

**REGULAR CITY COUNCIL
MEETING**

December 12, 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

AWARDS AND RECOGNITIONS

1. Swear in Jacob Contreras: Fire Department

CONSENT AGENDA

Minutes

2. Council Meeting Minutes 11-28-2023

City Licenses

3. New and Renewal Business and Contractors Licenses 12-12-2023

Financial Approvals

4. Court Report Oct 2023
5. Financial Break Down Report 12-12-2023
6. Treasurer Reports November 2023
7. Fire Payroll: 11-21-2023 TO 12-02-2023
8. Regular/Police Payroll: 11-20-2023 TO 12-3-2023

ORDINANCES AND RESOLUTIONS

9. **Resolution 2023-45:** A Resolution Readopting, Ratifying and Approving Adoption of City of Casper Standards for Subdivision Layout, Street Construction, Water and Sewer System Construction and Storm Sewer Construction
10. **Resolution 2023-46:** A Resolution Setting Fees for Fingerprinting
11. **Ordinance 807: THIRD AND FINAL READING:** An Ordinance Providing for Certain Fine for Violations by Liquor License Holders
12. **Ordinance 808: THIRD AND FINAL:** An Ordinance Amending 5.04.180 to be 5.08.180

13. Ordinance 809: THIRD AND FINAL READING: An Ordinance Amending Title 2

COUNCIL APPROVALS

OPEN DISCUSSION

EXECUTIVE SESSION

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - January 9th, 2024 @ 7:00pm/ January 23rd, 2024 @ 7:00 pm

NEXT WORK SESSION - January 8th, 2024 @ 9:00am/ January 9th, 2024 @ 6:00pm

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

**REGULAR CITY COUNCIL
MEETING
November 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

MINUTES

CALL TO ORDER

Mayor opened the Council Meeting 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 11-14-2023

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.

City Licenses

- 2. New and Renewal Business and Contractors Licenses 11-28-2023

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.

Financial Approvals

- 3. Financial Breakdown Reports 11-28-2023

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.

4. Fire Payroll: 11-9-2023 to 11-20-2023

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.

5. Regular/Police Payroll: 11-6-2023 to 11-19-2023

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.

ORDINANCES AND RESOLUTIONS

6. Ordinance 808: Second Reading: An Ordinance Amending 5.04.180 to be 5.08.180

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

7. Ordinance 809: Second Reading: An Ordinance Amending Title 2

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

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

Mayor asked if there is any discussion on this topic.

Kendra Chorniak: 1888 Shumway in Casper

Kendra Chorniak who is the owner of Mountain View Discount Liquors addressed the Council. She stated that this ordinance is very vague in nature. She stated that the way the ordinance is written is that her employees and she cannot drink or they will get fined and may lose their license. The City Attorney stated that proprietor are excluded from this. He read the section that stated it. She stated that somethings are being stated in one sentence and then something different in another. I do not understand this. The Mayor stated if I have to explain what intoxication is then we have different problem. Tips certification is very important she stated. Kendra stated that sometimes people have a problem with someone and the owner did not know, the person who wanted to fight was planning on that anyway. How can we stop that? She stated that she knows for a fact that the people who went to the Beacon come from other place that they were drinking and they did not have a drink at the Beacon.

But the incident happened at the Beacon. She also stated that the police can come look through her books anytime, and if they are not up to date you can get a fine as well. She was also concerned with if she calls they will get fined and she sees a problem with and people will not call when they really need to. The Mayor stated that you need to call and just to let you know that your place is different because you also have package liquor. Kendra said it does not stated that in this ordinance. The City should follow the state statues on this. The City's is to vague. The City Attorney stated that in section D, it states all your concerns very well. If anything it is over specific. The Mayor stated that if all employees are tips trained they will be able to address if anyone is drunk or should not be served anymore. Kendra stated that she understands the concerns with the Beacon, and she does not have these issues at her place. But anything can happen. Basically you want to make someone else be responsible for someone else's act. We cannot control how people act. The Mayor stated that we have not had any issues with your place. Kendra stated correct because I will not allow it.

Abriel VanVakenburg: 4460 Mountain View Drive

Abriel who is also the manager of Mountain View Drive stated that her employees and herself are tips trained. I have only had to call the police because of theft. Not any drinking issues. But she does not see a problem with her employees drinking to get intoxicated if they have a sober driver. People go out to get intoxicated all the time. I don't think that should be our judgement to say. She gave an example of a guy who came in the bar the other night and he was not drunk. But he ordered a shot of whiskey and a beer and slammed them both. Then he fell off the chair. His friend picked him up and took him out. He was wasted and I did not know that. So what this ordinance is saying is that this would come back on me? He has come back into my facility twice. Both times he was drunk. I had know idea and I am tips trained. Councilwomen McCarthy stated that they will only get fined if they do not call the emergency services, right? The City Attorney stated that is right. . Abby stated that if I would of called the fire department across the street they would have been gone before they got here. The guy was not hurt. Councilman Neumiller stated that this is only the second reading and we will look through this ordinance again and make sure that all your concerns will be addressed.

Traci Lacock, The Wyoming Downs Attorney, wrote a letter that she wanted for the public record as her objection to this ordinance. She stated that the ordinance is very vague on actions as it pertains to fines. She wishes the City to reconsider the language to more specific on what results to a fine. There was another section where the language needs to be changed. It pertains to when license holders who repeatedly violate the provisions of the code will create an administrative fee fine. It is listed as an administrative fee but in reality this is an additional fine for repeat violations. Another concern she addressed in the ordinance was that the proposed ordinance discusses the notice and appeal for the fee. Wyoming Downs wishes the council to reconsider the language stating the appeal hearing is at the council's sole discretion to allow for proper due process.

