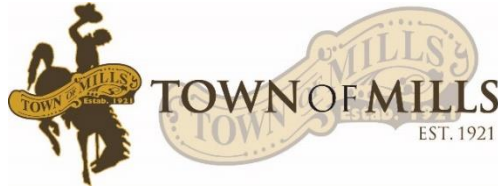


**REGULAR TOWN
COUNCIL MEETING
April 13, 2021
7:00 PM
Town Hall**



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

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

SWEAR IN OF LISA SHUPE CITY TREASURER

CONSENT AGENDA

Minutes

- [1.](#) Council Meeting Minutes 3-23-2021
- [2.](#) Executive Meeting Minutes for a Legal Issue on 3-23-2021

Town Licenses

- [3.](#) Business and Contractor Licenses: New and Renewal 4-13-2021

Financial Approvals

- [4.](#) Fire Payroll 3-12-2021 to 3-23-2021
- [5.](#) Fire Payroll 3-24-2021 to 4-4-2021
- [6.](#) Regular/Police Payroll 3-15-2021 to 3-28-2021
- [7.](#) Financial Break Down

ORDINANCES AND RESOLUTIONS

- [8.](#) **Ordinance 758: THIRD AND FINAL READING: Title 1:** General Provisions
- [9.](#) **Ordinance 759: Second Reading :** Title 13: Public Services
- [10.](#) **Ordinance 760 THIRD AND FINAL READING: Title 10:** Vehicles and Traffic
- [11.](#) **Ordinance 762: THIRD AND FINAL READING: Title 12:** Streets, Sidewalks and Public Spaces
- [12.](#) **Resolution 2021-12:** A RESOLUTION FOR APPROVAL OF A SITE PLAN FOR A PROPOSED 4,000 SQ. FT. STORAGE BUILDING ON LOT 22 (PARCEL A), CENTER WEST INDUSTRIAL PARK, CITY OF MILLS, NATRONA COUNTY, WY

- 13. Resolution 2021-13:** A Resolution to Sell City History Books For An Approved Amount Set By The Governing Body of The City of Mills

COUNCIL APPROVALS

- 14. Council Authorizes the Mayor to Approve the Bid for the Crack Ceiling in the Amount of \$56,000
- 15. Council Authorizes the Mayor to Patriciate in Lemonade Day and Sponsor This Event with Town Square in the Amount of \$500.00

OPEN DISCUSSION

EXECUTIVE SESSION

- 16. Legal Issue
- 17. Legal Issue
- 18. Personnel Issue
- 19. Legal Issue
- 20. Legal Issue

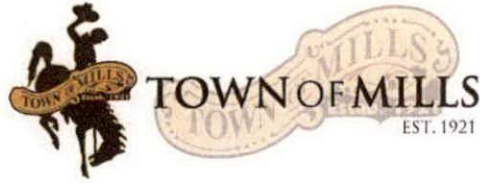
ADJOURNMENT

NEXT MEETING - April 27th, 2021 @ 7:00pm/ May 11th, 2021 @ 7:00pm/ May 25th, 2021 @ 7:00pm

NEXT WORK SESSION - April 27th, 2021 @ 6:00pm/ May 10th, 2021 @ 9:00am/ May 11th, 2021 @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 Town Hall at 307-234-6679 within 48 hours prior to the meeting in order to request such assistance.

**REGULAR TOWN
COUNCIL MEETING**
March 23, 2021
7:00 PM
Town Hall



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

MINUTES

CALL TO ORDER

Mayor opened the meeting at 7:00pm.

ROLL CALL

PRESENT

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

PLEDGE OF ALLEGIANCE

Pledge was said

CONSENT AGENDA

Minutes

1. Council Meeting 3-9-2021

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

2. Executive Meeting Minutes 3-9-2021: Real-Estate Issue

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

Town Licenses

3. Business and Contractor Licenses: New & Renewal

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

Financial Approvals

4. Financial Reports 3-23-2021

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

5. Fire Payroll

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

6. Regular/Police Payroll

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

ORDINANCES AND RESOLUTIONS

7. Ordinance 752; THIRD AND FINAL READING: An Ordinance Repealing the Existing Title 2 On Administration and Personnel in its Entirety and Replacing It With A New Title 2 On Administration and Personnel: (Tabled 1-12-2021)

Mayor asked for a motion to take Ordinance 752 off the table.

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

Mayor asked for a motion to pass Ordinance 752: Title 2 for Third and Final Reading.

Motion made by Council Member McCarthy, Seconded by Council President Ives.
Voting Yea: Mayor Coleman, Council President Ives, Council Member McCarthy, Council Member
Neumiller. Voting no is Council Member Hollander

8. Ordinance 755: THIRD AND FINAL READING: An Ordinance to ReZone Tract D, Buffalo Addition from Developing Business, Tracts A-C Buffalo Addition from Established Residential and Lot 4 Sage Addition from Established Industrial all to Mixed Size Residential

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

9. Ordinance 757: THIRD AND FINAL READING: An Ordinance Granting a Franchise to Qwest Corporation; DBA Century Link

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

10. Ordinance 758: Second Reading: Title 1: General Provisions

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

11. Ordinance 759: First Reading Public Services

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

12. Ordinance 760: Second Reading: Title 10: Vehicles and Traffic

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

13. Ordinance 762: Second Reading: Title 12: Streets, Sidewalks and Public Spaces

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

14. Resolution 2021-8: A Resolution for The Buffalo Meadows Addition, A Vacation and Replat of the Buffalo Meadows Addition and Sage Addition

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

15. Resolution 2021-9: A Resolution for the Wyoming Steel & Recycling Addition, A Vacation & Replat of a Portion of Tract 2, Black Hills Addition and A Subdivision of a Portion of Lot 1, Section 7

16. Resolution 2021-10: A Resolution Concerning 720 Fifth Street Mills, Wyoming

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

COUNCIL APPROVALS

17. Council Authorizes The Mayor to Sign The Authorizing Resolution for A Grant Under Section 53, The Fixing America's Surface Transportation (FAST)

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

OPEN DISCUSSION

None

EXECUTIVE SESSION

18. Legal Matter

Mayor asked for a Motion to go into Executive Session at 7:09pm for a Legal Matter

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

Back from Executive Session at 7:32pm. No Action Taken

ADJOURNMENT

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

Meeting adjourn at 7:32pm.

NEXT MEETING - April 13th, 2021 @ 7:00pm/ April 27th, 2021 @ 7:00pm

NEXT WORK SESSION - April 12th, 2021 @ 9:00am/ April 13th, 2021 @ 6:00pm/ April 27th, 2021 @ 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 Town Hall at 307-234-6679 within 48 hours prior to the meeting in order to request such assistance.

Mayor, Seth Coleman

Town Clerk, Christine Trumbull

Council Meeting APRIL 13, 2021

Item # 3.

NEW BUSINESS LICENSES

BUSINESS NAME	FIRE INSPECTION	INSURANCE
----------------------	------------------------	------------------

1		
2		

RENEWAL BUSINESS LICENSES

BUSINESS NAME	FIRE INSPECTION	INSURANCE
----------------------	------------------------	------------------

1	A & V Endevers	N/A	Yes
2	Black Hills Bentonite	3/25/2021	Yes
3	Chalmers Street Truck & Auto	4/5/2021	Yes
4	Fleetpride	1/20/2021	Yes
5	Intermountain Home Companions	N/A	Yes
6	Jerald Walsh	N/A	Yes
7	R & B Properties	N/A	N/A
8	Sullivan Trucking	3/24/2021	Yes

9			
10			
11			
12			
13			
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15			
16			
17			
18			
19			
20			
22			
22			
23			
24			



PAYROLL

Meeting Date: April 13th, 2021

Payroll Type: Fire Payroll

Date Range: 3-12-2021 to 3-23-2021

NET..... \$10,170.22

DEDUCTIONS.....\$

Federal Taxes.....\$1069.00

Medicare..... \$191.82

Retirement \$1477.20

Union Dues..... \$192.50

Supplemental Insurance.....\$144.38

Insurance.....\$1171.63

TOTAL PAYROLL.....\$14,418.75

Town Clerk, Christine Trumbull

Mayor, Seth Coleman



PAYROLL

Meeting Date: April 13th, 2021

Payroll Type: Fire Payroll

Date Range: 3-24-2021 to 4-4-2021

NET..... \$10,919.97

DEDUCTIONS.....\$4,449.75

Federal Taxes.....\$1159.00

Medicare..... \$205.61

Retirement \$1574.63

Union Dues..... \$192.50

Supplemental Insurance.....\$144.38

Insurance.....\$1171.63

TOTAL PAYROLL.....\$15,369.72

Town Clerk, Christine Trumbull

Mayor, Seth Coleman



PAYROLL

Meeting Date: April 13th, 2021

Payroll Type: Regular/Police Payroll

Date Range: 3-15-2021 to 3-28-2021

NET..... \$72,904.78

DEDUCTIONS.....\$28,260.33

Federal Taxes.....\$7665.00

Medicare..... \$1406.51

Retirement \$8118.71

Social Security.....\$6013.87

Supplemental Retirement..... \$860.00

Supplemental Insurance.....\$515.22

Child Support..... 0

Insurance.....\$3615.14

TOTAL PAYROLL.....\$101,165.11

Town Clerk, Christine Trumbull

Mayor, Seth Coleman



TOWN OF MILLS

EST. 1921

BILLS

Meeting Date: April 23rd, 2021

Bills

PETTY CASH.....	\$0.00
VOUCHERS.....	\$158,665.97
MANUAL CHECKS TOWN HALL.....	\$324,112.19
MANUAL CHECKS COURT.....	\$320.00
VOIDED CHECKS.....	\$1494.12



TOWN OF MILLS

EST. 1921

CHECK LIST FOR

April 13th, 2021

COUNCIL MEETING

Town Hall/Court

3-23-2021	27250-27254	Manual
3-24-2021	27255-27256	Transmittals
3-25-2021	27257-27259	Manual
03-30-2021	27260-27263	Transmittals
3-30-2021	27264-27268	Payroll
3-31-2021	27269	Transmittals
3-31-2021	27270-27271	Manuals
4-6-2021	27272-27273	Transmittals
4-6-2021	27274-27284	Manuals
4-9-2021	27285	Manual
4-9-2021	27286-27341	Vouchers
	Court	
3-25-2021	1618	Manual

