pathfinder FCU	\$220.00
11-20-2023	32060	American Funds	\$250.00
11-20-2023	32061	Orchard Trust	\$725.00
11-20-2023	32062	State of Wyoming Retirement –Fire	\$871.84
11-20-2023	32063	State of Wyoming Retirement-Reg	\$18,654.03

TOTAL: \$25,475.32



CITY OF MILLS

EST. 1921

Voided Checks

November 28th, 2023

Council Meeting

11-21-2023	32068	None	Blank	Void- The Check was shredded by accident	\$0.00
------------	-------	------	-------	--	--------

TOTAL: \$0.00

CITY OF MILLS

Check Register - Audit Report
Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 1
Nov 27, 2023 10:31AM

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

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
1810						
11/08/2023	1810	Austin Hoffman	520.00	Bond Refund for Cheyenne Garduno	10-26150	520.00
	Total 1810:					520.00
1811						
11/08/2023	1811	Devin Harrison	100.00	Bond Refund for Devin Harrison	10-26150	100.00
	Total 1811:					100.00
1812						
11/08/2023	1812	Malachi Ereaux	760.00	Bond Refund for Nicolas P Sessions	10-26150	760.00
	Total 1812:					760.00
1813						
11/08/2023	1813	Susanna Alley	1,060.00	Bond Refund for James Alley	10-26150	1,060.00
	Total 1813:					1,060.00
1814						
11/08/2023	1814	Tanner Eastman	760.00	Bond Refund for Nicolas Long	10-26150	760.00
	Total 1814:					760.00
1815						
11/20/2023	1815	Austin Hoffman	110.00	Bond Refund for Cheyenne Garduno	10-26150	110.00
	Total 1815:					110.00
1816						
11/20/2023	1816	Tara Campbell	560.00	Bond Refund for Michael Allison	10-26150	560.00
	Total 1816:					560.00

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 2
Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
31698						
11/15/2023	31698	Jerry Post Psy,D	1,500.00-	EAP Administrative Fees	10-46-210	1,500.00- V
Total 31698:						1,500.00-
31996						
11/09/2023	31996	Bruce Turner	100.00	Water Deposit Refund for Bruce Turner	51-26150	100.00
Total 31996:						100.00
31997						
11/08/2023	31997	Century Link	287.74	Services for WTP	50-46-983	287.74
Total 31997:						287.74
31998						
11/08/2023	31998	Dale Smith	612.50	LEVEL II WATER	52-82-720	612.50
Total 31998:						612.50
31999						
11/09/2023	31999	Madison Otter	17.55	Water Deposit Refund for Madison Otter	51-26150	17.55
Total 31999:						17.55
32000						
11/08/2023	32000	Paul George	135.47	Water Deposit Refund for Paul George	51-26150	135.47
Total 32000:						135.47
32001						
11/08/2023	32001	Rocky Mountain Power	605.93	240 S Chamberlin Rd Electricity	50-46-941	605.93
11/08/2023	32001	Rocky Mountain Power	35.69	900 S ROBERTSON RD, ROBERTSON HILLS PARK	10-46-941	35.69
Total 32001:						641.62
32002						
11/08/2023	32002	Verizon	138.68	cell phone for Fire Department	10-44-850	138.68

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 3
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32002:						138.68
32003						
11/08/2023	32003	Wyoming DCI Fingerprint Division	78.00	FBI Background Check - Mia Reynolds and Erica Pasi	10-56-394	78.00
Total 32003:						78.00
32004						
11/14/2023	32004	ALSCO, Inc	34.80	Mats & Coveralls for shop	10-65-855	34.80
11/14/2023	32004	ALSCO, Inc	71.92	Rugs and Mat at City Hall	12-45-260	71.92
11/14/2023	32004	ALSCO, Inc	151.15	Rugs and Mats for PD	12-45-260	151.15
Total 32004:						257.87
32005						
11/14/2023	32005	Arcadis US, Inc	9,832.70	Riverbank stabilization	12-45-230	9,832.70
Total 32005:						9,832.70
32006						
11/14/2023	32006	Arrowhead Heating & Air Conditio	92.00	T-Stat problems on downstairs furnace	10-56-620	92.00
Total 32006:						92.00
32007						
11/14/2023	32007	Atlas Office Products, Inc	163.73	Office Supplies for PD	10-54-235	163.73
11/14/2023	32007	Atlas Office Products, Inc	4.32	Office Supplies for PD	10-54-235	4.32
11/14/2023	32007	Atlas Office Products, Inc	75.60	Office Supplies for PD	10-54-235	75.60
Total 32007:						243.65
32008						
11/14/2023	32008	B & B Rubber Stamp	31.95	Notary Stamp for S Youncs	10-54-310	31.95
Total 32008:						31.95
32009						
11/14/2023	32009	Big Horn Tire, Inc.	2,926.54	Front end repair on MS 48-ambulance	10-56-950	2,926.54

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 4
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
11/14/2023	32009	Big Horn Tire, Inc.	1,045.40	Tires unit #2	51-81-900	1,045.40
11/14/2023	32009	Big Horn Tire, Inc.	2,652.67	Re-Cap tire x8	54-84-950	2,652.67
11/14/2023	32009	Big Horn Tire, Inc.	290.33	Re-Cap tire	54-84-950	290.33
11/14/2023	32009	Big Horn Tire, Inc.	368.00	Take off tires and send for re-caps	54-84-950	368.00
Total 32009:						7,282.94
32010						
11/14/2023	32010	Bound Tree Medical	21.79	Medcal Supplies	10-56-425	21.79
11/14/2023	32010	Bound Tree Medical	935.92	Medcal Supplies	10-56-425	935.92
11/14/2023	32010	Bound Tree Medical	24.27	Medcal Supplies	10-56-425	24.27
11/14/2023	32010	Bound Tree Medical	17.88	Medcal Supplies	10-56-425	17.88
11/14/2023	32010	Bound Tree Medical	248.53	Medcal Supplies	10-56-425	248.53
11/14/2023	32010	Bound Tree Medical	258.89	Medcal Supplies	10-56-425	258.89
Total 32010:						1,507.28
32011						
11/14/2023	32011	Caselle, Inc	1,196.00	Caselle Support & Maint for December 2023	50-46-725	1,196.00
11/14/2023	32011	Caselle, Inc	1,196.00	Caselle Support & Maint for December 2023	10-44-725	1,196.00
Total 32011:						2,392.00
32012						
11/14/2023	32012	Casper Natrona County Health De	3,750.00	July - Sept 2023	10-46-955	3,750.00
Total 32012:						3,750.00
32013						
11/14/2023	32013	Casper Star Tribune Inc	489.99	Renewal	10-46-620	489.99
Total 32013:						489.99
32014						
11/14/2023	32014	City of Casper	2,667.77	Metro Shelter Charges	10-53-600	2,667.77
11/14/2023	32014	City of Casper	25,771.39	201 Sewer RWWWS	53-83-620	25,771.39
11/14/2023	32014	City of Casper	12,330.81	PSCC Charges for Sept 2023	10-54-500	12,330.81
11/14/2023	32014	City of Casper	3,220.00	Balefill Passes for October 2023	54-84-250	3,220.00
11/14/2023	32014	City of Casper	702.35	Balefill	54-84-250	702.35