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

COUNCIL APPROVALS

None

OPEN DISCUSSION

None

EXECUTIVE SESSION

None

ADJOURNMENT

Mayor asked for a motion to adjourn the Council Meeting at 7:21pm.

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

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - 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.

Mayor, Leah Juarez

City Clerk, Christine Trumbull

Council Meeting DECEMBER 12, 2023

2023

Item # 3.

NEW BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	Swagger Sneaker & Styles	Yes	NA
2	Top Dog Training Solutions LLC	Yes	

RENEWAL BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	Coleman Lane Park, LLC	NA	NA
2	Dan's Auto Electric	Yes	NA
3	Harkins Properties	NA	NA
4	Plantstalion - Once Again	Yes	NA
5	Soda Springs Drinks, LLC	Yes	NA
6	Stabil Drill Specialties	Yes	NA
7	Swi, LLC	NA	NA
8	Western Radiator	Yes	NA
9			
10			
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20			
21			
22			
23			

COURT INCOME REPORT

Item # 4.

October 2023

	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	10/2-10/6	\$9,939.00		\$3,358.00					\$13,297.00
Court Report			\$1,160.00						-\$1,160.00
								Difference	\$14,457.00
Sales Activity	10/9-10/13	\$5,137.00		\$1,150.00					\$6,287.00
Court Report			\$4,220.00						-\$4,220.00
								Difference	\$10,507.00
Sales Activity	10/16-10/20	\$8,111.00		\$1,790.00					\$9,901.00
Court Report			\$1,390.00						-\$1,390.00
								Difference	\$11,291.00
Sales Activity	10/23-10/27	\$6,358.00		\$1,800.00					\$8,158.00
Court Report			\$1,370.00						-\$1,370.00
								Difference	\$9,528.00
Sales Activity	10/30-10/31	\$4,248.00							\$4,248.00
Court Report									\$0.00
								Difference	\$4,248.00

Sales Activity Month Total	\$41,891.00
Proceedings Report Month Total	-\$8,140.00
Difference	\$50,031.00
Court Proceedings Check	\$41,891.00

Division of Victim Services Checks

Completed by: Alyssa Hautman
City Treasurer

Approved by: Kristi Stewart
Court Clerk

Attested by: [Signature]
City Clerk



CITY OF MILLS

EST. 1921

BILLS

Meeting Date: December 12th, 2023

Bills

ACH.....	\$0
VOUCHERS.....	\$143,700.69
MANUAL CHECKS CITY HALL.....	\$95,723.69
MANUAL CHECKS COURT.....	\$1670.00
TRANSMITTAL CHECKS.....	\$32,981.66
VOIDED CHECKS.....	\$0



CITY OF MILLS

EST. 1921

CHECK LIST FOR

December 12th, 2023

COUNCIL MEETING

City Hall/Court

11-29-2023	32102-32110	Manuals
12-4-2023	32111-32112	Manuals
12-4-2023	32113-32116	Transmittals
12-5-2023	32117-32119	Transmittals
12-6-2023	32120-32122	Payroll
12-12-2023	32123-32168	Vouchers
	COURT	
11-29-2023	1817-1821	Manuals

COUNCIL:

MAYOR: _____

CITY CLERK: _____



CITY OF MILLS

EST. 1921

MANUAL CHECKS

COURT

December 12th, 2023

COUNCIL MEETING

11-29-2023	1817	Aaron Miracle`	Bond Refund	\$680.00
11-29-2023	1818	Christopher Carlen	Bond Refund	\$270.00
11-29-2023	1819	Jody Costalez	Bond Refund	\$280.00
11-29-2023	1820	Justice O'Neal	Bond Refund	\$220.00
11-29-2023	1821	Patricia Lewallen	Bond Refund	\$220.00

TOTAL: \$1670.00



CITY OF MILLS

EST. 1921

Transmittal Checks

December 12th, 2023

Council Meeting

12-04-2023	32114	American Funds	\$250.00
12-04-2023	32115	Orchard Trust/Great Western Trust	\$725.00
12-04-20023	32116	State of Wyoming Retirement-Reg	\$19,146.75
12-5-2023	32117	Pathfinder FCU	\$220.00
12-5-2023	32118	State of Wyoming Retirement Fire	\$11,768.07
12-5-2023	32119	State of Wyoming Retirement –Fire	\$871.84