COUNCIL:

MAYOR: _____

TOWN CLERK: _____



TOWN OF MILLS

EST. 1921

MANUAL CHECKS

Town Hall

April 13th, 2021

COUNCIL MEETING

3-23-2021	27250	Casper Area Transportation Coalition	Reimburse for CATC Bus	\$119,376.00
3-23-2021	27251	Rocky Mountain Power	Utility Bill	\$1494.12
3-23-2021	27252	Big Sky Fireworks	Fire Works 100 th	\$4500.00
3-23-2021	27253	Legend Records	Music for 100 th	\$3500.00
3-24-3021	27254	Shirts and More	100 th Shirts	\$2280.00
3-25-2021	27257	Rocky Mountain Power	Utilities	\$1257.51
3-25-2021	27258	Cathy Holman	DJ for 100 th	\$650.00
3-31-2021	27259	Kelly Daily	Water Deposit Refund	\$200.00
3-30-2021	27264	ECS Engineering	Buffalo Meadows Engineering	\$70,252.24
3-30-2021	27265	Terry Good	Stipend	\$250.00
3-30-2021	27266	Unemployment Tax	Tax for Unemployment	\$5203.90
3-31-2021	27270	ECS Engineering	Buffalo Meadows	\$22,235.00
3-31-2021	27271	Wyoming Financial Insurance	Insurance	\$57,355.77



TOWN OF MILLS

EST. 1921

Voided Checks

April 23rd, 2021

Council Meeting

4-9-2021	27251	27285	Rocky Mountain Power	Wrong Vendor	\$1494.12
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TOTAL: \$1494.12

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
AC Electrical Service								
7982	AC Electrical Service	1305	03/24/2021	175.43	175.43	04/12/2021	04/12/2021	27286
7982	AC Electrical Service	1345	03/31/2021	77.20	77.20	04/12/2021	04/12/2021	27286
Total AC Electrical Service:				252.63	252.63			
All Out Fire, Inc								
310	All Out Fire, Inc	25587	03/17/2021	80.00	80.00	04/12/2021	04/12/2021	27287
310	All Out Fire, Inc	25593	04/05/2021	120.00	120.00	04/12/2021	04/12/2021	27287
Total All Out Fire, Inc:				200.00	200.00			
ALSCO, Inc								
350	ALSCO, Inc	LCAS1400378	03/17/2021	132.61	132.61	04/12/2021	04/12/2021	27288
Total ALSCO, Inc:				132.61	132.61			
Amazon Capital Services, Inc								
7825	Amazon Capital Services, Inc	113-1888128-8	03/09/2021	684.98	684.98	04/12/2021	04/12/2021	27289
Total Amazon Capital Services, Inc:				684.98	684.98			
AMBI Mail & Marketing, Inc								
140	AMBI Mail & Marketing, Inc	21-03-192	03/18/2021	15.44	15.44	04/12/2021	04/12/2021	27290
Total AMBI Mail & Marketing, Inc:				15.44	15.44			
Ameri-Tech Equipment Company								
430	Ameri-Tech Equipment Company	00003032	01/18/2021	1,452.00	1,452.00	04/12/2021	04/12/2021	27291
Total Ameri-Tech Equipment Company:				1,452.00	1,452.00			
Atlas Office Products, Inc								
620	Atlas Office Products, Inc	66544-0	03/29/2021	386.27	386.27	04/12/2021	04/12/2021	27292
Total Atlas Office Products, Inc:				386.27	386.27			
B & B Rubber Stamp								
650	B & B Rubber Stamp	122135	03/30/2021	59.90	59.90	04/12/2021	04/12/2021	27293
Total B & B Rubber Stamp:				59.90	59.90			
Caselle, Inc								
1160	Caselle, Inc	108574	04/01/2021	1,054.00	1,054.00	04/12/2021	04/12/2021	27294
1160	Caselle, Inc	108574	04/01/2021	1,054.00	1,054.00	04/12/2021	04/12/2021	27294
Total Caselle, Inc:				2,108.00	2,108.00			
Casper Tire, Inc								
1280	Casper Tire, Inc	166301	03/30/2021	940.00	940.00	04/12/2021	04/12/2021	27295

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Casper Tire, Inc:				940.00	940.00			
City of Casper								
1510	City of Casper	1513	04/05/2021	7,874.10	7,874.10	04/12/2021	04/12/2021	27296
1510	City of Casper	22209	03/25/2021	20,018.62	20,018.62	04/12/2021	04/12/2021	27296
1510	City of Casper	604116	03/16/2021	543.25	543.25	04/12/2021	04/12/2021	27296
1510	City of Casper	604132	03/18/2021	499.26	499.26	04/12/2021	04/12/2021	27296
1510	City of Casper	604141	03/19/2021	514.10	514.10	04/12/2021	04/12/2021	27296
1510	City of Casper	604157	03/22/2021	628.05	628.05	04/12/2021	04/12/2021	27296
1510	City of Casper	604179	03/24/2021	1,133.67	1,133.67	04/12/2021	04/12/2021	27296
1510	City of Casper	604194	03/24/2021	594.66	594.66	04/12/2021	04/12/2021	27296
1510	City of Casper	604219	03/25/2021	696.42	696.42	04/12/2021	04/12/2021	27296
1510	City of Casper	604238	03/26/2021	370.47	370.47	04/12/2021	04/12/2021	27296
1510	City of Casper	604258	03/31/2021	492.90	492.90	04/12/2021	04/12/2021	27296
1510	City of Casper	604281	03/31/2021	842.17	842.17	04/12/2021	04/12/2021	27296
1510	City of Casper	604304	03/31/2021	534.77	534.77	04/12/2021	04/12/2021	27296
1510	City of Casper	604331	04/01/2021	462.69	462.69	04/12/2021	04/12/2021	27296
1510	City of Casper	604356	04/02/2021	533.71	533.71	04/12/2021	04/12/2021	27296
1510	City of Casper	604380	04/05/2021	143.10	143.10	04/12/2021	04/12/2021	27296
1510	City of Casper	604414	04/06/2021	1,040.92	1,040.92	04/12/2021	04/12/2021	27296
Total City of Casper:				36,922.86	36,922.86			
CLS, Inc								
8037	CLS, Inc	240869	04/02/2021	71.25	71.25	04/12/2021	04/12/2021	27297
Total CLS, Inc:				71.25	71.25			
Collins Communications, Inc								
7427	Collins Communications, Inc	558684	04/01/2021	275.00	275.00	04/12/2021	04/12/2021	27298
Total Collins Communications, Inc:				275.00	275.00			
Computer Professionals Unlimited								
7450	Computer Professionals Unlimited	INV118033	03/18/2021	5,023.00	5,023.00	04/12/2021	04/12/2021	27299
7450	Computer Professionals Unlimited	INV118042	03/17/2021	299.85	299.85	04/12/2021	04/12/2021	27299
Total Computer Professionals Unlimited:				5,322.85	5,322.85			
Dana Kepner Company Inc								
1910	Dana Kepner Company Inc	2232321	03/03/2021	859.50	859.50	04/12/2021	04/12/2021	27300
Total Dana Kepner Company Inc:				859.50	859.50			
Decker Auto Glass								
2010	Decker Auto Glass	019266028	03/29/2021	369.78	369.78	04/12/2021	04/12/2021	27301
Total Decker Auto Glass:				369.78	369.78			
Elliott Equipment Company								
2300	Elliott Equipment Company	161064	03/24/2021	1,117.43	1,117.43	04/12/2021	04/12/2021	27302
Total Elliott Equipment Company:				1,117.43	1,117.43			
Emergency Medical Direction & Consulting								
7973	Emergency Medical Direction & C	15	04/05/2021	375.00	375.00	04/12/2021	04/12/2021	27303

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Emergency Medical Direction & Consulting:				375.00	375.00			
Energy Laboratories Inc								
2370	Energy Laboratories Inc	380040	03/11/2021	44.00	44.00	04/12/2021	04/12/2021	27304
2370	Energy Laboratories Inc	382744	03/26/2021	44.00	44.00	04/12/2021	04/12/2021	27304
Total Energy Laboratories Inc:				88.00	88.00			
Fastenal								
2490	Fastenal	WYCAS15429	03/01/2021	9.00	9.00	04/12/2021	04/12/2021	27305
Total Fastenal:				9.00	9.00			
Ferguson Enterprises LLC								
2530	Ferguson Enterprises LLC	9163341	03/27/2021	12.53	12.53	04/12/2021	04/12/2021	27306
Total Ferguson Enterprises LLC:				12.53	12.53			
Grainger, Inc								
2840	Grainger, Inc	9824179874	03/03/2021	253.20	253.20	04/12/2021	04/12/2021	27307
Total Grainger, Inc:				253.20	253.20			
Hand & Hand								
2980	Hand & Hand	022021	02/26/2021	1,061.40	1,061.40	04/12/2021	04/12/2021	27308
Total Hand & Hand:				1,061.40	1,061.40			
Hensley Battery LLC								
3090	Hensley Battery LLC	420164	03/29/2021	114.28	114.28	04/12/2021	04/12/2021	27309
Total Hensley Battery LLC:				114.28	114.28			
Homax								
3120	Homax	0540029	02/26/2021	526.60	526.60	04/12/2021	04/12/2021	27310
3120	Homax	0542039	03/19/2021	280.33	280.33	04/12/2021	04/12/2021	27310
3120	Homax	CL07309	02/28/2021	274.73	274.73	04/12/2021	04/12/2021	27310
3120	Homax	CL07310	02/28/2021	199.33	199.33	04/12/2021	04/12/2021	27310
3120	Homax	CL07311	02/28/2021	502.09	502.09	04/12/2021	04/12/2021	27310
3120	Homax	CL07312	02/28/2021	57.61	57.61	04/12/2021	04/12/2021	27310
3120	Homax	CL07313	02/28/2021	1,014.58	1,014.58	04/12/2021	04/12/2021	27310
3120	Homax	L07314	02/28/2021	127.74	127.74	04/12/2021	04/12/2021	27310
Total Homax:				2,983.01	2,983.01			
Honnen Equipment Co of Wyoming Inc								
8080	Honnen Equipment Co of Wyoming	1256775	03/26/2021	484.67	484.67	04/12/2021	04/12/2021	27311
Total Honnen Equipment Co of Wyoming Inc:				484.67	484.67			
Huber Plumbing								
3200	Huber Plumbing	00092504	03/16/2021	1,463.78	1,463.78	04/12/2021	04/12/2021	27312
Total Huber Plumbing:				1,463.78	1,463.78			