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 5
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
11/14/2023	32014	City of Casper	408.65	Balefill	54-84-250	408.65
11/14/2023	32014	City of Casper	736.45	Balefill	54-84-250	736.45
11/14/2023	32014	City of Casper	659.45	Balefill	12-45-280	659.45
11/14/2023	32014	City of Casper	580.25	Balefill	12-45-280	580.25
11/14/2023	32014	City of Casper	410.85	Balefill	12-45-280	410.85
11/14/2023	32014	City of Casper	653.95	Balefill	12-45-280	653.95
11/14/2023	32014	City of Casper	875.05	Balefill	12-45-280	875.05
11/14/2023	32014	City of Casper	678.77	Balefill	12-45-280	678.77
11/14/2023	32014	City of Casper	587.95	Balefill	12-45-280	587.95
11/14/2023	32014	City of Casper	515.90	Balefill	12-45-280	515.90
11/14/2023	32014	City of Casper	604.45	Balefill	12-45-280	604.45
11/14/2023	32014	City of Casper	872.30	Balefill	12-45-280	872.30
11/14/2023	32014	City of Casper	660.55	Balefill	12-45-280	660.55
11/14/2023	32014	City of Casper	532.95	Balefill	12-45-280	532.95
11/14/2023	32014	City of Casper	397.65	Balefill	12-45-280	397.65
11/14/2023	32014	City of Casper	521.95	Balefill	12-45-280	521.95
11/14/2023	32014	City of Casper	677.60	Balefill	12-45-280	677.60
11/14/2023	32014	City of Casper	524.70	Balefill	12-45-280	524.70
11/14/2023	32014	City of Casper	547.25	Balefill	12-45-280	547.25
11/14/2023	32014	City of Casper	366.30	Balefill	12-45-280	366.30
11/14/2023	32014	City of Casper	854.70	Balefill	12-45-280	854.70
Total 32014:						57,359.99
32015						
11/14/2023	32015	Civic Plus	2,740.00	Municode Proof Fee	10-46-905	2,740.00
Total 32015:						2,740.00
32016						
11/14/2023	32016	CMI-Teco Inc	26.89	Elbow	54-84-950	26.89
11/14/2023	32016	CMI-Teco Inc	78.10	Oil Filters	54-84-950	78.10
11/14/2023	32016	CMI-Teco Inc	255.21	Mirror	54-84-950	255.21
Total 32016:						360.20
32017						
11/14/2023	32017	CPS Distributors Inc	18.71	5" pvc caps	10-70-310	18.71
11/14/2023	32017	CPS Distributors Inc	598.70	5" pvc caps	10-70-310	598.70

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 6
Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
11/14/2023	32017	CPS Distributors Inc	598.70	Credit on 5" pvc caps	10-70-310	598.70
11/14/2023	32017	CPS Distributors Inc	187.10	5" pvc caps	10-70-310	187.10
Total 32017:						205.81
32018						
11/14/2023	32018	CY Ace Hardware	18.49	Repairs on chain saw	10-56-810	18.49
Total 32018:						18.49
32019						
11/14/2023	32019	Dewitt Water Systems & Service	144.15	Water Delivery and Cooler Rental	10-56-310	144.15
Total 32019:						144.15
32020						
11/14/2023	32020	Diamond Vogel	125.70	Paint	10-70-840	125.70
11/14/2023	32020	Diamond Vogel	281.85	Paint	10-70-840	281.85
Total 32020:						407.55
32021						
11/14/2023	32021	Emergency Medical Physicians, P	375.00	September 2023 medical director fee	10-56-730	375.00
Total 32021:						375.00
32022						
11/14/2023	32022	Fastenal	5.40	1/4" Jobber	10-65-840	5.40
11/14/2023	32022	Fastenal	22.71	Bolts and Nuts	10-65-840	22.71
11/14/2023	32022	Fastenal	10.42	Batteries	10-65-840	10.42
11/14/2023	32022	Fastenal	8.86	3/4" bolts	10-65-840	8.86
Total 32022:						47.39
32023						
11/14/2023	32023	Ferguson Waterworks #1116	200.00	1000' Meter Wire	51-81-430	200.00
Total 32023:						200.00

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 7
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
32024						
11/14/2023	32024	Fleetpride	261.10	Air Dryer	54-84-950	261.10
11/14/2023	32024	Fleetpride	10.64	Push on Connectors	54-84-950	10.64
11/14/2023	32024	Fleetpride	31.59	Govenor and Elbow	54-84-950	31.59
Total 32024:						303.33
32025						
11/14/2023	32025	Floyd's Truck Center WY	388.06	Filers and Oil	54-84-950	388.06
11/14/2023	32025	Floyd's Truck Center WY	472.99	Oil	54-84-950	472.99
Total 32025:						861.05
32026						
11/14/2023	32026	Grainger, Inc	58.08	1/4" Fittings	10-64-840	58.08
Total 32026:						58.08
32027						
11/14/2023	32027	Haid's Plumbing & Heating	337.50	Repairs at PD	12-45-260	337.50
Total 32027:						337.50
32028						
11/14/2023	32028	Hawkins Inc	60.00	Rental on Chlorine Cyl	52-82-840	60.00
11/14/2023	32028	Hawkins Inc	1,103.52	3 chlorine cyliners	52-82-840	1,103.52
Total 32028:						1,163.52
32029						
11/14/2023	32029	Homax	857.05	Drum 5w-20 Syn Blend	10-65-840	857.05
11/14/2023	32029	Homax	988.41	Drum Window Wash & Drum 10w-30 Blend	10-65-840	988.41
Total 32029:						1,845.46
32030						
11/14/2023	32030	Ingersoll Rand Industrial U.S., Inc	800.92	Reroute drainlines on compressors	52-82-810	800.92

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 8
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32030:						800.92
32031						
11/14/2023	32031	Installation & Service Company In	3,566.69	Repair street and sidewalk Rambler	12-45-240	3,566.69
11/14/2023	32031	Installation & Service Company In	5,373.25	Repair leak and street Crescent	12-45-240	5,373.25
Total 32031:						8,939.94
32032						
11/14/2023	32032	Intellatek Technology at Work	4,212.57	Equipment Comm System Intall	10-46-990	4,212.57
Total 32032:						4,212.57
32033						
11/14/2023	32033	Jaxon Hiatt	69.99	Flu Vaccine	10-56-210	69.99
Total 32033:						69.99
32034						
11/14/2023	32034	Jeremy Shearer	600.00	Grass maintenance around eagle	12-45-260	600.00
Total 32034:						600.00
32035						
11/14/2023	32035	Matthew Bender & Co., Inc.	452.36	Wy Stats Annotated 2023 Full Set	12-45-310	452.36
Total 32035:						452.36
32036						
11/14/2023	32036	Midwest Connect, LLC	1,300.00	Contract base rate charge for 12/12/23 to 12/11/24 billi	10-44-310	1,300.00
Total 32036:						1,300.00
32037						
11/14/2023	32037	Modern Electric Company Inc	845.00	Repairs to light at City Hall	12-45-260	845.00
11/14/2023	32037	Modern Electric Company Inc	625.00	Repairs to light at City Hall	12-45-260	625.00