TOTAL: \$32,981.66

Report Criteria:
Detail report.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
All Trees LLC								
8303	All Trees LLC	13424	Remove Tree @ First Street Park	11/13/2023	4,950.00	4,950.00	12/12/2023	
Total All Trees LLC:					4,950.00	4,950.00		
ALSCO, Inc								
350	ALSCO, Inc	LCAS1561638	Rugs and Mat at City Hall	09/27/2023	70.87	70.87	12/12/2023	
350	ALSCO, Inc	LCAS1562773	Rugs & Mats for Police	09/27/2023	148.92	148.92	12/12/2023	
350	ALSCO, Inc	LCAS1567317	Mats & Coveralls for shop	10/25/2023	107.12	107.12	12/12/2023	
350	ALSCO, Inc	LCAS1568500	Coveralls & mats	11/01/2023	34.80	34.80	12/12/2023	
350	ALSCO, Inc	LCAS1569673	Mats & Coveralls for shop	11/08/2023	107.12	107.12	12/12/2023	
350	ALSCO, Inc	LCAS1570855	Mats & Coveralls	11/15/2023	34.80	34.80	12/12/2023	
350	ALSCO, Inc	LCAS1571974	Mats & Coveralls for shop	11/22/2023	107.12	107.12	12/12/2023	
350	ALSCO, Inc	LCAS1572100	Rugs & Mats for Police	11/22/2023	162.11	162.11	12/12/2023	
Total ALSCO, Inc:					772.86	772.86		
Andreen Hunt, Inc								
450	Andreen Hunt, Inc	4803	Robertson Hills Park retainage -	10/12/2023	21,255.18	21,255.18	12/12/2023	
450	Andreen Hunt, Inc	4804	Robertson Hills Park retainage - E	10/12/2023	5,100.00	5,100.00	12/12/2023	
Total Andreen Hunt, Inc:					26,355.18	26,355.18		
ATEC								
8162	ATEC	00010364	Gearbox & Spinner (Snow plows)	09/29/2023	1,296.55	1,296.55	12/12/2023	
8162	ATEC	00010740	Spin-on Filter Assy	11/16/2023	109.75	109.75	12/12/2023	
8162	ATEC	00010793	Gripper Assembly Front & Rear	11/21/2023	1,196.38	1,196.38	12/12/2023	
Total ATEC:					2,602.68	2,602.68		
Atlas Office Products, Inc								
620	Atlas Office Products, Inc	87887-0	Folders	11/21/2023	419.95	419.95	12/12/2023	
Total Atlas Office Products, Inc:					419.95	419.95		
Big Horn Tire, Inc.								
7983	Big Horn Tire, Inc.	04-71120	Checked replaced 4 sensors on tir	11/17/2023	207.76	207.76	12/12/2023	
7983	Big Horn Tire, Inc.	04-71267	Set of Tires for U-9 Pickup	11/27/2023	552.48	552.48	12/12/2023	
7983	Big Horn Tire, Inc.	70310	Re-Cap tire	10/18/2023	3,275.56	3,275.56	12/12/2023	
Total Big Horn Tire, Inc.:					4,035.80	4,035.80		
Bound Tree Medical								
840	Bound Tree Medical	85170621	Medcal Supplies	11/29/2023	207.39	207.39	12/12/2023	
840	Bound Tree Medical	85172301	Medcal Supplies	11/30/2023	315.40	315.40	12/12/2023	
Total Bound Tree Medical:					522.79	522.79		
Casper Star Tribune Inc								
1270	Casper Star Tribune Inc	37708	Renewal	11/26/2023	134.20	134.20	12/12/2023	
Total Casper Star Tribune Inc:					134.20	134.20		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
City of Casper								
1510	City of Casper	22205	11/27/23 201 Sewer RWWS	11/27/2023	25,771.39	25,771.39	12/12/2023	
1510	City of Casper	4554	Balefill Passes for September 202	10/02/2023	4,460.00	4,460.00	12/12/2023	
1510	City of Casper	4714	Dispatch fees for October 2023	10/31/2023	1,528.97	1,528.97	12/12/2023	
1510	City of Casper	622842	Balefill	11/20/2023	593.45	593.45	12/12/2023	
1510	City of Casper	622883	Balefill	11/21/2023	821.15	821.15	12/12/2023	
1510	City of Casper	622908	Balefill	11/22/2023	626.45	626.45	12/12/2023	
1510	City of Casper	622934	Balefill	11/27/2023	647.35	647.35	12/12/2023	
1510	City of Casper	622957	Balefill	11/27/2023	153.45	153.45	12/12/2023	
1510	City of Casper	622962	Balefill	11/27/2023	326.15	326.15	12/12/2023	
1510	City of Casper	622972	Balefill	11/28/2023	901.45	901.45	12/12/2023	
1510	City of Casper	622990	Balefill	11/29/2023	603.35	603.35	12/12/2023	
1510	City of Casper	623016	Balefill	11/30/2023	553.30	553.30	12/12/2023	
1510	City of Casper	623037	Balefill	12/01/2023	373.45	373.45	12/12/2023	
1510	City of Casper	623093	Balefill	12/05/2023	732.60	732.60	12/12/2023	
Total City of Casper:					38,092.51	38,092.51		
CMI-Teco Inc								
1560	CMI-Teco Inc	59818	Pump	11/08/2023	45.48	45.48	12/12/2023	
Total CMI-Teco Inc:					45.48	45.48		
Collins Communications, Inc								
7427	Collins Communications, Inc	635733	IT Customer Care Contract	07/01/2023	279.81	279.81	12/12/2023	
7427	Collins Communications, Inc	649947	IT Customer Care Contract	12/01/2023	275.00	275.00	12/12/2023	
Total Collins Communications, Inc:					554.81	554.81		
Computer Professionals Unlimited								
7450	Computer Professionals Unlimited	INV125245	SOPHOS Firewall Subscription	12/01/2023	2,389.00	2,389.00	12/12/2023	
7450	Computer Professionals Unlimited	INV125246	Email Archiving License	11/30/2023	1,356.00	1,356.00	12/12/2023	