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Installation & Service Company Inc								
3330	Installation & Service Company In	270875	03/31/2021	1,242.00	1,242.00	04/12/2021	04/12/2021	27313
Total Installation & Service Company Inc:				1,242.00	1,242.00			
JDC Investigations, LLC								
8051	JDC Investigations, LLC	1257	03/22/2021	75.00	75.00	04/12/2021	04/12/2021	27314
Total JDC Investigations, LLC:				75.00	75.00			
Jonah Visa								
8059	Jonah Visa	000692	03/18/2021	55.00	55.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	002947	03/29/2021	7.00	7.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	004254	03/30/2021	21.00	21.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	008951	04/05/2021	7.00	7.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	03102021	03/10/2021	447.00	447.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	1159	03/24/2021	800.00	800.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	1202866848	03/29/2021	179.49	179.49	04/12/2021	04/12/2021	27315
8059	Jonah Visa	121159130	02/25/2021	20.50	20.50	04/12/2021	04/12/2021	27315
8059	Jonah Visa	2	02/16/2021	73.49	73.49	04/12/2021	04/12/2021	27315
8059	Jonah Visa	231322	03/18/2021	100.00	100.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	31021	03/10/2021	447.00	447.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	45Q76B	03/08/2021	325.44	325.44	04/12/2021	04/12/2021	27315
8059	Jonah Visa	5235902	03/18/2021	70.00	70.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	61005429	04/05/2021	2,431.05	2,431.05	04/12/2021	04/12/2021	27315
8059	Jonah Visa	62034-1	03/24/2021	2,025.90	2,025.90	04/12/2021	04/12/2021	27315
8059	Jonah Visa	64013988	03/11/2021	13.48	13.48	04/12/2021	04/12/2021	27315
8059	Jonah Visa	64031357	03/23/2021	272.90	272.90	04/12/2021	04/12/2021	27315
8059	Jonah Visa	8094	03/31/2021	68.00	68.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	8299PAY	04/07/2021	900.00	900.00	04/12/2021	04/12/2021	27315
8059	Jonah Visa	BC83673	03/17/2021	49.14	49.14	04/12/2021	04/12/2021	27315
8059	Jonah Visa	WR21011990	03/31/2021	689.89	689.89	04/12/2021	04/12/2021	27315
8059	Jonah Visa	Y104526875	03/26/2021	58.79	58.79	04/12/2021	04/12/2021	27315
Total Jonah Visa:				9,062.07	9,062.07			
Kate Acord								
7645	Kate Acord	03172021	03/17/2021	275.00	275.00	04/12/2021	04/12/2021	27316
Total Kate Acord:				275.00	275.00			
Mastercard								
4170	Mastercard	375689075	02/17/2021	52.81	52.81	04/12/2021	04/12/2021	27317
4170	Mastercard	381909752	03/16/2021	52.81	52.81	04/12/2021	04/12/2021	27317
4170	Mastercard	5200286	03/28/2021	2.50	2.50	04/12/2021	04/12/2021	27317
4170	Mastercard	E0700E255U	03/21/2021	20.00	20.00	04/12/2021	04/12/2021	27317
4170	Mastercard	E0700E29TR	03/21/2021	520.00	520.00	04/12/2021	04/12/2021	27317
Total Mastercard:				648.12	648.12			
Memorial Hospital of Converse Co.								
4240	Memorial Hospital of Converse Co	MA03202101	03/26/2021	160.00	160.00	04/12/2021	04/12/2021	27318
4240	Memorial Hospital of Converse Co	MP03202102	03/26/2021	2,130.00	2,130.00	04/12/2021	04/12/2021	27318
Total Memorial Hospital of Converse Co.:				2,290.00	2,290.00			

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Mission Communications, Inc								
4420	Mission Communications, Inc	1049834	03/11/2021	984.32	984.32	04/12/2021	04/12/2021	27319
Total Mission Communications, Inc:				984.32	984.32			
Mountain West Technologies Corporation								
7658	Mountain West Technologies Corp	AR-138	03/17/2021	34,000.00	34,000.00	04/12/2021	04/12/2021	27320
Total Mountain West Technologies Corporation:				34,000.00	34,000.00			
Municipal Emergency Services								
7391	Municipal Emergency Services	SO1460734	03/26/2021	10,400.00	10,400.00	04/12/2021	04/12/2021	27321
Total Municipal Emergency Services:				10,400.00	10,400.00			
NAPA Auto Parts								
4600	NAPA Auto Parts	684803	03/05/2021	80.26	80.26	04/12/2021	04/12/2021	27322
4600	NAPA Auto Parts	689765	03/19/2021	67.67	67.67	04/12/2021	04/12/2021	27322
4600	NAPA Auto Parts	694541	04/01/2021	69.48	69.48	04/12/2021	04/12/2021	27322
Total NAPA Auto Parts:				217.41	217.41			
Natrona County								
8081	Natrona County	03122021	03/12/2021	1,000.00	1,000.00	04/12/2021	04/12/2021	27323
Total Natrona County:				1,000.00	1,000.00			
Natrona County Sheriffs Office								
4660	Natrona County Sheriffs Office	4205	04/05/2021	22,784.16	22,784.16	04/12/2021	04/12/2021	27324
Total Natrona County Sheriffs Office:				22,784.16	22,784.16			
Norco, Inc								
4760	Norco, Inc	31656624	03/22/2021	205.81	205.81	04/12/2021	04/12/2021	27325
4760	Norco, Inc	31745629	03/31/2021	12.71	12.71	04/12/2021	04/12/2021	27325
4760	Norco, Inc	34720244260	03/02/2021	49.82	49.82	04/12/2021	04/12/2021	27325
Total Norco, Inc:				268.34	268.34			
One Call of Wyoming								
4880	One Call of Wyoming	58827	03/05/2021	24.75	24.75	04/12/2021	04/12/2021	27326
Total One Call of Wyoming:				24.75	24.75			
Peden's Inc.								
5010	Peden's Inc.	N61472	03/09/2021	50.00	50.00	04/12/2021	04/12/2021	27327
5010	Peden's Inc.	N61571	03/24/2021	925.00	925.00	04/12/2021	04/12/2021	27327
Total Peden's Inc.:				975.00	975.00			
Peterbilt of Wyoming Inc								
5060	Peterbilt of Wyoming Inc	CP447974	03/02/2021	26.67	26.67	04/12/2021	04/12/2021	27328
Total Peterbilt of Wyoming Inc:				26.67	26.67			
Prothman								
8072	Prothman	2021-7324	03/17/2021	3,160.50	3,160.50	04/12/2021	04/12/2021	27329

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Prothman:				<u>3,160.50</u>	<u>3,160.50</u>			
Quadient, Inc								
7985	Quadient, Inc	16723349	03/31/2021	97.01	97.01	04/12/2021	04/12/2021	27330
7985	Quadient, Inc	58307564	03/13/2021	1,018.71	1,018.71	04/12/2021	04/12/2021	27330
Total Quadient, Inc:				<u>1,115.72</u>	<u>1,115.72</u>			
Rocky Mountain Drug Testing								
7495	Rocky Mountain Drug Testing	4344	04/03/2021	70.00	70.00	04/12/2021	04/12/2021	27331
Total Rocky Mountain Drug Testing:				<u>70.00</u>	<u>70.00</u>			
Rocky Mountain Power								
5560	Rocky Mountain Power	65167	04/01/2021	4,250.85	4,250.85	04/08/2021	04/09/2021	27251
5560	Rocky Mountain Power	65167	04/01/2021	1,961.88	1,961.88	04/08/2021	04/09/2021	27251
5560	Rocky Mountain Power	65167	04/01/2021	4,857.49	4,857.49	04/08/2021	04/09/2021	27251
Total Rocky Mountain Power:				<u>11,070.22</u>	<u>11,070.22</u>			
Sutherlands								
6050	Sutherlands	187442	03/05/2021	13.99	13.99	04/12/2021	04/12/2021	27332
6050	Sutherlands	187556	03/11/2021	63.92	63.92	04/12/2021	04/12/2021	27332
Total Sutherlands:				<u>77.91</u>	<u>77.91</u>			
Team Laboratory Chemical, LLC								
6090	Team Laboratory Chemical, LLC	INV0024546	03/08/2021	867.50	867.50	04/12/2021	04/12/2021	27333
Total Team Laboratory Chemical, LLC:				<u>867.50</u>	<u>867.50</u>			
Teleflex LLC								
7974	Teleflex LLC	9503701311	03/05/2021	2,010.50	2,010.50	04/12/2021	04/12/2021	27334
Total Teleflex LLC:				<u>2,010.50</u>	<u>2,010.50</u>			
Trans Union Risk & Alternative								
7392	Trans Union Risk & Alternative	233312-20210	04/01/2021	75.00	75.00	04/12/2021	04/12/2021	27335
Total Trans Union Risk & Alternative:				<u>75.00</u>	<u>75.00</u>			
Trex Hydro Excavating Inc								
8082	Trex Hydro Excavating Inc	1298	03/15/2021	1,275.00	1,275.00	04/12/2021	04/12/2021	27336
Total Trex Hydro Excavating Inc:				<u>1,275.00</u>	<u>1,275.00</u>			
Verizon								
6610	Verizon	9875383470	03/12/2021	1,494.12	1,494.12	04/09/2021	04/09/2021	27285
Total Verizon:				<u>1,494.12</u>	<u>1,494.12</u>			
Water Deposit Refund								
7869	Water Deposit Refund	319.08	04/08/2021	93.83	93.83	04/08/2021	04/08/2021	27284
Total Water Deposit Refund:				<u>93.83</u>	<u>93.83</u>			