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 9
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32037:						1,470.00
32038						
11/14/2023	32038	NAPA Auto Parts	24.13	Filters for 10, 66	10-54-950	24.13
11/14/2023	32038	NAPA Auto Parts	16.34	Filters 13	10-54-950	16.34
11/14/2023	32038	NAPA Auto Parts	37.31	Filters	10-54-950	37.31
11/14/2023	32038	NAPA Auto Parts	69.51	Filters	10-70-950	69.51
11/14/2023	32038	NAPA Auto Parts	4.69	Filters	10-70-950	4.69
11/14/2023	32038	NAPA Auto Parts	52.68	Brake parts cleaner	10-70-950	52.68
11/14/2023	32038	NAPA Auto Parts	7.99	Washer fluid cap	10-70-950	7.99
11/14/2023	32038	NAPA Auto Parts	8.34	Couplings	10-70-950	8.34
11/14/2023	32038	NAPA Auto Parts	96.36	Oil seal	10-70-950	96.36
11/14/2023	32038	NAPA Auto Parts	22.82	1 amp fuse	10-56-810	22.82
Total 32038:						340.17
32039						
11/14/2023	32039	Natrona County Sheriffs Office	13,397.82	House Inmates for September 2023	10-54-415	13,397.82
Total 32039:						13,397.82
32040						
11/14/2023	32040	Norco, Inc	112.43	Disinfecting Wipes	54-84-840	112.43
11/14/2023	32040	Norco, Inc	119.11	Hand soap refills	10-44-267	119.11
Total 32040:						231.54
32041						
11/14/2023	32041	Peden's Inc.	220.00	Shirts for WTP employees	54-84-855	220.00
11/14/2023	32041	Peden's Inc.	48.00	Shirts for WTP employees	54-84-855	48.00
11/14/2023	32041	Peden's Inc.	40.00	Shirts for WTP employees	54-84-855	40.00
Total 32041:						308.00
32042						
11/14/2023	32042	Peterbilt of Wyoming Inc	19.73	Filiter	54-84-950	19.73
11/14/2023	32042	Peterbilt of Wyoming Inc	66.90	Fuel filter	54-84-950	66.90
11/14/2023	32042	Peterbilt of Wyoming Inc	12,623.93	Engine work order #19	54-84-950	12,623.93

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 10
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32042:						12,710.56
32043						
11/14/2023	32043	Quadient, Inc	2,020.00	Postage	50-46-226	2,020.00
Total 32043:						2,020.00
32044						
11/14/2023	32044	Rocky Mountain Drug Testing	350.00	Random Drug Testing	10-46-352	350.00
Total 32044:						350.00
32045						
11/14/2023	32045	Rocky Mountain Electric	212.50	Replace 2 motor savers	12-45-260	212.50
Total 32045:						212.50
32046						
11/14/2023	32046	Shirts & More, Inc	162.00	Vest, jackets for Shae	10-54-855	162.00
Total 32046:						162.00
32047						
11/14/2023	32047	Sirchie Products	90.43	Test 15-Methamphetamine, 10 swab box, plain 100/pk	10-54-300	90.43
11/14/2023	32047	Sirchie Products	289.41	300 swab boxes, 20 meth test kits, 4mj test kits, 1 mus	10-54-300	289.41
Total 32047:						379.84
32048						
11/14/2023	32048	Sundahl, Powers, Kapp & Martin,	2,407.50	Attorneys Fees	10-44-420	2,407.50
Total 32048:						2,407.50
32049						
11/14/2023	32049	Sutherlands	2.82	Keys for Buchholz	10-54-235	2.82
11/14/2023	32049	Sutherlands	61.98	Trimmer line	10-70-840	61.98
11/14/2023	32049	Sutherlands	123.86	Paint and paint supplies	10-49-998	123.86
11/14/2023	32049	Sutherlands	225.74	PVC Parts	10-49-998	225.74

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 11
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
11/14/2023	32049	Sutherlands	31.05	Elbows	10-49-998	31.05
11/14/2023	32049	Sutherlands	40.00	Primer Paint	10-49-998	40.00
11/14/2023	32049	Sutherlands	108.60	Pulls and straps	10-49-998	108.60
11/14/2023	32049	Sutherlands	22.76	Brushes	10-49-998	22.76
11/14/2023	32049	Sutherlands	32.48	Spray Paint	10-49-998	32.48
Total 32049:						649.29
32050						
11/14/2023	32050	Ted D. Miller Associates Inc.	8,135.25	2 Flow Meters	52-82-440	8,135.25
Total 32050:						8,135.25
32051						
11/14/2023	32051	Wear Parts	7.81	Bolts and nuts	54-84-840	7.81
Total 32051:						7.81
32052						
11/14/2023	32052	Western Wyoming Lock & Safe	50.00	Keys for City Hall	12-45-260	50.00
Total 32052:						50.00
32053						
11/14/2023	32053	Winter Equipment Company	1,441.98	Carbide Blades	10-61-440	1,441.98
Total 32053:						1,441.98
32054						
11/14/2023	32054	WLEA-ADVTrng	236.00	FTO Development	10-54-910	236.00
Total 32054:						236.00
32055						
11/14/2023	32055	Wyoming Water Quality & Pollutio	375.00	WWQ Conference	52-82-910	375.00
Total 32055:						375.00

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 12
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
32058						
11/13/2023	32058	Department of Workforce Services	4,569.60	Worker Compensation for October 2023	10-23800	4,569.60 M
Total 32058:						4,569.60
32065						
11/20/2023	32065	Black Hills Energy	1,538.83	Natural Gas for City	10-46-940	1,538.83
11/20/2023	32065	Black Hills Energy	888.69	Natural Gas for Enterprise	50-46-940	888.69
11/20/2023	32065	Black Hills Energy	400.61	Natural Gas for WTP	52-82-940	400.61
Total 32065:						2,828.13
32066						
11/20/2023	32066	Jerry Post Psy.D	1,500.00	EAP Administrative Fees	10-46-210	1,500.00
Total 32066:						1,500.00
32067						
11/20/2023	32067	Rocky Mountain Power	93.88	6699 Poison Spider	50-46-941	93.88
11/20/2023	32067	Rocky Mountain Power	8,874.15	City Electricity	10-44-941	8,874.15
11/20/2023	32067	Rocky Mountain Power	2,810.99	Enterprise Electricity	50-46-941	2,810.99
11/20/2023	32067	Rocky Mountain Power	14,860.96	WTP Electricity	52-82-976	14,860.96
Total 32067:						26,639.98
32069						
11/21/2023	32069	ALSCO, Inc	70.85	Rugs and Mat at City Hall	12-45-260	70.85
Total 32069:						70.85
32070						
11/21/2023	32070	AMBI Mail & Marketing, Inc	34.31	Fed Ex Drugs to Crime Lab in Cheyenne	10-54-330	34.31
Total 32070:						34.31
32071						
11/21/2023	32071	Arcadis US, Inc	5,797.50	City of Mills Riverbank Project	12-45-230	5,797.50
11/21/2023	32071	Arcadis US, Inc	10,742.30	City of Mills Riverbank Project	12-45-230	10,742.30

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 13
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32071:						16,539.80
32072						
11/21/2023	32072	Atlas Office Products, Inc	1,711.60	paper	10-56-235	1,711.60
Total 32072:						1,711.60
32073						
11/21/2023	32073	Banner Health	234.46	Medical Supplies	10-56-425	234.46
Total 32073:						234.46
32074						
11/21/2023	32074	Best Friends Animal Health Cente	365.86	Heath check ups and vaccinations for Bitsy and Bruno	10-53-700	365.86
Total 32074:						365.86
32075						
11/21/2023	32075	Big Horn Tire, Inc.	220.00	New tire/disposal for PD Unit	10-56-815	220.00
Total 32075:						220.00
32076						
11/21/2023	32076	City of Casper	2,085.21	September Dispatch Fees	10-56-502	2,085.21
11/21/2023	32076	City of Casper	4,201.87	Metro Shelter Charges	10-53-600	4,201.87
11/21/2023	32076	City of Casper	9,041.51	Dispatch fees for October 2023	10-56-502	9,041.51
11/21/2023	32076	City of Casper	697.40	Balefill	12-45-280	697.40
11/21/2023	32076	City of Casper	678.70	Balefill	12-45-280	678.70
11/21/2023	32076	City of Casper	631.40	Balefill	12-45-280	631.40
11/21/2023	32076	City of Casper	240.90	Balefill	12-45-280	240.90
11/21/2023	32076	City of Casper	821.15	Balefill	12-45-280	821.15
11/21/2023	32076	City of Casper	649.55	Balefill	12-45-280	649.55
11/21/2023	32076	City of Casper	544.50	Balefill	12-45-280	544.50
11/21/2023	32076	City of Casper	364.10	Balefill	12-45-280	364.10
Total 32076:						19,956.29