Total Computer Professionals Unlimited:					3,745.00	3,745.00		
CPS Distributors Inc								
1770	CPS Distributors Inc	0013380978-0	Sprinkler Box (Senior center)	11/08/2023	49.99	49.99	12/12/2023	
Total CPS Distributors Inc:					49.99	49.99		
Decker Auto Glass								
2010	Decker Auto Glass	IDT018276	replace windshield in unit #9 Truc	11/16/2023	719.76	719.76	12/12/2023	
Total Decker Auto Glass:					719.76	719.76		
Department of Workforce Services								
2080	Department of Workforce Services	M11/23	Worker Compensation for Novem	12/01/2023	4,672.94	4,672.94	12/12/2023	
Total Department of Workforce Services:					4,672.94	4,672.94		
Elissa Sanders								
8204	Elissa Sanders	11/13/23	PALS Skills Session	11/13/2023	100.00	100.00	12/12/2023	
Total Elissa Sanders:					100.00	100.00		
Energy Laboratories Inc								
2370	Energy Laboratories Inc	593990	4 Bac T Samples - distribution	11/10/2023	132.00	132.00	12/12/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2370	Energy Laboratories Inc	596065	Disinfection byproduct testing - dis	11/21/2023	684.00	684.00	12/12/2023	
Total Energy Laboratories Inc:					816.00	816.00		
Ferguson Enterprises LLC #3007								
8276	Ferguson Enterprises LLC #3007	2057520	Toilet Seat for boys room	11/16/2023	27.59	27.59	12/12/2023	
Total Ferguson Enterprises LLC #3007:					27.59	27.59		
Floyd's Truck Center WY								
3410	Floyd's Truck Center WY	X302063954:0	Valve Assy, parking brake	11/02/2023	190.08	190.08	12/12/2023	
3410	Floyd's Truck Center WY	X302063968:0	Reservoir Assy	11/02/2023	376.74	376.74	12/12/2023	
Total Floyd's Truck Center WY:					566.82	566.82		
Galls								
8144	Galls	25102628-1	Structured cotton hat - Contreras	11/06/2023	21.43	21.43	12/12/2023	
8144	Galls	25161101-1	EMS Pants - Cotten	11/15/2023	85.68	85.68	12/12/2023	
Total Galls:					107.11	107.11		
Geotec Industrial Supply								
7729	Geotec Industrial Supply	43445	Manhole Spacers	11/14/2023	288.00	288.00	12/12/2023	
Total Geotec Industrial Supply:					288.00	288.00		
Grainger, Inc								
2840	Grainger, Inc	9858642607	Filter Vents and washers	10/03/2023	44.73	44.73	12/12/2023	
2840	Grainger, Inc	9889875713	Power cord for new meter	11/14/2023	15.67	15.67	12/12/2023	
2840	Grainger, Inc	9904641504	Muffler for filter #1 vibrator	11/01/2023	57.55	57.55	12/12/2023	
Total Grainger, Inc:					117.95	117.95		
Homax								
3120	Homax	CL23991	Fuel Charges for P/W Streets	10/31/2023	584.81	584.81	12/12/2023	
3120	Homax	CL23993	Fuel Charges for PW/Water	10/31/2023	342.76	342.76	12/12/2023	
3120	Homax	CL23995	Fuel Charges for Parks	10/31/2023	385.55	385.55	12/12/2023	
3120	Homax	CL23996	Fuel Charges for P/W Sanitation	10/31/2023	2,559.65	2,559.65	12/12/2023	
3120	Homax	CL23997	Fuel Charges for P/W Shop	10/31/2023	261.77	261.77	12/12/2023	
3120	Homax	CL32992	Fuel Charges for P/W Sewer	10/31/2023	186.07	186.07	12/12/2023	
Total Homax:					4,320.61	4,320.61		
Imperial Pump Solutions								
8104	Imperial Pump Solutions	1458	Install 15hp Soft Starter to pumo (11/02/2023	3,710.00	3,710.00	12/12/2023	
8104	Imperial Pump Solutions	1467	Pump Service	11/27/2023	115.00	115.00	12/12/2023	
Total Imperial Pump Solutions:					3,825.00	3,825.00		
LexisNexis								
3920	LexisNexis	39112993	Wy Court Rules 2023 Supplement	11/06/2023	96.43	96.43	12/12/2023	
Total LexisNexis:					96.43	96.43		
Menards								
4250	Menards	76800	Paint, screws, and metal sheeting	11/14/2023	204.61	204.61	12/12/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Menards:					204.61	204.61		
NAPA Auto Parts								
4600	NAPA Auto Parts	052026	Headlight switch and oil	10/31/2023	181.97	181.97	12/12/2023	
4600	NAPA Auto Parts	053935	Light bulbs Unit #20	11/06/2023	63.98	63.98	12/12/2023	
4600	NAPA Auto Parts	054755	Tape, ties, and glue	11/07/2023	28.97	28.97	12/12/2023	
4600	NAPA Auto Parts	055089	Tubing and hose	11/08/2023	15.19	15.19	12/12/2023	
4600	NAPA Auto Parts	057465	Gas strut for MS 48's side door	11/14/2023	34.99	34.99	12/12/2023	
4600	NAPA Auto Parts	058315	Oil Dry	11/16/2023	91.00	91.00	12/12/2023	
4600	NAPA Auto Parts	060475	Drill bit	11/22/2023	13.98	13.98	12/12/2023	
4600	NAPA Auto Parts	060619	valve stem for E9	11/22/2023	7.02	7.02	12/12/2023	
4600	NAPA Auto Parts	061504	Wiper blades for ambulances	11/27/2023	89.56	89.56	12/12/2023	
4600	NAPA Auto Parts	063013	Flashlights for ambulances	11/30/2023	239.96	239.96	12/12/2023	