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Western Wyoming Lock & Safe								
6790	Western Wyoming Lock & Safe	19452	01/04/2021	16.50	16.50	04/12/2021	04/12/2021	27337
Total Western Wyoming Lock & Safe:				16.50	16.50			
Wyoming Door Service								
7434	Wyoming Door Service	9195	03/23/2021	5,132.43	5,132.43	04/12/2021	04/12/2021	27338
7434	Wyoming Door Service	9196	03/23/2021	708.00	708.00	04/12/2021	04/12/2021	27338
Total Wyoming Door Service:				5,840.43	5,840.43			
Wyoming Financial Insurance, Inc								
7918	Wyoming Financial Insurance, Inc	18064	03/19/2021	1,523.00	1,523.00	04/12/2021	04/12/2021	27339
Total Wyoming Financial Insurance, Inc:				1,523.00	1,523.00			
Wyoming Law Enforcement Academy								
7090	Wyoming Law Enforcement Acad	C-11287	03/12/2021	325.00	325.00	04/12/2021	04/12/2021	27340
Total Wyoming Law Enforcement Academy:				325.00	325.00			
Wyoming Machinery Co Inc								
7110	Wyoming Machinery Co Inc	PO6615697	03/23/2021	20.70	20.70	04/12/2021	04/12/2021	27341
Total Wyoming Machinery Co Inc:				20.70	20.70			
Grand Totals:				171,324.14	171,324.14			

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

Mayor: _____

City Council: _____

City Council: _____

I Certify under penalty of perjury, that this voucher and items included therein for payment are correct and just in all respects

Dated: ____ 20____ Signature of Claimant _____

Dated: ____ 20____ Signature of Claimant _____

Dated: ____ 20____ Signature of Claimant _____

Dated: ____ 20____ Signature of Claimant _____

Dated: ____ 20____ Signature of Claimant _____

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}

Report Criteria:

Report type: GL detail

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

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
1618						
03/25/2021	1618	Teece Hailey Fulfer	320.00	Boond Refund for Teece Hailey Fulfer	10-26150	320.00
Total 1618:						320.00
27250						
03/23/2021	27250	Casper Area Transportation Coalit	119,376.00	Bus purchase Reimbursement FT 19068	10-45-280	119,376.00
Total 27250:						119,376.00
27251						
03/23/2021	27251	Rocky Mountain Power	1,494.12	Phone Bill	10-44-850	1,494.12
04/09/2021	27251	Rocky Mountain Power	1,494.12-	Phone Bill	10-44-850	1,494.12- V
Total 27251:						.00
27252						
03/24/2021	27252	Big Sky Fireworks	4,500.00	Deposit for Fire Works for 100th	10-45-310	4,500.00
Total 27252:						4,500.00
27253						
03/24/2021	27253	Legend Records	3,500.00	Aquile Deposit for Summerfest & 100th	10-45-310	3,500.00
Total 27253:						3,500.00
27254						
03/24/2021	27254	Shirts & More	2,280.00	Shirts for Summerfest	10-45-310	2,280.00
Total 27254:						2,280.00
27257						
03/25/2021	27257	Rocky Mountain Power	1,257.51	240 Chamberlain Utility	10-46-941	1,257.51

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 27257:						1,257.51
27258						
03/25/2021	27258	Cathy Holman	650.00	Prairie Wife for 100th event	10-45-310	650.00
Total 27258:						650.00
27259						
03/31/2021	27259	Kelly Dailey	200.00	Water Deposit Refund for Kelly Dailey	51-26150	200.00
Total 27259:						200.00
27264						
03/30/2021	27264	ECS Engineers	1,081.50	Buffalo Meadows Platting	10-46-864	1,081.50
03/30/2021	27264	ECS Engineers	2,039.40	Buffalo Meadow DEQ Report	10-46-864	2,039.40
03/30/2021	27264	ECS Engineers	7,971.18	Buffalo Meadows Preliminary Design	10-46-864	7,971.18
03/30/2021	27264	ECS Engineers	24,047.81	Buffalo Meadows final Design	10-46-864	24,047.81
03/30/2021	27264	ECS Engineers	2,286.60	Professional Services Buffalo Meadows	10-46-864	2,286.60
03/30/2021	27264	ECS Engineers	726.15	Professional Services Buffalo Meadows	10-46-864	726.15
03/30/2021	27264	ECS Engineers	32,099.60	Buffalo Meadows final Design	10-46-864	32,099.60
Total 27264:						70,252.24
27265						
03/30/2021	27265	Terry Good	250.00	Stipend For 2021	10-54-855	250.00
Total 27265:						250.00
27266						
03/30/2021	27266	Unemployment Tax	5,203.90	QTR 4 2020 Unemployment Tax	10-21300	5,203.90
Total 27266:						5,203.90
27270						
03/31/2021	27270	ECS Engineers	22,235.00	Buffalo Meadows Preliminary Engineering	10-46-864	22,235.00
Total 27270:						22,235.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
27271						
03/31/2021	27271	Wyoming Financial Insurance, Inc	47,720.69	Medical Premiums	10-23700	47,720.69
03/31/2021	27271	Wyoming Financial Insurance, Inc	2,336.30	Dental Premiums	10-23700	2,336.30
03/31/2021	27271	Wyoming Financial Insurance, Inc	512.85	Vision Premiums	10-23700	512.85
03/31/2021	27271	Wyoming Financial Insurance, Inc	243.80	Life Insurance Premiums	10-23700	243.80
03/31/2021	27271	Wyoming Financial Insurance, Inc	363.94	Aflac Premiums	10-25100	363.94
03/31/2021	27271	Wyoming Financial Insurance, Inc	54.36	Assurity Premiums	10-25300	54.36
03/31/2021	27271	Wyoming Financial Insurance, Inc	1,132.33	Washington National Premiums	10-25200	1,132.33
03/31/2021	27271	Wyoming Financial Insurance, Inc	4,488.00	HSA premiums	10-23700	4,488.00
03/31/2021	27271	Wyoming Financial Insurance, Inc	450.50	Admin Fees	10-44-862	450.50
03/31/2021	27271	Wyoming Financial Insurance, Inc	53.00	Medical Premiums	10-23700	53.00
Total 27271:						57,355.77
27274						
04/06/2021	27274	Rocky Mountain Power	198.27	300 Wasatch	10-44-941	198.27 M
Total 27274:						198.27
27275						
04/06/2021	27275	Century Link	162.14	WTP	10-46-983	162.14
04/06/2021	27275	Century Link	79.51	Phone bill for Services Police Dispatch	10-44-983	79.51
Total 27275:						241.65
27276						
04/06/2021	27276	Charter Communications	413.90	Charter Control Account	10-44-982	413.90
Total 27276:						413.90
27277						
04/06/2021	27277	Department of Revenue	5,322.42	Tax repay QTR 4 2020	10-45-993	5,322.42
Total 27277:						5,322.42
27278						
04/06/2021	27278	YOBO LLC	18,000.00	steel sculpture lighted bear	10-45-310	18,000.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 27278:						18,000.00
27279						
04/07/2021	27279	Kenneth Shephard	47.28	Water Deposit Refund for Kenneth Shephard	51-26150	47.28 M
Total 27279:						47.28
27280						
04/07/2021	27280	Brittany Bertagnole	27.14	Water Deposit Refund for Brittany Bertagnole	51-26150	27.14 M
Total 27280:						27.14
27281						
04/07/2021	27281	Justin Shadoan	94.59	Water Deposit Refund for Justin Shadoan	51-26150	94.59 M
Total 27281:						94.59
27282						
04/07/2021	27282	Jackie Lapp	48.35	Water Deposit Refund for Jackie Lapp	51-26150	48.35 M
Total 27282:						48.35
27283						
04/08/2021	27283	Rocky Mountain Power	4,250.85	215 Northwestern	52-82-976	4,250.85
04/08/2021	27283	Rocky Mountain Power	1,961.88	Utilities for Enterprise Accounts	10-46-941	1,961.88
04/08/2021	27283	Rocky Mountain Power	4,857.49	Utilities for Town	10-44-941	4,857.49
Total 27283:						11,070.22
27284						
04/08/2021	27284	Rod Taylor	93.83	Water Deposit Refund for Rod Taylor	51-26150	93.83
Total 27284:						93.83
27285						
04/09/2021	27285	Verizon	1,494.12	Phone bill for Town	10-44-850	1,494.12 M

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 27285:						1,494.12
27286						
04/12/2021	27286	AC Electrical Service	175.43	Replace GFCI in kitchen area	10-45-260	175.43
04/12/2021	27286	AC Electrical Service	77.20	new outlet for Town Hall	10-45-260	77.20
Total 27286:						252.63
27287						
04/12/2021	27287	All Out Fire, Inc	80.00	replace fire extinguisher in unit #11	10-54-350	80.00
04/12/2021	27287	All Out Fire, Inc	120.00	replace fire extinguisher Rodgers and Jensen	10-54-350	120.00
Total 27287:						200.00
27288						
04/12/2021	27288	ALSCO, Inc	132.61	mat service	10-45-260	132.61
Total 27288:						132.61
27289						
04/12/2021	27289	Amazon Capital Services, Inc	684.98	vortex optic sights streamlight system for weapons	10-54-220	684.98
Total 27289:						684.98
27290						
04/12/2021	27290	AMBI Mail & Marketing, Inc	15.44	Fed Ex Drugs to Crime Lab in Cheyenne	10-54-330	15.44
Total 27290:						15.44
27291						
04/12/2021	27291	Ameri-Tech Equipment Company	1,452.00	Repairs to snow plow	10-61-950	1,452.00
Total 27291:						1,452.00
27292						
04/12/2021	27292	Atlas Office Products, Inc	386.27	restock office supplies	10-46-235	386.27