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 14
Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
32077						
11/21/2023	32077	Civil Engineering Professionals, In	3,005.00	Engineering expenses for the pathways project	50-46-335	3,005.00
Total 32077:						3,005.00
32078						
11/21/2023	32078	Collins Communications, Inc	275.00	IT Customer Care Contract	10-55-860	275.00
Total 32078:						275.00
32079						
11/21/2023	32079	Community First National Bank	39,982.73	New PD Vehicles	12-45-350	39,982.73
Total 32079:						39,982.73
32080						
11/21/2023	32080	Elissa Sanders	158.00	PALS Registration	10-56-910	158.00
Total 32080:						158.00
32081						
11/21/2023	32081	Emergency Medical Physicians, P	375.00	Medical Director Services	10-56-730	375.00
Total 32081:						375.00
32082						
11/21/2023	32082	Fastenal	2.68	Washers to repair on Ambo's doors	10-56-950	2.68
Total 32082:						2.68
32083						
11/21/2023	32083	Ferguson Waterworks #1116	1,525.68	Cla Valve for chlorine shutoff	52-82-810	1,525.68
Total 32083:						1,525.68
32084						
11/21/2023	32084	Greiner Ford	180.00	Leaking oil / Repaired 2016 Explorer	10-54-950	180.00

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 15
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32084:						180.00
32085						
11/21/2023	32085	Hawkins Inc	50.00	Chlorine Cylinder Rental Fee	52-82-840	50.00
11/21/2023	32085	Hawkins Inc	3,956.07	Chlorine, alum, and phosphate	52-82-840	3,956.07
Total 32085:						4,006.07
32086						
11/21/2023	32086	Homax	3,681.65	Fuel Charges for Police	10-54-370	3,681.65
11/21/2023	32086	Homax	87.50	Fuel Charges for CSO	10-53-370	87.50
11/21/2023	32086	Homax	644.39	Fuel Charges for FD	10-56-370	644.39
11/21/2023	32086	Homax	124.91	Fuel Charges for Planning	10-57-370	124.91
11/21/2023	32086	Homax	128.65	Fuel Charges for WTP	52-82-370	128.65
Total 32086:						4,667.10
32087						
11/21/2023	32087	John Deere Financial	2,898.72	Payment for Equipment	12-45-310	2,898.72
Total 32087:						2,898.72
32088						
11/21/2023	32088	Matthew Bender & Co., Inc.	243.31	Wy Code 2023 Citator	10-54-270	243.31
Total 32088:						243.31
32089						
11/21/2023	32089	NAPA Auto Parts	9.32	Unit #4 Spin on fluid filter	10-54-950	9.32
11/21/2023	32089	NAPA Auto Parts	411.04	Maintenance parts for both ambulances	10-56-810	411.04
11/21/2023	32089	NAPA Auto Parts	29.71	Unit #66 Micro V Ribbed belt, filter	10-54-950	29.71
11/21/2023	32089	NAPA Auto Parts	34.47	Unit #4 5W20 Oil	10-54-950	34.47
11/21/2023	32089	NAPA Auto Parts	30.32	Panel filter, spin on fluid filter	10-54-950	30.32
Total 32089:						514.86
32090						
11/21/2023	32090	Oil City Printers	182.13	patient transport auth forms	10-56-310	182.13

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 16
 Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32090:						182.13
32091						
11/21/2023	32091	Pipestone Equipment	2,059.00	Cla valve solenoid valve w/exchange	52-82-810	2,059.00
Total 32091:						2,059.00
32092						
11/21/2023	32092	Progressive Microtechnology, Inc	695.00	PMI Evidence Tracker Annual Tech Service thru 12/31/	10-54-330	695.00
Total 32092:						695.00
32093						
11/21/2023	32093	Schwartz, Bon, Walker & Studer,	11,666.66	Services performed by Patrick Holscher	10-46-240	11,666.66
11/21/2023	32093	Schwartz, Bon, Walker & Studer,	880.00	PNG Legal Group, LLC-Legal Services	10-46-240	880.00
Total 32093:						12,546.66
32094						
11/21/2023	32094	Shirt Space	50.16	Snapback caps	10-54-855	50.16
Total 32094:						50.16
32095						
11/21/2023	32095	Shirts & More, Inc	130.50	Vest/jackets for PD	10-54-855	130.50
11/21/2023	32095	Shirts & More, Inc	152.00	Vest/jackets for PD	10-54-855	152.00
Total 32095:						282.50
32096						
11/21/2023	32096	Sirchie Products	147.78	Nark 20030-Psilocybin/Psilocin, Nark 2005 Test 5	10-54-330	147.78
11/21/2023	32096	Sirchie Products	114.64	Fingerprint cards	10-54-235	114.64
Total 32096:						262.42
32097						
11/21/2023	32097	Sutherlands	210.39	Parade supplies	10-49-998	210.39
11/21/2023	32097	Sutherlands	13.72	Parade supplies	10-49-998	13.72

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 17
Nov 27, 2023 10:31AM

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32097:						224.11
32098						
11/21/2023	32098	Thomas Prach	550.00	Stipend Uniform allowance	10-54-855	550.00
Total 32098:						550.00
32099						
11/21/2023	32099	Trans Union Risk & Alternative	75.00	Monthly Charge for Backgrounds	10-54-330	75.00
Total 32099:						75.00
32100						
11/21/2023	32100	Tyler Houser	43.13	Reimbuse for fuel	10-54-370	43.13
Total 32100:						43.13
32101						
11/21/2023	32101	WLC Engineering Inc	3,373.50	Finishing Tank	10-41-260	3,373.50
11/21/2023	32101	WLC Engineering Inc	1,522.00	Robertson Hills Park	10-41-240	1,522.00
11/21/2023	32101	WLC Engineering Inc	3,153.75	FH replacement	10-41-250	3,153.75
11/21/2023	32101	WLC Engineering Inc	5,220.00	Town Engineer	10-44-335	5,220.00
11/21/2023	32101	WLC Engineering Inc	56.00	GIS	50-46-337	56.00
11/21/2023	32101	WLC Engineering Inc	366.00	Planning	10-57-499	366.00
Total 32101:						13,691.25
Grand Totals:						321,116.89

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-21100	2,098.70	130,111.12	128,012.42
10-23800	4,569.60	.00	4,569.60
10-26150	3,870.00	.00	3,870.00