Total NAPA Auto Parts:					766.62	766.62		
Natrona County Sheriffs Office								
4660	Natrona County Sheriffs Office	4953	House Inmates for October 23	11/28/2023	18,218.61	18,218.61	12/12/2023	
Total Natrona County Sheriffs Office:					18,218.61	18,218.61		
Norco, Inc								
4760	Norco, Inc	73644455-00	Urinal Screens	11/17/2023	20.58	20.58	12/12/2023	
4760	Norco, Inc	73644455-00	Large Medical Gloves	11/17/2023	32.54	32.54	12/12/2023	
4760	Norco, Inc	73658177-00	Bomber jacket for Mia Reynolds	11/20/2023	34.40	34.40	12/12/2023	
Total Norco, Inc:					87.52	87.52		
Northwest Contractor Supply								
8038	Northwest Contractor Supply	1585645	Green pin flags	11/07/2023	19.28	19.28	12/12/2023	
Total Northwest Contractor Supply:					19.28	19.28		
Novus Glass								
8199	Novus Glass	7656215	Replace Broken Glass Mack Garb	11/14/2023	600.00	600.00	12/12/2023	
Total Novus Glass:					600.00	600.00		
One Call of Wyoming								
4880	One Call of Wyoming	69139	51 Tickets for October 23	11/06/2023	38.25	38.25	12/12/2023	
Total One Call of Wyoming:					38.25	38.25		
Peden's Inc.								
5010	Peden's Inc.	10025	Plaque engravings	11/21/2023	72.00	72.00	12/12/2023	
Total Peden's Inc.:					72.00	72.00		
Peterbilt of Wyoming Inc								
5060	Peterbilt of Wyoming Inc	CR63423	New electrical harness Unit 24	11/09/2023	3,316.86	3,316.86	12/12/2023	
Total Peterbilt of Wyoming Inc:					3,316.86	3,316.86		
Quadient, Inc								
7985	Quadient, Inc	60588556	Postage Rental	12/03/2023	264.69	264.69	12/12/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Quadient, Inc:					264.69	264.69		
R & R Rest Stops of Casper Inc								
5320	R & R Rest Stops of Casper Inc	64242	Maintain & pickup out houses	10/25/2023	704.89	704.89	12/12/2023	
Total R & R Rest Stops of Casper Inc:					704.89	704.89		
Rocky Mountain Drug Testing								
7495	Rocky Mountain Drug Testing	6230	New Hire Drug Testing	12/05/2023	235.00	235.00	12/12/2023	
7495	Rocky Mountain Drug Testing	6230	Random Drug Testing	12/05/2023	90.00	90.00	12/12/2023	
Total Rocky Mountain Drug Testing:					325.00	325.00		
Rocky Mountain Electric								
8096	Rocky Mountain Electric	8479	Rpl motor starter on Wells 6&9	11/09/2023	618.98	618.98	12/12/2023	
Total Rocky Mountain Electric:					618.98	618.98		
Rocky Mountain Industrial Supply								
7849	Rocky Mountain Industrial Supply	3006007	Rags & Gloves	11/01/2023	107.08	107.08	12/12/2023	
Total Rocky Mountain Industrial Supply:					107.08	107.08		
Safety - Kleen Systems								
8188	Safety - Kleen Systems	92823459	Service and dispose of slovent	10/23/2023	507.34	507.34	12/12/2023	
Total Safety - Kleen Systems:					507.34	507.34		
Schwartz, Bon, Walker & Studer, LLC								
7521	Schwartz, Bon, Walker & Studer,	12/01/23	Services performed by Patrick Hol	12/01/2023	11,666.66	11,666.66	12/12/2023	
Total Schwartz, Bon, Walker & Studer, LLC:					11,666.66	11,666.66		
Sirchie Products								
5840	Sirchie Products	0620196-IN	Test 15-Methamphetamine, 10 sw	11/15/2023	51.20	51.20	12/12/2023	
Total Sirchie Products:					51.20	51.20		
Sundahl, Powers, Kapp & Martin, LLC								
8140	Sundahl, Powers, Kapp & Martin,	15732	Attorneys Fees	11/28/2023	7,174.00	7,174.00	12/12/2023	
Total Sundahl, Powers, Kapp & Martin, LLC:					7,174.00	7,174.00		
Sutherlands								
6050	Sutherlands	022524	Credit for Pipe Grip	10/24/2023	34.32-	34.32-	12/12/2023	
6050	Sutherlands	022831	Parade supplies	11/01/2023	52.12	52.12	12/12/2023	
6050	Sutherlands	022901	2"x4" stud	11/02/2023	25.08	25.08	12/12/2023	
6050	Sutherlands	023053	Quikrete	11/08/2023	82.87	82.87	12/12/2023	
6050	Sutherlands	023280	Parade supplies	11/15/2023	13.98	13.98	12/12/2023	
6050	Sutherlands	023386	Parade supplies	11/17/2023	38.98	38.98	12/12/2023	
6050	Sutherlands	023387	Screws	11/17/2023	29.99	29.99	12/12/2023	
6050	Sutherlands	023519	Paint Supplies	11/22/2023	41.94	41.94	12/12/2023	
Total Sutherlands:					250.64	250.64		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
TWEnterprises Inc								
6440	TWEnterprises Inc	68053	Load bank testing (Vanhorn Lift st	11/24/2023	629.00	629.00	12/12/2023	
Total TWEnterprises Inc:					629.00	629.00		
Virtual Academy								
8017	Virtual Academy	VA11452	Virtual Academy Training Full Cat	11/14/2023	138.00	138.00	12/12/2023	
Total Virtual Academy:					138.00	138.00		
Grand Totals:					143,700.69	143,700.69		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.
Paid and unpaid invoices included.