TOWN OF MILLS

Check Register - Audit Report
 Check Issue Dates: 3/23/2021 - 4/12/2021

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 27292:						388.27
27293						
04/12/2021	27293	B & B Rubber Stamp	59.90	2 signature stamps	10-45-310	59.90
Total 27293:						59.90
27294						
04/12/2021	27294	Caselle, Inc	1,054.00	Support and Maintenance for May 2021	10-44-725	1,054.00
04/12/2021	27294	Caselle, Inc	1,054.00	Support and Maintenance for May 2021	10-46-725	1,054.00
Total 27294:						2,108.00
27295						
04/12/2021	27295	Casper Tire, Inc	940.00	Tires unit #15	10-61-900	940.00
Total 27295:						940.00
27296						
04/12/2021	27296	City of Casper	7,874.10	PSCC March 2021	10-54-500	7,874.10
04/12/2021	27296	City of Casper	20,018.62	201 Sewer	53-83-620	20,018.62
04/12/2021	27296	City of Casper	543.25	Balefill	54-84-250	543.25
04/12/2021	27296	City of Casper	499.26	Balefill	54-84-250	499.26
04/12/2021	27296	City of Casper	514.10	Balefill	54-84-250	514.10
04/12/2021	27296	City of Casper	628.05	Balefill	54-84-250	628.05
04/12/2021	27296	City of Casper	1,133.67	Balefill	54-84-250	1,133.67
04/12/2021	27296	City of Casper	594.66	Balefill	54-84-250	594.66
04/12/2021	27296	City of Casper	696.42	Balefill	54-84-250	696.42
04/12/2021	27296	City of Casper	370.47	Balefill	54-84-250	370.47
04/12/2021	27296	City of Casper	492.90	Balefill	54-84-250	492.90
04/12/2021	27296	City of Casper	842.17	Balefill	54-84-250	842.17
04/12/2021	27296	City of Casper	534.77	Balefill	54-84-250	534.77
04/12/2021	27296	City of Casper	462.69	Balefill	54-84-250	462.69
04/12/2021	27296	City of Casper	533.71	Balefill	54-84-250	533.71
04/12/2021	27296	City of Casper	143.10	Balefill	54-84-250	143.10
04/12/2021	27296	City of Casper	1,040.92	Balefill	54-84-250	1,040.92

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 27296:						<u>36,922.86</u>
27297						
04/12/2021	27297	CLS, Inc	71.25	trouble shoot air compressor	52-82-810	<u>71.25</u>
Total 27297:						<u>71.25</u>
27298						
04/12/2021	27298	Collins Communications, Inc	275.00	ITS Customer Care Contract	10-55-860	<u>275.00</u>
Total 27298:						<u>275.00</u>
27299						
04/12/2021	27299	Computer Professionals Unlmted	5,023.00	2 Lenovo P330 computers	10-45-390	<u>5,023.00</u>
04/12/2021	27299	Computer Professionals Unlmted	299.85	3 cyberpower UPS battery backups	10-45-390	<u>299.85</u>
Total 27299:						<u>5,322.85</u>
27300						
04/12/2021	27300	Dana Kepner Company Inc	859.50	3/4" meters X6	51-81-430	<u>859.50</u>
Total 27300:						<u>859.50</u>
27301						
04/12/2021	27301	Decker Auto Glass	369.78	replace glass in unit #7 shattered due to wind	10-54-950	<u>369.78</u>
Total 27301:						<u>369.78</u>
27302						
04/12/2021	27302	Elliott Equipment Company	1,117.43	Pad slide assembly	54-84-950	<u>1,117.43</u>
Total 27302:						<u>1,117.43</u>
27303						
04/12/2021	27303	Emergency Medical Direction & C	375.00	Medical Director March 2021	10-56-425	<u>375.00</u>
Total 27303:						<u>375.00</u>

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
27304						
04/12/2021	27304	Energy Laboratories Inc	44.00	Bacteria samples	52-82-720	44.00
04/12/2021	27304	Energy Laboratories Inc	44.00	Bacteria samples	52-82-720	44.00
Total 27304:						88.00
27305						
04/12/2021	27305	Fastenal	9.00	Bolt and nuts	10-64-840	9.00
Total 27305:						9.00
27306						
04/12/2021	27306	Ferguson Enterprises LLC	12.53	Pressure guage	52-82-810	12.53
Total 27306:						12.53
27307						
04/12/2021	27307	Grainger, Inc	253.20	smoke detectors	10-56-393	253.20
Total 27307:						253.20
27308						
04/12/2021	27308	Hand & Hand	1,061.40	Attorney fees February 2021	10-51-241	1,061.40
Total 27308:						1,061.40
27309						
04/12/2021	27309	Hensley Battery LLC	114.28	Battery inspector vehicle	10-61-950	114.28
Total 27309:						114.28
27310						
04/12/2021	27310	Homax	526.60	hydraulic oil	10-64-840	526.60
04/12/2021	27310	Homax	280.33	window wash, Blue DEF	10-64-840	280.33
04/12/2021	27310	Homax	274.73	Fuel for Shop Feb 2021	10-61-370	274.73
04/12/2021	27310	Homax	199.33	Fuel for Sewer Feb 2021	53-83-370	199.33
04/12/2021	27310	Homax	502.09	Fuel for Water Feb 2021	51-81-370	502.09
04/12/2021	27310	Homax	57.61	Fuel for Parks Feb 2021	10-70-370	57.61
04/12/2021	27310	Homax	1,014.58	Fuel for sanitation Feb 2021	54-84-370	1,014.58

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
04/12/2021	27310	Homax	127.74	Fuel for Street Feb 2021	10-64-370	127.74
Total 27310:						2,983.01
27311						
04/12/2021	27311	Honnen Equipment Co of Wyomin	484.67	rebuild Ram	54-84-950	484.67
Total 27311:						484.67
27312						
04/12/2021	27312	Huber Plumbing	1,463.78	Move Water, gas, drain lines, discharge lines	10-45-310	1,463.78
Total 27312:						1,463.78
27313						
04/12/2021	27313	Installation & Service Company In	1,242.00	Street cut for manholes Pendell and Freden	10-45-240	1,242.00
Total 27313:						1,242.00
27314						
04/12/2021	27314	JDC Investigations, LLC	75.00	Background new hire	10-44-981	75.00
Total 27314:						75.00
27315						
04/12/2021	27315	Jonah Visa	55.00	Family Dollar cat & dog food	10-53-840	55.00
04/12/2021	27315	Jonah Visa	7.00	USPS certified letters	10-53-310	7.00
04/12/2021	27315	Jonah Visa	21.00	USPS certified letters	10-53-310	21.00
04/12/2021	27315	Jonah Visa	7.00	USPS certified mail	10-53-310	7.00
04/12/2021	27315	Jonah Visa	447.00	Justice Clearinghouse.com NACA ACO training semin	10-53-910	447.00
04/12/2021	27315	Jonah Visa	800.00	Casper Horseheads baseball club	10-45-310	800.00
04/12/2021	27315	Jonah Visa	179.49	Newegg - 100 DVD Disc packs	10-45-390	179.49
04/12/2021	27315	Jonah Visa	20.50	Natrona Cty Real Estate WBC grant recording	10-45-310	20.50
04/12/2021	27315	Jonah Visa	73.49	Johnny Appleseed employee family death	10-45-310	73.49
04/12/2021	27315	Jonah Visa	100.00	Wyoming Technology Transfer Center TAP grant cours	10-45-310	100.00
04/12/2021	27315	Jonah Visa	447.00	Justice Clearinghouse.com NACA ACO training semin	10-53-910	447.00
04/12/2021	27315	Jonah Visa	325.44	49er Inn Gallinger First line supervisor training	10-54-910	325.44
04/12/2021	27315	Jonah Visa	70.00	ICMA webinar American Recovery Act	10-45-310	70.00
04/12/2021	27315	Jonah Visa	2,431.05	Olson Auto Body sanitation truck accident repair	10-45-310	2,431.05