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 18
Nov 27, 2023 10:31AM

GL Account	Debit	Credit	Proof
10-41-240	1,522.00	.00	1,522.00
10-41-250	3,153.75	.00	3,153.75
10-41-260	3,373.50	.00	3,373.50
10-44-267	119.11	.00	119.11
10-44-310	1,300.00	.00	1,300.00
10-44-335	5,220.00	.00	5,220.00
10-44-420	2,407.50	.00	2,407.50
10-44-725	1,196.00	.00	1,196.00
10-44-850	138.68	.00	138.68
10-44-941	8,874.15	.00	8,874.15
10-46-210	1,500.00	1,500.00-	.00
10-46-240	12,546.66	.00	12,546.66
10-46-352	350.00	.00	350.00
10-46-620	489.99	.00	489.99
10-46-905	2,740.00	.00	2,740.00
10-46-940	1,538.83	.00	1,538.83
10-46-941	35.69	.00	35.69
10-46-955	3,750.00	.00	3,750.00
10-46-990	4,212.57	.00	4,212.57
10-49-998	808.60	.00	808.60
10-53-370	87.50	.00	87.50
10-53-600	6,869.64	.00	6,869.64
10-53-700	365.86	.00	365.86
10-54-235	361.11	.00	361.11
10-54-270	243.31	.00	243.31
10-54-300	379.84	.00	379.84
10-54-310	31.95	.00	31.95
10-54-330	952.09	.00	952.09
10-54-370	3,724.78	.00	3,724.78
10-54-415	13,397.82	.00	13,397.82
10-54-500	12,330.81	.00	12,330.81
10-54-855	1,044.66	.00	1,044.66
10-54-910	236.00	.00	236.00
10-54-950	361.60	.00	361.60
10-55-860	275.00	.00	275.00
10-56-210	69.99	.00	69.99
10-56-235	1,711.60	.00	1,711.60
10-56-310	326.28	.00	326.28
10-56-370	644.39	.00	644.39
10-56-394	78.00	.00	78.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-56-425	1,741.74	.00	1,741.74
10-56-502	11,126.72	.00	11,126.72
10-56-620	92.00	.00	92.00
10-56-730	750.00	.00	750.00
10-56-810	452.35	.00	452.35
10-56-815	220.00	.00	220.00
10-56-910	158.00	.00	158.00
10-56-950	2,929.22	.00	2,929.22
10-57-370	124.91	.00	124.91
10-57-499	366.00	.00	366.00
10-61-440	1,441.98	.00	1,441.98
10-64-840	59.08	.00	59.08
10-65-840	1,892.85	.00	1,892.85
10-65-855	34.80	.00	34.80
10-70-310	804.51	598.70-	205.81
10-70-840	469.53	.00	469.53
10-70-950	239.57	.00	239.57
12-21100	.00	97,760.44-	97,760.44-
12-45-230	26,372.50	.00	26,372.50
12-45-240	8,939.94	.00	8,939.94
12-45-260	2,963.92	.00	2,963.92
12-45-280	16,150.27	.00	16,150.27
12-45-310	3,351.08	.00	3,351.08
12-45-350	39,982.73	.00	39,982.73
50-21100	.00	10,964.23-	10,964.23-
50-46-226	2,020.00	.00	2,020.00
50-46-335	3,005.00	.00	3,005.00
50-46-337	56.00	.00	56.00
50-46-725	1,196.00	.00	1,196.00
50-46-940	888.69	.00	888.69
50-46-941	3,510.80	.00	3,510.80
50-46-983	287.74	.00	287.74
51-21100	.00	1,498.42-	1,498.42-
51-26150	253.02	.00	253.02
51-81-430	200.00	.00	200.00
51-81-900	1,045.40	.00	1,045.40
52-21100	.00	34,068.16-	34,068.16-
52-82-370	128.65	.00	128.65
52-82-440	8,135.25	.00	8,135.25
52-82-720	612.50	.00	612.50

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 20
Nov 27, 2023 10:31AM

GL Account	Debit	Credit	Proof
52-82-810	4,385.60	.00	4,385.60
52-82-840	5,169.59	.00	5,169.59
52-82-910	375.00	.00	375.00
52-82-940	400.61	.00	400.61
52-82-976	14,860.96	.00	14,860.96
53-21100	.00	25,771.39-	25,771.39-
53-83-620	25,771.39	.00	25,771.39
54-21100	.00	23,041.83-	23,041.83-
54-84-250	5,067.45	.00	5,067.45
54-84-840	120.24	.00	120.24
54-84-855	308.00	.00	308.00
54-84-950	17,546.14	.00	17,546.14
Grand Totals:	<u>325,314.29</u>	<u>325,314.29-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
Check Issue Dates: 11/1/2023 - 11/30/2023

Page: 21
Nov 27, 2023 10:31AM

GL Account	Debit	Credit	Proof
------------	-------	--------	-------

Report Criteria:

Report type: GL detail

Check.Type = {<->} "Adjustment"

M = Manual Check, V = Void Check

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
ALSCO, Inc								
350	ALSCO, Inc	LCAS1570993	11/15/2023	70.85	70.85	11/21/2023	11/21/2023	32069
Total ALSCO, Inc:				70.85	70.85			
AMBI Mail & Marketing, Inc								
140	AMBI Mail & Marketing, Inc	23-10-392	10/31/2023	34.31	34.31	11/21/2023	11/21/2023	32070
Total AMBI Mail & Marketing, Inc:				34.31	34.31			
Arcadis US, Inc								
8218	Arcadis US, Inc	34392499	10/05/2023	5,797.50	5,797.50	11/21/2023	11/21/2023	32071
8218	Arcadis US, Inc	34393397	10/09/2023	10,742.30	10,742.30	11/21/2023	11/21/2023	32071
Total Arcadis US, Inc:				16,539.80	16,539.80			
Atlas Office Products, Inc								
620	Atlas Office Products, Inc	87732-0	11/14/2023	1,711.60	1,711.60	11/21/2023	11/21/2023	32072
Total Atlas Office Products, Inc:				1,711.60	1,711.60			
Banner Health								
7120	Banner Health	1023 MILLS FI	10/31/2023	234.46	234.46	11/21/2023	11/21/2023	32073
Total Banner Health:				234.46	234.46			
Best Friends Animal Health Center								
7796	Best Friends Animal Health Cente	179389	11/07/2023	365.86	365.86	11/21/2023	11/21/2023	32074
Total Best Friends Animal Health Center:				365.86	365.86			
Big Horn Tire, Inc.								
7983	Big Horn Tire, Inc.	70150	10/12/2023	220.00	220.00	11/21/2023	11/21/2023	32075
Total Big Horn Tire, Inc.:				220.00	220.00			
Black Hills Energy								
7473	Black Hills Energy	11/06/23	11/06/2023	400.61	400.61	11/20/2023	11/20/2023	32065
7473	Black Hills Energy	11/06/23	11/06/2023	888.69	888.69	11/20/2023	11/20/2023	32065
7473	Black Hills Energy	11/06/23	11/06/2023	1,538.83	1,538.83	11/20/2023	11/20/2023	32065
Total Black Hills Energy:				2,828.13	2,828.13			
City of Casper								
1510	City of Casper	4598	09/30/2023	2,085.21	2,085.21	11/21/2023	11/21/2023	32076
1510	City of Casper	4683	11/09/2023	4,201.87	4,201.87	11/21/2023	11/21/2023	32076
1510	City of Casper	4713	10/31/2023	9,041.51	9,041.51	11/21/2023	11/21/2023	32076
1510	City of Casper	622607	11/08/2023	697.40	697.40	11/21/2023	11/21/2023	32076
1510	City of Casper	622638	11/09/2023	678.70	678.70	11/21/2023	11/21/2023	32076
1510	City of Casper	622662	11/13/2023	631.40	631.40	11/21/2023	11/21/2023	32076