CITY OF MILLS

Check Register - Audit Report
Check Issue Dates: 11/29/2023 - 12/11/2023

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Report Criteria:
Report type: GL detail
Check.Type = (<->) "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
1817						
11/29/2023	1817	Aaron Miracle	680.00	Bond Refund for Andrew Lemore	10-26150	680.00
Total 1817:						680.00
1818						
11/29/2023	1818	Christopher Carlen	270.00	Bond Refund for Tommie Christ	10-26150	270.00
Total 1818:						270.00
1819						
11/29/2023	1819	Jody Costalez	280.00	Bond Refund for Benjamin Costalez	10-26150	280.00
Total 1819:						280.00
1820						
11/29/2023	1820	Justice O'Neal	220.00	Bond Refund for Guy Soliz	10-26150	220.00
Total 1820:						220.00
1821						
11/29/2023	1821	Patricia Lewallen	220.00	Bond Refund for Benjamin Costalez	10-26150	220.00
Total 1821:						220.00
32094						
12/07/2023	32094	Shirt Space	50.16-	Snapback caps	10-54-855	50.16- V
Total 32094:						50.16-
32102						
11/29/2023	32102	Buffalo Development	2,200.00	Recapture Payment for Lots 25, 26	50-46-876	2,200.00
Total 32102:						2,200.00

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/29/2023 - 12/11/2023

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Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
32103						
11/29/2023	32103	Charter Communications	552.54	Charter Control Account	10-44-982	552.54
11/29/2023	32103	Charter Communications	97.98	Internet at the Small Hall	10-44-982	97.98
Total 32103:						650.52
32104						
11/29/2023	32104	HUB International	56,197.69	Medical Premiums	10-23700	56,197.69
11/29/2023	32104	HUB International	2,368.20	Dental	10-23700	2,368.20
11/29/2023	32104	HUB International	509.82	Vision Premiums	10-23700	509.82
11/29/2023	32104	HUB International	189.00	Life	10-23700	189.00
11/29/2023	32104	HUB International	638.51	Aflac	10-23700	638.51
11/29/2023	32104	HUB International	54.36	Assurity	10-23700	54.36
11/29/2023	32104	HUB International	660.14	Washington National	10-23700	660.14
11/29/2023	32104	HUB International	5,913.00	HSA	10-23700	5,913.00
11/29/2023	32104	HUB International	204.63	Voi Life	10-23700	204.63
11/29/2023	32104	HUB International	442.00	Admin Fees	10-23700	442.00
Total 32104:						67,177.35
32105						
11/29/2023	32105	Marlee Marrow	40.39	Water Deposit Refund for Marlee Marrow	51-26150	40.39
Total 32105:						40.39
32106						
11/29/2023	32106	Megan Pfrimmer	629.99	Apple iPhone 13	10-54-310	629.99
Total 32106:						629.99
32107						
11/29/2023	32107	River Heights Development LLC	10,833.33	Quarterly Payment	50-46-950	10,833.33
Total 32107:						10,833.33
32108						
11/29/2023	32108	Rocky Mountain Power	638.84	240 S Chamberlin Rd Electricity	10-44-941	638.84

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/29/2023 - 12/11/2023

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32108:						638.84
32109						
11/29/2023	32109	Toni Cordova	19.29	Water Deposit Refund for Bruce Turner	51-26150	19.29
Total 32109:						19.29
32110						
11/29/2023	32110	Verizon	1,640.26	City Cell Phones	10-46-850	1,640.26
Total 32110:						1,640.26
32111						
12/04/2023	32111	Andreen Hunt, Inc	4,913.72	Robertson Hills Park Pay App 4	12-45-100	4,913.72
12/04/2023	32111	Andreen Hunt, Inc	5,130.00	Robertson Hills Park Pay App 3 ELECTRICAL	12-45-100	5,130.00
Total 32111:						10,043.72
32112						
12/04/2023	32112	Buffalo Development	1,100.00	Recapture Payment - Lot 31	50-46-876	1,100.00
Total 32112:						1,100.00
32113						
12/04/2023	32113	Division Victims Service	100.00	Crime Prevention 23-0691 Ways	10-26150	100.00
12/04/2023	32113	Division Victims Service	100.00	Crime Prevention 23-0731 Miller	10-26150	100.00
12/04/2023	32113	Division Victims Service	100.00	Crime Prevention 23-0757 Caputo	10-26150	100.00
12/04/2023	32113	Division Victims Service	100.00	Crime Prevention 23-0701 Robb	10-26150	100.00
12/04/2023	32113	Division Victims Service	100.00	Crime Prevention 23-0719 Licuris	10-26150	100.00
12/04/2023	32113	Division Victims Service	100.00	Crime Prevention 23-1118 Buckallew	10-26150	100.00
12/04/2023	32113	Division Victims Service	100.00	Crime Prevention 23-0883 Elrod	10-26150	100.00
12/04/2023	32113	Division Victims Service	50.00	Crime Prevention 23-1164 Weinrick	10-26150	50.00
Total 32113:						750.00
32153						
12/07/2023	32153	Novus Glass	600.00-	Replace Broken Glass Mack Garbage Truck	54-84-950	600.00- V

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
 Check Issue Dates: 11/29/2023 - 12/11/2023