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
04/12/2021	27315	Jonah Visa	2,025.90	2 bullet proof vests for community officers	10-54-225	2,025.90
04/12/2021	27315	Jonah Visa	13.48	Bound Tree meds	10-56-425	13.48
04/12/2021	27315	Jonah Visa	272.90	Bound Tree Meds	10-56-425	272.90
04/12/2021	27315	Jonah Visa	68.00	Rotary Club of Casper	10-45-310	68.00
04/12/2021	27315	Jonah Visa	900.00	PDQ Deploy & PDQ Inventor License 1 year	10-45-390	900.00
04/12/2021	27315	Jonah Visa	49.14	6 ball caps	10-54-855	49.14
04/12/2021	27315	Jonah Visa	689.89	Blauer pants & shirts T Houser	10-54-855	689.89
04/12/2021	27315	Jonah Visa	58.79	Milwalkee 28 volt charge for C17 combi tool	10-45-310	58.79
Total 27315:						9,062.07
27316						
04/12/2021	27316	Kate Acord	275.00	Per Diem NPCA K-9 seminars 5/4/21-5/7/21	10-54-260	275.00
Total 27316:						275.00
27317						
04/12/2021	27317	Mastercard	52.81	dog food for Archer	10-54-260	52.81
04/12/2021	27317	Mastercard	52.81	Dog food for Archer	10-54-260	52.81
04/12/2021	27317	Mastercard	2.50	newspaper subscription	10-84-310	2.50
04/12/2021	27317	Mastercard	20.00	Microsoft O365 E3	10-55-865	20.00
04/12/2021	27317	Mastercard	520.00	Microsoft O365 E1	10-55-865	520.00
Total 27317:						848.12
27318						
04/12/2021	27318	Memorial Hospital of Converse Co	160.00	4 hearing wellness exams	10-44-981	160.00
04/12/2021	27318	Memorial Hospital of Converse Co	2,130.00	4 wellness exams	10-44-981	2,130.00
Total 27318:						2,290.00
27319						
04/12/2021	27319	Mission Communications, Inc	984.32	communication Lift Stations	53-83-420	984.32
Total 27319:						984.32
27320						
04/12/2021	27320	Mountain West Technologies Corp	34,000.00	fiber installation	10-45-991	34,000.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 27320:						34,000.00
27321						
04/12/2021	27321	Municipal Emergency Services	10,400.00	New part 17C-SL3 Eforce	10-45-310	10,400.00
Total 27321:						10,400.00
27322						
04/12/2021	27322	NAPA Auto Parts	80.26	Oil & filter unit #1	10-64-840	80.26
04/12/2021	27322	NAPA Auto Parts	67.67	Oil & shop towels	10-64-840	67.67
04/12/2021	27322	NAPA Auto Parts	69.48	Oil police car	10-64-840	69.48
Total 27322:						217.41
27323						
04/12/2021	27323	Natrona County	1,000.00	6th Century survey	10-45-310	1,000.00
Total 27323:						1,000.00
27324						
04/12/2021	27324	Natrona County Sheriffs Office	22,784.16	House Inmates for March 2021	10-54-415	22,784.16
Total 27324:						22,784.16
27325						
04/12/2021	27325	Norco, Inc	205.81	cleaning & safety supplies	52-82-840	205.81
04/12/2021	27325	Norco, Inc	12.71	cylinder rental	10-56-425	12.71
04/12/2021	27325	Norco, Inc	49.82	Hand soap	10-64-840	49.82
Total 27325:						268.34
27326						
04/12/2021	27326	One Call of Wyoming	24.75	33 tickets foe Feb 2021	51-81-620	24.75
Total 27326:						24.75
27327						
04/12/2021	27327	Peden's Inc.	50.00	Embroidery	10-45-310	50.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
04/12/2021	27327	Peden's Inc.	925.00	Council perpetual plaque	10-45-310	925.00
Total 27327:						975.00
27328						
04/12/2021	27328	Peterbilt of Wyoming Inc	26.67	magnets x3	51-81-840	26.67
Total 27328:						26.67
27329						
04/12/2021	27329	Prothman	3,160.50	job listings assistant fire chief	10-44-981	3,160.50
Total 27329:						3,160.50
27330						
04/12/2021	27330	Quadient, Inc	97.01	ink cartridge	10-46-226	97.01
04/12/2021	27330	Quadient, Inc	1,018.71	Maintenance M1500	10-46-226	1,018.71
Total 27330:						1,115.72
27331						
04/12/2021	27331	Rocky Mountain Drug Testing	70.00	Pre-employment Testing for A Hartman	10-44-981	70.00
Total 27331:						70.00
27332						
04/12/2021	27332	Sutherlands	13.99	marking paint	10-61-840	13.99
04/12/2021	27332	Sutherlands	63.92	digging bar	10-61-840	63.92
Total 27332:						77.91
27333						
04/12/2021	27333	Team Laboratory Chemical, LLC	867.50	Road Patch	10-61-840	867.50
Total 27333:						867.50
27334						
04/12/2021	27334	Teleflex LLC	2,010.50	needle set and stabilizer	10-56-425	2,010.50

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 27334:						2,010.50
27335						
04/12/2021	27335	Trans Union Risk & Alternative	75.00	Monthly Charge for Investigation Background Checks	10-54-330	75.00
Total 27335:						75.00
27336						
04/12/2021	27336	Trex Hydro Excavating Inc	1,275.00	clean lift stations	53-83-420	1,275.00
Total 27336:						1,275.00
27337						
04/12/2021	27337	Western Wyoming Lock & Safe	16.50	Keys	10-45-260	16.50
Total 27337:						16.50
27338						
04/12/2021	27338	Wyoming Door Service	5,132.43	overhead door install & supplies	10-64-260	5,132.43
04/12/2021	27338	Wyoming Door Service	708.00	Roof & side repair/remote control transmitter	10-64-260	708.00
Total 27338:						5,840.43
27339						
04/12/2021	27339	Wyoming Financial Insurance, Inc	1,523.00	new policy flying eagle	10-44-890	1,523.00
Total 27339:						1,523.00
27340						
04/12/2021	27340	Wyoming Law Enforcement Acad	325.00	Training C Jensen	10-54-910	325.00
Total 27340:						325.00
27341						
04/12/2021	27341	Wyoming Machinery Co Inc	20.70	Bolts snow plow	10-61-950	20.70
Total 27341:						20.70

TOWN OF MILLS

Check Register - Audit Report
 Check Issue Dates: 3/23/2021 - 4/12/2021

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Grand Totals:						<u>483,098.16</u>

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-21100	1,494.12	443,915.55-	442,421.43-
10-21300	5,203.90	.00	5,203.90
10-23700	55,354.64	.00	55,354.64
10-25100	363.94	.00	363.94
10-25200	1,132.33	.00	1,132.33
10-25300	54.36	.00	54.36
10-26150	320.00	.00	320.00
10-44-725	1,054.00	.00	1,054.00
10-44-850	2,988.24	1,494.12-	1,494.12
10-44-862	450.50	.00	450.50
10-44-890	1,523.00	.00	1,523.00
10-44-941	5,055.76	.00	5,055.76
10-44-981	5,595.50	.00	5,595.50
10-44-982	413.90	.00	413.90
10-44-983	79.51	.00	79.51
10-45-240	1,242.00	.00	1,242.00
10-45-260	401.74	.00	401.74
10-45-280	119,376.00	.00	119,376.00
10-45-310	46,450.51	.00	46,450.51
10-45-390	6,402.34	.00	6,402.34
10-45-991	34,000.00	.00	34,000.00
10-45-993	5,322.42	.00	5,322.42
10-46-226	1,115.72	.00	1,115.72
10-46-235	386.27	.00	386.27
10-46-725	1,054.00	.00	1,054.00
10-46-864	92,487.24	.00	92,487.24
10-46-941	3,219.39	.00	3,219.39
10-46-983	162.14	.00	162.14
10-51-241	1,061.40	.00	1,061.40
10-53-310	35.00	.00	35.00
10-53-840	55.00	.00	55.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-53-910	894.00	.00	894.00
10-54-220	684.98	.00	684.98
10-54-225	2,025.90	.00	2,025.90
10-54-260	380.62	.00	380.62
10-54-330	90.44	.00	90.44
10-54-350	200.00	.00	200.00
10-54-415	22,784.16	.00	22,784.16
10-54-500	7,874.10	.00	7,874.10
10-54-855	989.03	.00	989.03
10-54-910	650.44	.00	650.44
10-54-950	369.78	.00	369.78
10-55-860	275.00	.00	275.00
10-55-865	540.00	.00	540.00
10-56-393	253.20	.00	253.20
10-56-425	2,684.59	.00	2,684.59
10-61-370	274.73	.00	274.73
10-61-840	945.41	.00	945.41
10-61-900	940.00	.00	940.00
10-61-950	1,586.98	.00	1,586.98
10-64-260	5,840.43	.00	5,840.43
10-64-310	2.50	.00	2.50
10-64-370	127.74	.00	127.74
10-64-840	1,083.16	.00	1,083.16
10-70-370	57.61	.00	57.61
51-21100	.00	1,924.20-	1,924.20-
51-26150	511.19	.00	511.19
51-81-370	502.09	.00	502.09
51-81-430	859.50	.00	859.50
51-81-620	24.75	.00	24.75
51-81-840	26.67	.00	26.67
52-21100	.00	4,628.44-	4,628.44-
52-82-720	88.00	.00	88.00
52-82-810	83.78	.00	83.78
52-82-840	205.81	.00	205.81
52-82-976	4,250.85	.00	4,250.85
53-21100	.00	22,477.27-	22,477.27-
53-83-370	199.33	.00	199.33
53-83-420	2,259.32	.00	2,259.32
53-83-620	20,018.62	.00	20,018.62
54-21100	.00	11,646.82-	11,646.82-

TOWN OF MILLS

Check Register - Audit Report
Check Issue Dates: 3/23/2021 - 4/12/2021

GL Account	Debit	Credit	Proof
54-84-250	9,030.14	.00	9,030.14
54-84-370	1,014.58	.00	1,014.58
54-84-950	1,602.10	.00	1,602.10
Grand Totals:	486,086.40	486,086.40-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

ORDINANCE NO. 758

AN ORDINANCE REPEALING THE EXISTING TITLE 1 ON GENERAL PROVISIONS IN ITS ENTIRETY AND REPLACING IT WITH A NEW TITLE 1 ON GENERAL PROVISIONS

WHEREAS, The City of Mills, Wyoming has had the occasion to review Title 1 of its Ordinances and to revise the same; and

WHEREAS, after said review and due deliberation, the City of Mills has decided that the attached text better serves the needs of the public and the City of Mills as of the current date;

NOW THEREFORE, The City Council of the City of Mills hereby repeals the entire exiting Title 1 and replaces the same with the attached text, which shall be the new Title 1 upon the effective date of adoption

This ordinance shall be in full force and effect upon passage on three readings and publication.

PASSED on 1st reading the ____ day of _____, 2021.

PASSED on 2nd reading the ____ day of _____,2021.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2021.

CITY OF MILLS, WYOMING

Seth Coleman, Mayor

Sara McCarthy, Council

Darla R. Ives, Council

James Hollander, Council

Brad Neumiller, Council

ATTESTED:

Christine Trumbull, Town Clerk

TITLE 1 GENERAL PROVISIONS

Chapters:

- 1.01 In General
- 1.02 Boundaries
- 1.03 Penalties and Remedies
- 1.04 Corporate Seal
- 1.05 Official Newspaper
- 1.06 Depository

CHAPTER 1.01
IN GENERAL

1.01.010 – The Code of the City of Mills.

This Code is and shall constitute the Code of the City of Mills. The Code shall reflect and constitute codification of ordinances of Mills.

1.01.020 How Code Designated and Cited.

The ordinances embraced in this Chapter and the following Chapters and sections shall constitute and be designated as the “Code of the City of Mills” and shall be cited as such. In this publication, and other documents, the “Code of the City of Mills” may be referred to as the City Code or Code.

1.01.030 Definitions and Rules of Construction.

A. In the construction of this Code and Ordinances of the City of Mills, the following definitions and rules of construction shall be observed, unless they are inconsistent with the manifest intent of the Governing Body or the content clearly requires otherwise.