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
1510	City of Casper	622698	11/13/2023	240.90	240.90	11/21/2023	11/21/2023	32076
1510	City of Casper	622723	11/14/2023	821.15	821.15	11/21/2023	11/21/2023	32076
1510	City of Casper	622757	11/15/2023	649.55	649.55	11/21/2023	11/21/2023	32076
1510	City of Casper	622783	11/16/2023	544.50	544.50	11/21/2023	11/21/2023	32076
1510	City of Casper	622814	11/17/2023	364.10	364.10	11/21/2023	11/21/2023	32076
Total City of Casper:				19,956.29	19,956.29			
Civil Engineering Professionals, Inc.								
8184	Civil Engineering Professionals, In	22-033-13	10/31/2023	3,005.00	3,005.00	11/21/2023	11/21/2023	32077
Total Civil Engineering Professionals, Inc.:				3,005.00	3,005.00			
Collins Communications, Inc								
7427	Collins Communications, Inc	647233	11/01/2023	275.00	275.00	11/21/2023	11/21/2023	32078
Total Collins Communications, Inc:				275.00	275.00			
Community First National Bank								
1660	Community First National Bank	11/03/23	11/03/2023	39,982.73	39,982.73	11/21/2023	11/21/2023	32079
Total Community First National Bank:				39,982.73	39,982.73			
Court Bonds								
7866	Court Bonds	21839 2	11/16/2023	110.00	110.00	11/20/2023	11/20/2023	1816
7866	Court Bonds	22014	11/09/2023	560.00	560.00	11/20/2023	11/20/2023	1816
Total Court Bonds:				670.00	670.00			
Elissa Sanders								
8204	Elissa Sanders	002474729	10/23/2023	158.00	158.00	11/21/2023	11/21/2023	32080
Total Elissa Sanders:				158.00	158.00			
Emergency Medical Physicians, PC								
8166	Emergency Medical Physicians, P	MILLS026	11/07/2023	375.00	375.00	11/21/2023	11/21/2023	32081
Total Emergency Medical Physicians, PC:				375.00	375.00			
Fastenal								
2490	Fastenal	WYCAS16893	11/14/2023	2.68	2.68	11/21/2023	11/21/2023	32082
Total Fastenal:				2.68	2.68			
Ferguson Waterworks #1116								
2540	Ferguson Waterworks #1116	1444458-1	10/31/2023	1,525.68	1,525.68	11/21/2023	11/21/2023	32083
Total Ferguson Waterworks #1116:				1,525.68	1,525.68			
Greiner Ford								
2890	Greiner Ford	603877	10/10/2023	180.00	180.00	11/21/2023	11/21/2023	32084
Total Greiner Ford:				180.00	180.00			
Hawkins Inc								
3040	Hawkins Inc	6625373	11/15/2023	50.00	50.00	11/21/2023	11/21/2023	32085
3040	Hawkins Inc	6629243	11/15/2023	3,956.07	3,956.07	11/21/2023	11/21/2023	32085

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Hawkins Inc:				4,006.07	4,006.07			
Homax								
3120	Homax	CL23983	10/31/2023	3,681.65	3,681.65	11/21/2023	11/21/2023	32086
3120	Homax	CL23983	10/31/2023	87.50	87.50	11/21/2023	11/21/2023	32086
3120	Homax	CL23984	10/31/2023	644.39	644.39	11/21/2023	11/21/2023	32086
3120	Homax	CL23987	10/31/2023	124.91	124.91	11/21/2023	11/21/2023	32086
3120	Homax	CL23990	10/31/2023	128.65	128.65	11/21/2023	11/21/2023	32086
Total Homax:				4,667.10	4,667.10			
Jerry Post Psy.D								
7962	Jerry Post Psy.D	10782 7/1/23-6	05/10/2023	1,500.00	1,500.00	11/20/2023	11/20/2023	32066
Total Jerry Post Psy.D:				1,500.00	1,500.00			
John Deere Financial								
3580	John Deere Financial	09/09/23	09/09/2023	2,898.72	2,898.72	11/21/2023	11/21/2023	32087
Total John Deere Financial:				2,898.72	2,898.72			
LexisNexis								
3920	LexisNexis	38907143	10/26/2023	243.31	243.31	11/21/2023	11/21/2023	32088
Total LexisNexis:				243.31	243.31			
NAPA Auto Parts								
4600	NAPA Auto Parts	043183	10/10/2023	9.32	9.32	11/21/2023	11/21/2023	32089
4600	NAPA Auto Parts	045531	10/16/2023	411.04	411.04	11/21/2023	11/21/2023	32089
4600	NAPA Auto Parts	046223	10/17/2023	29.71	29.71	11/21/2023	11/21/2023	32089
4600	NAPA Auto Parts	047216	10/19/2023	34.47	34.47	11/21/2023	11/21/2023	32089
4600	NAPA Auto Parts	053936	11/06/2023	30.32	30.32	11/21/2023	11/21/2023	32089
Total NAPA Auto Parts:				514.86	514.86			
Oil City Printers								
4860	Oil City Printers	23-11-054	11/14/2023	182.13	182.13	11/21/2023	11/21/2023	32090
Total Oil City Printers:				182.13	182.13			
Pipestone Equipment								
8122	Pipestone Equipment	14823	11/10/2023	2,059.00	2,059.00	11/21/2023	11/21/2023	32091
Total Pipestone Equipment:				2,059.00	2,059.00			
Progressive Microtechnology, Inc								
7621	Progressive Microtechnology, Inc	23-1136	11/10/2023	695.00	695.00	11/21/2023	11/21/2023	32092
Total Progressive Microtechnology, Inc:				695.00	695.00			
Rocky Mountain Power								
5560	Rocky Mountain Power	86913	10/31/2023	93.88	93.88	11/20/2023	11/20/2023	32067
5560	Rocky Mountain Power	86932	11/01/2023	14,860.96	14,860.96	11/20/2023	11/20/2023	32067
5560	Rocky Mountain Power	86932	11/01/2023	2,810.99	2,810.99	11/20/2023	11/20/2023	32067
5560	Rocky Mountain Power	86932	11/01/2023	8,874.15	8,874.15	11/20/2023	11/20/2023	32067

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Rocky Mountain Power:				26,639.98	26,639.98			
Schwartz, Bon, Walker & Studer, LLC								
7521	Schwartz, Bon, Walker & Studer,	11/01/23	11/01/2023	11,666.66	11,666.66	11/21/2023	11/21/2023	32093
7521	Schwartz, Bon, Walker & Studer,	1508	11/10/2023	880.00	880.00	11/21/2023	11/21/2023	32093
Total Schwartz, Bon, Walker & Studer, LLC:				12,546.66	12,546.66			
Shirt Space								
8306	Shirt Space	5912280	11/08/2023	50.16	50.16	11/21/2023	11/21/2023	32094
Total Shirt Space:				50.16	50.16			
Shirts & More, Inc								
5820	Shirts & More, Inc	43253	11/01/2023	130.50	130.50	11/21/2023	11/21/2023	32095
5820	Shirts & More, Inc	43275	11/15/2023	152.00	152.00	11/21/2023	11/21/2023	32095
Total Shirts & More, Inc:				282.50	282.50			
Sirchie Products								
5840	Sirchie Products	0615463-IN	10/19/2023	147.78	147.78	11/21/2023	11/21/2023	32096
5840	Sirchie Products	0618054-IN	11/02/2023	114.64	114.64	11/21/2023	11/21/2023	32096
Total Sirchie Products:				262.42	262.42			
Sutherlands								
6050	Sutherlands	022605	10/26/2023	210.39	210.39	11/21/2023	11/21/2023	32097
6050	Sutherlands	022784	10/31/2023	13.72	13.72	11/21/2023	11/21/2023	32097
Total Sutherlands:				224.11	224.11			
Thomas Prach								
8307	Thomas Prach	11/07/23	11/07/2023	550.00	550.00	11/21/2023	11/21/2023	32098
Total Thomas Prach:				550.00	550.00			
Trans Union Risk & Alternative								
7392	Trans Union Risk & Alternative	233312-20231	11/01/2023	75.00	75.00	11/21/2023	11/21/2023	32099
Total Trans Union Risk & Alternative:				75.00	75.00			
Tyler Houser								
7714	Tyler Houser	11/08/23	11/08/2023	43.13	43.13	11/21/2023	11/21/2023	32100
Total Tyler Houser:				43.13	43.13			
WLC Engineering Inc								
6920	WLC Engineering Inc	2023-10726	11/06/2023	3,373.50	3,373.50	11/21/2023	11/21/2023	32101
6920	WLC Engineering Inc	2023-10727	11/06/2023	1,522.00	1,522.00	11/21/2023	11/21/2023	32101
6920	WLC Engineering Inc	2023-10729	11/06/2023	3,153.75	3,153.75	11/21/2023	11/21/2023	32101
6920	WLC Engineering Inc	2023-10731	11/06/2023	5,220.00	5,220.00	11/21/2023	11/21/2023	32101
6920	WLC Engineering Inc	2023-10732	11/06/2023	56.00	56.00	11/21/2023	11/21/2023	32101
6920	WLC Engineering Inc	2023-10733	11/06/2023	366.00	366.00	11/21/2023	11/21/2023	32101
Total WLC Engineering Inc:				13,691.25	13,691.25			