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Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 32153:						600.00-
32169						
12/08/2023	32169	Stuart Bittleston	270.83	Refund on Services not used for Stuart Bittleston	51-26150	270.83 M
Total 32169:						270.83
32170						
12/08/2023	32170	Ellen Nicholes	55.23	Water Deposit Refund for Ellen Nicholes	51-26150	55.23 M
Total 32170:						55.23
Grand Totals:						97,069.59

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-21100	50.16	73,156.96-	73,106.80-
10-23700	67,177.35	.00	67,177.35
10-26150	2,420.00	.00	2,420.00
10-44-941	638.84	.00	638.84
10-44-982	650.52	.00	650.52
10-46-850	1,640.26	.00	1,640.26
10-54-310	629.99	.00	629.99
10-54-855	.00	50.16-	50.16-
12-21100	.00	10,043.72-	10,043.72-
12-45-100	10,043.72	.00	10,043.72
50-21100	.00	14,133.33-	14,133.33-
50-46-876	3,300.00	.00	3,300.00
50-46-950	10,833.33	.00	10,833.33
51-21100	.00	385.74-	385.74-
51-26150	385.74	.00	385.74
54-21100	600.00	.00	600.00
54-84-950	.00	600.00-	600.00-

M = Manual Check, V = Void Check

CITY OF MILLS

Check Register - Audit Report
Check Issue Dates: 11/29/2023 - 12/11/2023

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GL Account	Debit	Credit	Proof
Grand Totals:	98,369.91	98,369.91-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:
Report type: GL detail
Check.Type = (<-) "Adjustment"

M = Manual Check, V = Void Check



November 2023 Account Balances

Operations Account	\$494,085.18
Water Deposit	\$122,690.98
Municipal Court	\$116,978.42
Court Bond	\$15,203.44
Police	\$22,041.05
Jonah Steel Eagle	\$500.01
WFIG Water Reserve	\$31.31
WGIF Sewer Reserve	\$31.25
WGIF Sanitation Reserve	\$31.31
WGIF General Fund Reserve	\$31.85
WGIF Reserve	\$31.23
WGIF Sewer Tap Reserve	\$31.42
WGIF Police Reserve	\$0.02
WGIF FD Trust Fund	\$0.02
WGIF Radio Read Fund	\$22,357.83
WGIF Buffalo Meadows Asset Account	\$31.50
WGIF Buffalo Meadows Debt Reserve	\$0.01
Wyo Class General Fund Reserve	\$121,144.54
Wyo Class Police Reserve	\$8,769.76
Wyo Class Cooley Trust Reserve	\$9,286.68
Wyo Class Parks Reserve	\$713.55
Wyo Class Sanitation Reserve	\$114,508.83
Wyo Class Sewer Reserve	\$83,040.91
Wyo Class Sewer Tap Reserve	\$111,033.77
Wyo Class Water Reserve	\$103,957.62
Wyo Class Buffalo Meadows Asset Acct	\$143,667.17
Wyo Class Buffalo Meadows Debt	\$16,109.74
Totals	\$1,506,290.11
Equity Line of Credit Balance - \$488,261.66	

City Treasurer, Alyssa Hartmann

Mayor, Leah Juarez

Account	Beginning Balance	Deposits	Interest / Distributions	Disbursements	Ending Balance	Interest Earned FYTD
WGIF Water 7198 (99-10230)	\$31.17		\$0.14		\$31.31	\$0.55
Transfer 5% of billing						
WGIF Sewer 7199 (99-10240)	\$31.11		\$0.14		\$31.25	\$0.55
Transfer 7% of billing						
WGIF Sanitation 7200 (99-10250)	\$31.17		\$0.14		\$31.31	\$0.55
Transfer 10% of billing						
WGIF Reserve 7197 (99-10260)	\$31.09		\$0.14		\$31.23	\$0.55
WGIF General Fund 7207 (99-10270)	\$31.71		\$0.14		\$31.85	\$0.56
WGIF Police Fund (99-10310)	\$0.02		\$0.00		\$0.02	\$0.00
WGIF DWSRF #146 Radio Read (99-10300)	\$22,260.46		\$97.37		\$22,357.83	\$391.76
WGIF Fire Dept Trust Fund (99-10290)	\$0.02		\$0.00		\$0.02	\$0.00
WGIF Sewer Tap Fund (99-10320)	\$31.28		\$0.14		\$31.42	\$0.56
WGIF Buffalo Meadows Debt Reserve	\$0.01		\$0.00		\$0.01	\$0.00
Cannot touch this account						
WGIF Buffalo Meadows Asset Account	\$31.36		\$0.14		\$31.50	\$0.56
Wyo Class General Fund	\$120,608.39		\$536.15		\$121,144.54	\$1,602.52
Wyo Class Police Reserve	\$8,730.96		\$38.80		\$8,769.76	\$155.69
Wyo Class Cooley Trust Reserve	\$9,245.59		\$41.09		\$9,267.39	\$164.97
Wyo Class Parks Reserve	\$710.34		\$3.21		\$713.55	\$12.55
Wyo Class Sanitation Reserve	\$114,002.07		\$506.76		\$114,508.83	\$2,033.47
Wyo Class Sewer Reserve	\$82,673.38		\$367.53		\$83,040.91	\$1,474.64
Wyo Class Sewer Tap Reserve	\$110,542.38		\$491.39		\$111,033.77	\$1,971.78
Wyo Class Water Reserve	\$103,497.54		\$460.08		\$103,957.62	\$1,846.10
Wyo Class Buffalo Meadows Asset Account	\$101,286.69	\$41,930.22	\$450.26		\$143,667.17	\$898.34

RESERVES REPAY ACCOUNT DETAIL	
Account	Repay Balance
Wyo Class Gen Fund Reserve	\$121,144.54
Wyo Class Water Reserve	\$103,957.62
Wyo Class Sewer Reserve	\$83,040.91
Wyo Class Sanitation Reserve	\$114,508.83
Total Repay Balance	\$422,651.90

TOTAL ACCOUNTS DETAIL	
Account	Balance
Investments Accounts Total	\$734,791.03
FIB Sweep Account	\$500.01
City Accounts	\$770,999.07
Total Accounts Balance	\$1,506,290.11

November

INVESTMENT ACCOUNTS

Item # 6.