- i. Administrative Official – The term “administrative official” shall mean a board, commission, committee, officer, agent or employee of the City of Mills charged by the Governing Body with the administration and enforcement of the particular provisions of this Code in which the term is used.
- ii. Computation of Time – The time within which an act is to be done shall be computed by excluding the day of the event and including the last day of the time period unless the last day is a Saturday, Sunday or a State of Wyoming legal holiday, in such case the period shall run until the end of the next day which is not a Saturday, Sunday, or legal holiday.
- iii. County – The word “county” shall mean Natrona County in the State of Wyoming, in which the City of Mills is located.

- iv. Gender – Words importing the masculine gender include the feminine and neuter.
- v. Governing Body – The term “Governing Body” shall mean the elected and serving legislative body of the City of Mills.
- vi. In the City; in the Corporate Limits of the City – The words “in the City” or “in the corporate limits of the City” shall mean and include any and all territory within the corporate limits of the City of Mills, and other territory over which regulatory or police power has been conferred for the City of Mills by general or special act of Natrona County, or the State of Wyoming.
- vii. Joint Authority – All words giving joint authority to three or more persons shall be construed as giving such authority to a majority of such persons.
- viii. Month – The word “month” shall mean the particular calendar month.
- ix. Municipality – The word “Municipality” shall mean the City of Mills.
- x. Number – Words used in the singular include the plural and words used in the plural include the singular.
- xi. Oath – The word “oath” includes an affirmation in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases the words “swear” and “sworn” are equivalent to the words “affirm” and “affirmed”.
- xii. Owner – The word “owner” when applied to a building or land, shall include not only the owner of the whole, but also any part owner, joint owner, tenant in common or joint tenant of the whole or part of such building or land and shall include any agent of such owner, and where such owner is a body corporate, it shall include the managing agent or officers.
- xiii. Person – The word “person” includes a firm, partnership, association of persons, corporation, organization or any other group acting as a unit, as well as an individual.
- xiv. Personal Property – The term “personal property” includes every type of property, except real estate property which is defined later in this section.
- xv. Preceding, Following – The words “preceding” and “following” shall mean next before and next after, respectively.
- xvi. Professional Services – The term “professional services” includes every type of licensed or certified profession.
- xvii. Property – The sole use of the word “property” includes real and personal property.
- xviii. Real Property – The term “real property” includes lands, tenements, and hereditament.
- xix. Revision – Revision is to correct errors, make changes, and update the Municipal Code of Mills within existing Titles, Articles, and Sections.
- xx. Shall – The word “shall” is mandatory, and the word “may” is permissive.
- xxi. Sidewalk – The word “sidewalk” means any portion of the street between the curb line and the adjacent property line intended for the use of pedestrians.

- xxii. State – The word “State” shall mean the State of Wyoming.
- xxiii. State Law or State Statute – Reference to “state law” shall mean the Wyoming Statutes as amended.
- xxiv. Street – The word “street” shall mean and include public streets, avenues, boulevards, highways, roads, alleys, lanes, bridges and the approaches and all other public thoroughfares in the City of Mills.
- xxv. Tenant – The words “tenant” and “occupant” when applied to a building or land, shall mean any person who occupies the whole or a part of such building or land, whether alone or with others.
- xxvi. Tense – Words used in the past or present tense include the future as well as the past and present.
- xxvii. Written – The words “written” or “in writing” shall include printing, lithographing, or other modes of representing words and letters; provided in all cases where the written signature of a person is required, the proper handwriting of such person, or his mark shall be required.
- xxviii. Year – The word “year” shall mean a calendar year, unless defined otherwise.

1.01.040 – Catch Lines; Headings.

The catch lines of the sections and the headings of Titles, articles, sections, and subsections of this Code are intended merely, and only, as catchwords to indicate and give guidance to the contents of the titles, articles, and sections.

1.01.050 Severability of Parts of the Code.

If for any reason any part, section, subsection, sentence, clause or phrase of the Code of the City of Mills, or the application to any person or circumstance, is declared to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of the Code of the City of Mills. In the event any part, paragraph, clause or section of the Code of the City of Mills is declared by a court of competent jurisdiction to be invalid for any reason, it is declared and determined the Mayor and Governing Body would nevertheless have passed the remainder and the remaining parts shall remain in full force and effect.

1.01.060 – Effect of Repealing Ordinance.

The repeal of ordinances as provided shall not effect any right which has accrued, and duly imposed, any penalty incurred, nor any action or proceedings as commenced under or by virtue of the ordinance repealed, nor the tenure of office of any person holding office at the time when such ordinances take effect; nor shall the repeal of any ordinances have the effect of reviving any ordinance repealed or superseded; nor shall the repeal of any ordinance have the effect of giving meaning for the purposes of construction of any ordinance repealed or superseded.

1.01.070 Preserving and Recording Ordinances.

It shall be the duty of the City Clerk to safely preserve the original ordinances, and when passed and approved to record the same in a book provided for that purpose. The City Clerk shall attach a certificate to each ordinance, so recorded, to the effect the same is a true and correct copy of the original ordinance as passed.

1.01.080 Updating Code.

The City Clerk twice yearly, or more often, shall compile amendments, changes, alterations, repeals or additions to the Code of the City of Mills, which shall be submitted to an designated individual for updating compilation and maintenance of a master set of ordinances at the Mills City Hall.

1.01.090 Numbering.

Each ordinance passed by the Governing Body shall be systematically identified by a number assigned to such ordinance pursuant to the systematic numbering system used in the Code of the City of Mills. The numbering system so adopted shall reflect the sequence of adoption of all the City of Mills' ordinances from the implementation of such numbering system and shall assign a particular number to only one ordinance.

1.01.101 – Amendment, Repeal, Revision, and Recodification of Code.

A. The amendment or repeal of existing provisions of this Code or the insertion of additional provisions in this Code shall be done in the following manner:

- i. Ordinances amending existing sections shall designate by section number, the sections which are affected and set out in full the new language of each such section;
- ii. Ordinances repealing existing sections shall designate, by section number, the sections which are repealed;
- iii. Ordinances adding sections to the Code shall designate where such sections are to be inserted;

B. The City Clerk shall maintain a list of all affected ordinances and shall proceed as is consistent with Section 1-1-8 of the Code of the City of Mills.

C. The revision, updating, and recodification of ordinances may be published by title only together with a brief summary of the recodification or revision, in the manner set out in W.S. § 15-1-116, and the actual recodification and revision shall be available to the public at all reasonable hours in the office of the City Clerk and in a public location in the City Hall.

D. The Governing Body may amend existing schedules, tables or singular costs, expenses, fines or other monies to be collected by resolution, where not contrary to State Statute.

When such amendment has been made by resolution, those parts of the Code affected shall be deleted from the Code and the following shall be inserted as its replacement:

The schedule, tables, rates, fines, or other designation of costs, expenses, fines or other fees have been deleted from this section. The subject addressed in this section has now been amended by resolution. The resolution may be obtained from the City Clerk’s office from the official book of resolutions.

1.01.102 Numbering of Sections, Articles, or Chapters Not Be Given Importance.

The sequence of sections, articles or chapters in the Code shall not be deemed to imply any substantive intent to a particular ordinance.

1.01.103 Validating Act.

All ordinances of the City of Mills approved, passed, and adopted prior to or simultaneously with the date of 8-10-2016 shall be and are presumptively valid except where repealed. If any ordinance or part of any ordinance is found to be invalid, all other ordinances or parts of ordinances shall be and remain valid.

CHAPTER 1.02
BOUNDARIES

1.02.010 Official City Boundary.

The official City boundary of the City of Mills is established as provided by ordinance and amendments. The legal description is on file with the City Engineer and the City Clerk.

1.02.020 Order Creating Municipality.

The City of Mills was duly incorporated as a Municipal Corporation under the laws of the State of Wyoming on May 10, 1921.

CHAPTER 1.03
PENALTIES AND REMEDIES

1.03.010 General Penalties; Remedies Generally; Continuing Violation.

Where not otherwise specified in this Code, the penalty for violating an Ordinance, Rule or Regulation passed by the governing body of the City of Mills shall be:

- (a) Any misdemeanor committed in the City of Mills, Wyoming, shall be punishable by a fine of no more than seven hundred fifty dollars (\$750.00) and/or six (6) months in jail, to which court costs and assessments may be added as set by the Municipal Court, not to exceed the amount allowed by State Statute, for each violation;

(b) Provided, however, where the State of Wyoming has authorized another penalty, the same may be imposed.

1.03.020 Action for Penalties or Fines.

All actions brought to recover any penalty or fine shall be brought in corporate name of the City of Mills.

1.03.030 Disposition of Recoveries.

The recoveries when collected shall be paid into the treasury of the City of Mills.

CHAPTER 1.04
CORPORATE SEAL

1.04.010 City Seal Designed and Adopted.

A seal, the impression of which shall be of circular form, bearing the words, “City of Mills, Wyoming, Est. 1921 is adopted as the City Seal.

1.04.020 Authentication.

A document possessing the seal as set out in Section 1.04.010 of the Code of the City of Mills shall be prima facie evidence the document is authentic.

1.04.030 Validating Act.

Documents executed by the City of Mills requiring the seal of the City and bearing a seal in the form above prescribed are validated and ratified, and approved by the City of Mills with the same force as if such seal had then been the official seal of the City of Mills.

1.04.040 Custodian.

The Clerk of the City of Mills shall be the Custodian of the Corporate Seal and shall affix the seal imprint upon all official documents.

CHAPTER 1.05
OFFICIAL NEWSPAPER

1.05.010 Designated.

The City of Mills designates the City website, courthouse, library, City Hall, Senior Center, and United States post office as locations for the postings of official and public notices. The City of Mills reserves the right to designate other locations through resolution.

CHAPTER 1.06
DEPOSITORY DESIGNATED

1.06.010 Depository Designated.

The City of Mills shall annually designate such financial institution as authorized by the State of Wyoming to keep and deposit City monies as designated and directed by the Governing Body by Resolution. The Governing Body of the City of Mills may by resolution designate additional or alternate depositories for funds of the City.

CHAPTER 1.07
SAVINGS PROVISION

Should any provision of these Ordinances in whole or in part be found to be illegal, the remainder of these Ordinances, including their subparts, shall not be affected.