CITY OF MILLS

Payment Approval Report - Mills WY
Report dates: 11/20/2023-11/21/2023

Page: 5
Nov 27, 2023 11:18AM

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Grand Totals:				159,266.79	159,266.79			

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: November 28, 2023

Payroll Type: Fire Payroll

Date Range: 11-9-2023 thru 11-20-2023

NET..... \$19,028.22

DEDUCTIONS.....\$5,229.84

Federal Taxes.....\$1,383.00

Medicare..... \$261.41

Retirement \$2,139.73

Union Dues..... \$220.00

Supplemental Insurance.....\$459.10

Insurance.....\$506.12

TOTAL PAYROLL.....\$13,798.38

City Clerk, Christine Trumbull

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: November 28, 2023

Payroll Type: Regular/Police Payroll

Date Range: 11-06-2023 thru 11-19-2023

NET..... \$109,644.51

DEDUCTIONS.....\$28,628.28

Federal Taxes.....\$9,170.00

Medicare..... \$1,529.44

Retirement \$6,182.28

Social Security.....\$6,265.03

Supplemental Retirement..... \$835.00

Supplemental Insurance.....\$2,275.72

Child Support..... 0

Insurance.....\$2,230.81

TOTAL PAYROLL.....\$81,016.23

City Clerk, Christine Trumbull

Mayor, Leah Juarez

ORDINANCE NO. 808

AN ORDINANCE AMENDING 5.04.180 TO BE 5.08.180

WHEREAS, The Mills City Code contains an Ordinance 5.04.180 which is entitled:

5.04.180 Revocations/suspension of license or permit, violations, penalties

and:

WHEREAS, Said provision is in the section of the City Code dealing with liquor licenses and is organized such that it is placed after 5.08.170, and

WHEREAS, Said codification reflects an error such that said section should be 5.08.180.

NOW THEREFORE, The City Council of the City of Mills hereby amend Title 5 of the Mills Code to amend 5.04.180 to be 5.08.180, such that it will now read:

5.08.180 Revocations/Suspension of license or permit, violations, penalties

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

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Christine Trumbull, City Clerk

ORDINANCE NO. 809

AN ORDINANCE AMENDING TITLE 2

WHEREAS, The City of Mills has contractual employees and non-contractual employees, all of whom are subject to the then current City of Mills handbook; and

WHEREAS, There are provisions that apply to the termination of employees by way of ordinance and in contracts which do not contain identical text; and a uniform procedure would be easier for the City to administer and the employees to operate under;

NOW THEREFORE, The City Council of the City of Mills hereby amends Title 2 of the Mills Code to amend so that Title 2.04.060 and 2.88.040 shall read as follows:

2.04.60 - Appointment of city officials.

a. The Mayor shall appoint a city administrator, city clerk, city treasurer, city judge, chief of police, fire chief, assistant fire chief, city engineer, city attorney, community development director, and fix their salaries or compensation. The Mayor shall also appoint members of the Planning and Zoning Committee, and all members of all other boards and committees created in code, who shall not be deemed to be employees of the City of Mills. The City Council shall vote to confirm or reject any said appointment, with a majority of the City Council being required in order to approve the appointment. Nothing shall preclude those appointed as engineers, judges and attorneys from being contractors, and not employees of the City of Mills.

b. Unless otherwise provided for, all appointments shall be for four (4) year terms.

c. The salary or compensation of any city official who is an employee of the city may be changed from year to year. The compensation of appointees to committees and boards, if allowed by law, if any, shall be fixed annually, based upon the city's fiscal year.

d. Appointed city officials may be discharged, and their employment terminated at any time at the discretion of the Mayor subject to the provisions of section h below.

e. Members of boards and committees may be discharged from their appointment at any time by the Mayor or the Mayor's designee. Such discharges shall be without recourse or appeal.

f. All other City positions shall be made by the Mayor or the Mayor's designee. Said positions may be terminated at any time at the discretion of the Mayor or his designee, subject to the provisions of section h below.

g. Department heads shall have presumptive authority under this section to act as the Mayor's designee to hire and fire, unless presented with a conflict regarding the same, or a specific instruction from the Mayor reserving to the Mayor this authority in any one particular instance.

h. All employees, whether a city official as referenced in section a above, or at will employee otherwise employed by the city, shall have a right to a hearing in any instance in which their termination is for wrongful conduct or incompetency, including but not limited to that conduct listed at Section 2.88.040. This provision shall not apply in instances of workforce reduction, or budget shortfalls or other reason for termination which fall outside of the category of wrongful conduct or incompetency. Where employees who are subject to collective bargaining agreements have a provision in those agreements which governs such a hearing, that agreement shall control where it is inconsistent with these provisions, provided however that such agreements shall be read to be consistent with these provisions where possible.

i. All rights to a hearing provided for in this section shall be conducted under the provisions of Section 2.88.040 of the Mills City Code.

2.88.040 – Right to a hearing upon termination.

a. Any employee of the City of Mills, including, but not limited to, appointees under Section 2.04.060(a) or hired under Section 2.04.060(f) who is terminated from their employment for incompetency, neglect of duty or otherwise for cause, shall have the charges against them be specified and the person removed shall be provided an opportunity for a hearing on the charges under procedures set forth under the Administrative Procedures Act, Wyo. Stat. 16-3-107 et seq, where applicable, including the right of appeal to the District Court. An employee may additionally invoke this provision where the employee asserts that the employee's termination was for incompetency, neglect of duty or otherwise for cause even though not so stated, or where the employee asserts that the termination was otherwise made for an improper reason recognized by law or statute.

b. In all such hearings the City Council of the City of Mills, Wyoming, shall act as the hearing panel, except where two or more members shall be conflicted and recused, except as otherwise set forth below, in which case the parties shall agree to the appointment City of Mills Department heads in their place or panel members otherwise stipulated to by the parties.

c. It is further provided for such hearings that:

i. The city may elect to appoint a hearing officer, but is not obligated to do so, to preside over the hearing.

ii. In the event that a council member may not serve due to a conflict and the parties are unable to agree to department heads to take their place within seven days of a hearing being requested, the Mayor, or if the Mayor is conflicted, the City Administrator shall

appoint Department Heads to serve on the panel. Such appointments shall not be subject to objection.

d. In all such instances in which a right to a hearing has been afforded to an employee appointed under Section 2.04.060 by way of a separate contract with said employee, any objections to a council member must be made at the time of objecting to termination and a hearing being requested, provided however that such objections may not have the effect of depriving the ability of the Council to obtain at least four (4) members in deliberations. Should such a challenge be made, the Council and employee may stipulate to a Department Head to serve in a challenged council member’s place and waive any defenses based upon the same in writing or stipulate to an alternative procedure. Should the parties not be able to stipulate as set forth above, all challenged members shall remain on the panel and the conflicts be deemed waived.

e. All hearing afforded by contract as referenced in section d above shall be as close to hearings otherwise afforded under this section as practicably possible.

f. Nothing in the provisions set forth above shall preclude the parties in any such hearing to stipulating to an alternative procedure provided, however, that any such stipulation shall be regarded as waiving any alternative form of hearing.