Wyo Class Buffalo Meadows Debt Reserve	\$13,667.58	\$2,381.40	\$60.76		\$16,109.74	\$152.04
Cannot touch this account						
Totals	\$687,444.32	\$44,311.62	\$3,054.38	\$0.00	\$734,791.03	\$10,707.74

City Accounts					
Account	Ending Balance	Interest	Account	Ending Balance	Interest
Jonah Operations Account	\$494,085.18		Jonah Water Deposit Account	\$122,690.98	
Jonah Police Account	\$22,041.05		Jonah Municipal Account	\$116,978.42	
Jonah Court Bond Account	\$15,203.44				



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: December 12, 2023

Payroll Type: Fire Payroll

Date Range: 11-21-2023 thru 12-02-2023

NET..... \$24,165.18

DEDUCTIONS.....\$6,534.38

Federal Taxes.....\$2,020.00

Medicare..... \$335.91

Retirement \$2,717.37

Union Dues..... \$220.00

Supplemental Insurance.....\$566.41

Insurance.....\$673.33

TOTAL PAYROLL.....\$17,630.80

City Clerk, Christine Trumbull

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: December 12, 2023

Payroll Type: Regular/Police Payroll

Date Range: 11-20-2023 thru 12-03-2023

NET..... \$121,671.74

DEDUCTIONS.....\$30,728.67

Federal Taxes.....\$10,437.00

Medicare..... \$1,699.90

Retirement \$6,139.78

Social Security.....\$6,943.96

Supplemental Retirement..... \$975.00

Supplemental Insurance.....\$1,855.78

Child Support..... 0

Insurance.....\$2,677.25

TOTAL PAYROLL.....\$90,943.07

City Clerk, Christine Trumbull

Mayor, Leah Juarez

RESOLUTION NO. 2023-45

A RESOLUTION READOPTING, RATIFYING AND APPROVING ADOPTION OF CITY OF CASPER STANDARDS FOR SUBDIVISION LAYOUT, STREET CONSTRUCTION, WATER AND SEWER SYSTEM CONSTRUCTION AND STORM SEWER CONSTRUCTION

WHEREAS, Section 17.18.020(i) of the City Code of the City of Mills, Wyoming, provides:

17.18.020(i) Adoption of design standards. The town shall adopt and enforce standards for subdivision layout, street construction, water and sewer system construction and storm sewer construction, as deemed necessary to promote health, welfare and orderly growth of the town. (Ord. 274 §2 (part), 1979)

and;

WHEREAS, The legislative history for Section 17.18.020 provides that it dates back to 1979; and

WHEREAS, The administrative subdivisions of the City of Mills have consistently applied the subdivision layout, street construction, water and sewer system construction and storm sewer construction standard of the City of Casper since at least 1979; and

WHEREAS, The use and application of the City of Casper’s subdivision layout, street construction, water and sewer system construction and storm sewer construction standards has been with the knowledge of and approval of the Governing Body of the City of Mills; and

WHEREAS, The use and application of the City of Casper’s subdivision layout, street construction, water and sewer system construction and storm sewer construction standards has been at the direction of the Governing Body or through the adoption by administrative subdivisions of the City of Mills through the proper delegation of that authority to the same.

NOW, THEREFORE, The Governing Body of the City of Mills, Wyoming hereby readopts, ratifies and approves the use and application of the City of Casper’s subdivision layout, street construction, water and sewer system construction and storm sewer construction standards for the City of Mills.

PASSED, APPROVED AND ADOPTED THIS _____ day of _____, 2023.

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cherie Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

CityClerk

CERTIFICATE

I, Christine Trumbull, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on December 12, and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the record of the City of Mills.

Christine Trumbull
City Clerk

RESOLUTION NO. 2023-46

A RESOLUTION SETTING FEES FOR FINGERPRINTING

WHEREAS, The City of Mills Police Department is called upon from time to time by members of the public for fingerprinting; and

WHEREAS, Certain expenses are associated with fingerprinting, including staff time and finger print cards; and

WHEREAS, The fee for fingerprinting has not been revised for some time.

WHEREAS, The amount of \$15.00 per fingerprint set has been determined to be a fair charge.

NOW, THEREFORE, The Governing Body of the City of Mills, Wyoming hereby sets the fingerprinting fee at the amount of \$15.00 per set, with that fee to remain in effect until replaced, amended or repealed by the Governing Body of the City of Mills, Wyoming.

PASSED, APPROVED AND ADOPTED THIS _____ day of _____, 2023.

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cherie Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

City Clerk

CERTIFICATE

I, Christine Trumbull, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on December 12, 2023, and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the record of the City of Mills.

Christine Trumbull
City Clerk

ORDINANCE NO. ____

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 during their working hours, or agent of a licensed establishment while engaged in services for the 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

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