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

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Christine Trumbull, City Clerk

ORDINANCE NO. 807

AN ORDINANCE PROVIDING FOR CERTAIN FINES FOR VIOLATIONS BY LIQUOR LICENSE HOLDERS

WHEREAS, The Governing Body of the City of Mills desires to have an effective means of enforcing its provisions concerning liquor licenses; and

WHEREAS, Providing for the safety and welfare of the residents of Mills and those who visit Mills is an important consideration of the Governing Body; and

WHEREAS, Providing for the safety of emergency responders is likewise a responsibility of the Governing Body,

NOW THEREFORE, The City Council of the City of Mills hereby amend Title 5 of the Mills Code to amend Chapter 5.08 of the Mills City Code to add the following Section 5.08.190.

5.08.190 – Disorderly Establishments, Over-serving and intoxicated agents.

In addition to those provisions set forth above, the City of Mills, in keeping with its desire to keep the peace and provide for the welfare of residents and visitors to the City of Mills, provides the following concerning liquor license holders who serve alcohol at their establishments:

a. It shall be unlawful for an establishment to be habitually disorderly. A habitually disorderly premises shall be defined as an establishment which is routinely is associated with fighting, including but not limited to patrons or employees routinely engaging in armed and unarmed assaults, prostitution, illegal gambling, public intoxication, and other illegal activities. Habitual, for purposes of this ordinance, shall be defined as requiring the response by law enforcement and emergency services more than four times per month over a three-month period.

b. It shall additionally be unlawful for an establishment to allow the conduct referenced in section a above, but to ignore or discourage the calling of emergency services or law enforcement when reasonably required.

c. It shall be unlawful for any employee or agent of a licensed establishment, other than stated herein, to be present on the licensed premises while intoxicated and while acting in any capacity, or purporting to act, as an agent of the licensee or permit holder; an employee or agent for purposes of this section shall not mean or include: a proprietor, a general partnership's partners, a corporation's president, a limited liability company's member(s) or a limited general partner.

d. All employees and agents of any business operating with a city-issued liquor license, who are engaged in the selling (including door person, ID checkers, and bouncers) or serving of alcoholic or malt beverages or the managing thereof, hereinafter "alcohol server staff," shall successfully complete an alcohol server training program as approved by Wyoming Statutes

Section 12-2-402, within ninety days of the start of their employment. All alcohol server staff shall complete any additional or further training to maintain their server training certification. Every license holder shall maintain a server training record for all alcohol server staff, including their date of hire, and proof that each has successfully completed the alcohol server training required by this section, and any additional or further training to maintain their server training certification. The city shall furnish an appropriate server training record log to maintain the records required in this section. In addition, every license holder shall keep their server training records available for review by police officials, at any time when the premises is open for business, to ensure compliance with the server training requirements of this section.

e. Violations of this section are subject to a graduated fine schedule, based on a calendar year. For the first violation, a fine of up to one hundred fifty dollars shall be imposed; for violation two a fine of up to two hundred dollars shall be imposed; for violation three a fine of up to two hundred fifty dollars shall be imposed. All violations thereafter in that same calendar year shall result in a fine of two hundred fifty dollars. All violations after the first two in each calendar year shall require a representative of the licensee/permittee to appear at a regular meeting of the city council. After the third violation in a calendar year (the fourth violation and each one thereafter) shall result in a seven-day suspension of the license/permit in question; the suspension may be imposed in either the calendar year of the violations and depending upon the timing of the violations (some may not get to court or be decided during the year of violation) in the subsequent calendar year. No more than one violation per licensee/permittee may be issued per inspection and not more than one failed inspection can be conducted per week per licensee/permittee.

5.08.200 - Licensure considerations and administrative fees.

Violations of the Mills Municipal Code and/or Wyoming State Statutes may also be factors in the consideration of suspensions, revocations, nonrenewals or conditional renewals of licenses and permits.

In recognition of the fact that license holders who repeatedly violate the provisions of this code create an undue burden of the city in administering liquor licenses, in addition to any other penalties or remedies, licensees shall be subject to administrative fees of one thousand dollars for the third violation of this chapter within any consecutive twenty-four-month period, and five thousand dollars for a fourth or subsequent violation within a consecutive twenty-four-month period. Any violation relating to the license holder or licensed premises shall apply to this subsection, regardless of whether separate individual employees or agents of the licensee committed the individual violations. The violations need not be of the same section or subsection of this chapter to be counted in this total.

A notice to pay said fee shall be issued by the city clerk to the licensee upon notification by the court of licensee's convictions for the relevant offenses. The time frame for accumulation of the violations shall be the date of violations, not the dates of conviction. If such fee is not paid, or an appeal hearing before council requested in writing to the city clerk and accompanied by a bond in the amount of the fee at issue within ten days of the notice being given by the clerk, the

license shall be suspended until such time as the fee is paid to the city clerk. If an appeal hearing is requested, it shall be in council's sole discretion, after hearing all the relevant facts in the matter, whether to suspend part or all of the fee. The hearing shall not be a contested case hearing, and the Wyoming Administrative Procedure Act shall not apply to such hearing.

PASSED on 1st reading the 14th day of November, 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



November 22, 2023

Patrick Holscher
Schwartz, Bon, Walker & Studer, LLC
141 South Center Street, Suite 500
Casper, WY 82601
pat@schwartzbon.com

Dear Mr. Holscher,

I am not available to attend the 2nd reading of the proposed liquor ordinances at the Mills City Council Meeting on November 28, 2023. I request that this letter be sent to the city council members and be made part of the record during any public comment on the proposed ordinances.

Wyoming Downs has concerns regarding the proposed City Ordinance 5.08.200. The proposed ordinance states, “[v]iolations of the Mills Municipal Code and/or Wyoming State Statutes may also be factors in the consideration of suspensions, revocations, nonrenewals or conditional renewals of licenses and permits.” The proposed ordinance is very vague as to what actions on behalf of the liquor license holder will cause the City to issue a fine. The Wyoming Statutes include 42 Titles and are extremely voluminous. We request that the city reconsider this language to be more specific as to what actions by a liquor license holder could result in fines.

Additionally, the ordinance further states, “[i]n recognition of the fact that license holders who repeatedly violate the provisions of this code create an undue burden on the city in administering liquor licenses. In addition to any other penalties or remedies licensees shall be subject to administrative fees of one thousand dollars for the third violation of this chapter within any consecutive twenty-four-month period, and five thousand dollars for a fourth or subsequent violation within a consecutive twenty-four-month period.” Wyoming Downs encourages the council review the language of this section. This section calls the monetary payment by the liquor license holder an “administrative fee,” but in reality, this is an additional fine for repeat violations.

Finally, the last paragraph of the proposed ordinance discusses the notice and appeal for the “fee.” Wyoming Downs requests that the council strongly reconsider the language stating that the appeal hearing is “at the council’s sole discretion” to allow for proper due process.

Wyoming Downs does not object to the proposed resolution 5.08.190 as this ordinance clearly sets the standard for how the liquor license holder must act to comply with the laws. We encourage the City of Mills to modify proposed Ordinance 5.08.200. Please feel free to contact me with any questions.

Sincerely,



Traci L. Lacock
Wyoming Downs, General Counsel