TITLE 13 - PUBLIC SERVICES

Chapters:

- 13.03 Utility Billing and Collection
- 13.04 Permits to Construct, Install or Modify Water Distribution or Sanitary Sewage Collection Facilities
- 13.05 Water and Sewer Service
- 13.08 Water Use Regulations
- 13.12 Extraterritorial Extensions
- 13.16 Water Emergencies
- 13.17 Cross-Connection and Backflow Control
- 13.18 Purpose, Definitions and Abbreviations
- 13.19 Urban Stormwater Quality Management and Discharge Control

CHAPTER 13.03
UTILITY BILLING AND COLLECTION

13.03.010 Purpose

The City supplies Mills utility services for the citizens of Mills. This chapter will provide the procedures for initiating, discontinuing, billing and collection of these services.

13.03.020 Scope

This chapter shall apply to all property within the City of Mills or any property outside the City that has retail Mills utilities furnished by the City. This chapter will also apply to any water system regardless of if it is owned and operated by the City of Mills.

This chapter shall compliment other chapters of the Mills code, and City rules and regulations regarding water and sewer service.

13.03.30 Definitions

The following definitions shall apply through out Title 13 wherever they appear.

- (a) "Administrator" means the Mayor or his appointed designee.
- (b) "Applicant" means any person who desires to receive water and/or sewer service, and who will generate actual water and/or wastewater demand.
- (c) "Approved" means accepted by the administrator as meeting an applicable specification stated or cited in this chapter, or as suitable for the proposed use.
- (d) "Approved Backflow Prevention Device" means a device that has been certified by the American Society of Sanitary Engineers (ASSE), the International Association of Plumbing/Mechanical Officials (IAPMO), or the Foundation for Cross-Connection Control and

Hydraulic Research, University of Southern California (USC-FCCCHR) in accordance with state department of environmental quality water quality chapter 12 rules and regulations.

(e) "Authorized Agents" means the Mayor and his designees.

(f) "Auxiliary Water Supply" means any water supply on or available to the consumer's premises other than the supplier's approved public potable water supply. Auxiliary water may include water from another supplier's public potable water supply or any natural source(s) such as a well, spring, river, stream, etc., or "used waters" or "industrial fluids." These waters may be contaminated or polluted, or they may be objectionable and constitute an unacceptable water source of which the water supplier does not have sanitary control.

(g) "Backflow" means the flow of water or other liquids, mixtures or substances, under positive or reduced pressure into the distribution pipes of the potable water supply from any source other than its intended source.

(h) "Backflow Assembly Tester" means an individual certified to perform backflow/back siphonage device testing by the American Society of Sanitary Engineers (ASSE), or the American Backflow Prevention Association (ABPA). In addition, individuals licensed by a state certification program in the state or other states approved by the state department of environmental quality shall be considered acceptable for backflow/back-siphonage device testing, provided the individual holds a current license from the respective state certification program.

(i) "Backflow Preventer" means a device or means designed to prevent backflow or back-siphonage events from contaminating the potable water supply system and most commonly categorized as air gap, reduced pressure principle device, double check valve assembly, double detector check valve assembly, pressure vacuum breaker, atmospheric vacuum breaker, and double check with intermediate atmospheric vent.

- (i) "Air Gap" means a physical separation sufficient to prevent backflow between the free-flowing discharge end of the potable water system and any other system. "Air Gap" is physically defined as a distance equal to twice the diameter of the supply side pipe diameter but never less than one-inch.
- (ii) "Atmospheric Vacuum Breaker" means a device which prevents back-siphonage by creating an atmospheric vent when there is either a negative pressure or sub-atmospheric pressure in the water system. These devices are not suitable for protection against back-pressure events. These devices shall be installed vertically, must not have shut-off downstream, and must be installed at least six inches higher than the final outlet.
- (iii) "Double Check Valve Assembly" means an assembly of two independently operating spring loaded check valves with resilient-seated gate valves or ball shut-off valves on each side of the check valves, plus properly located test cocks for the testing of each check valve. To be approved, these devices must be readily accessible for in-line testing and maintenance.
- (iv) "Double Check Valve with Intermediate Atmospheric Vent" means a device having two spring loaded check valves separated by an atmospheric vent chamber.

- (v) "Double Detector Check Valve Assembly" means an assembly consisting of a double check valve assembly in parallel with a bypass line assembly consisting of a water meter in series with a double check valve, and two ball shut-off valves. These devices are commonly used for low hazard fire sprinkler systems.
- (vi) "Pressure Vacuum Breaker" means a device containing one or two independently operated spring loaded check valves and an independently operated spring loaded air inlet valve located on the discharge side of the check or checks. The device includes resilient-seated or ball shut-off valves on each side of the check valves and properly located test cocks for the testing of the check-valve(s). These devices are not suitable for protection against back-pressure events.
- (vii) "Reduced Pressure Principle Backflow Preventer" means an assembly consisting of two independently operating approved check valves with an automatically operating differential relief valve located between the two check valves, and resilient-seated or ball shut-off valves on each side of the check valves, plus properly located test cocks for the testing of the check valves and the relief valve.
- (viii) "Reduced Pressure Principle Detector Backflow Preventer" means an assembly consisting of a reduced pressure principle backflow preventer in parallel with a bypass line assembly consisting of a water meter in series with a reduced pressure principle backflow preventer, and two ball shut-off valves. These devices are commonly used for high hazard fire sprinkler systems.

(j) "Backpressure" means a condition in which the consumer's system pressure is greater than the supplier's system pressure.

(k) "Back-Siphonage" means the flow of water or other liquids, mixtures or substances into the distribution pipes of a potable water supply system from any source other than its intended source, caused by the sudden reduction of pressure in the potable water supply system.

(l) "Backwater Valve" means a device installed in a building sewer system to prevent reverse flow.

(m) "Best Management Practices" (BMPs) means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and education practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to the municipal stormwater conveyance system and/or waters of the state. BMPs include, but are not limited to: treatment requirements; treatment facilities to remove pollutants from stormwater; operating and maintenance procedures; facility management practices to control runoff, spillage or leaks of non-stormwater, waste disposal, and drainage from materials storage; erosion and sediment control practices; and the prohibition of specific activities, practices, and procedures and such other provisions as the City determines appropriate for the control of pollutants.

(n) "Business Office" means the City of Mills, City Hall, 704 4th St, Mills, Wyoming.

(o) "Building Drain" means that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet (one and one-half meters) outside the inner face of the building wall.

(p) "Building Sewer" means the extension from the building drain to the public sewer or other place of disposal.

(q) "City" means the governing body of the City of Mills, Wyoming.

(r) "Clean Water Act" means the Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

(s) "Combined Sewer" means a sewer receiving both surface runoff and sewage.

(t) "Commercial" means property as defined in the Mills code, Chapter 17 for business enterprises as retailers, wholesale facilities, hotels, motels, restaurants, travel-trailer parks, hospitals, and other similar business establishments. This does not imply a specific rate. This definition, for purposes of this chapter, also includes, but is not limited to, multifamily dwelling units, City houses, condominiums, apartments, schools, daycare (adult, family, and group), parks, playgrounds, historical sites, golf courses, and other similar recreational facilities.

(u) "Consumer" means any residential, commercial, industrial owner, or other user of water where the water supply is physically connected to the public potable water system.

(v) "Containment" means a method of backflow prevention which requires a backflow preventer at the water service entrance.

(w) "Contaminant" means a substance that will impair the quality of the water to a degree that creates a serious health hazard to the public or that may lead to poisoning or the spread of disease.

(x) "Contiguous" means that property that can be assumed to be in a physical position for annexation within three years from date of line extension request.

(y) "Construction Activity" means clearing and grubbing, grading, demolition, construction or excavation projects which result in land disturbance of one or more (not necessarily contiguous) surface acres. Construction activity also includes the disturbance of less than one acre of total land when that disturbance is part of a larger common plan of development or the sale is part of a larger common plan that will ultimately disturb one acre or more.

(z) "Cross-Connection" means any actual or potential connection between the public water supply and a source of contamination or pollution.

(aa) "Customer" means any person receiving City retail water and/or sewer service, either directly or indirectly, from the City water supply system and City wastewater system. The term customer, for this title, will also mean any owner or lessee of real property.

(bb) "Domestic Non-Residential Consumer" means water service connections using potable water for ordinary living processes and not for commercial or industrial uses. Examples of domestic non-residential consumers include, but are not limited to: churches, office buildings, schools, and commercial and industrial businesses with only toilet and domestic kitchen facilities (no potable water used anywhere in operations).

(cc) "Domestic Non-Residential Fire Sprinkler System" means a fire sprinkler system installed for a domestic non-residential consumer. Fire sprinkler systems installed for a domestic non-residential consumer with a water service line and meter one-inch in size or smaller may be integral to the building plumbing system if allowed by building code or be a separate fire sprinkler system. In cases where the fire sprinkler system is separate and can be accommodated by a water service line and meter one-inch in size or smaller, it shall be connected after the incoming water meter for the building.

(dd) "Domestic Septage" means the mixed liquid and solids' contents pumped from septic tanks used for receiving domestic wastewater (definition in Chapter 13.20) or wastes from sanitary convenience units

(ee) "Fixture Isolation" means a method of backflow prevention in which a backflow preventer is located to correct a cross-connection at an in-plant location rather than at a water service entrance.

(ff) "Garbage" means solid wastes from the domestic and commercial preparation, cooking and dispensing of food, and from the handling, storage and sale of produce.

(gg) "Hazard Classification" means a determination by a hazard classification surveyor as to high hazard or low hazard and the potential cause of backflow as either back-pressure or back-siphonage.

(hh) "Hazard Classification Survey" means an inspection of a premise to identify the potable water system, the location of any potential cross connections to the potable water system, the hazard of the potential backflow, the physical identification of any backflow devices or methods present and the inspection status of any backflow devices or methods. The hazard classification survey results must be recorded and certified by a qualified hazard classification surveyor.

(ii) "Hazard Classification Surveyor" means an individual who is certified by one of the following: the USC-Foundation for Cross-Connection Control and Hydraulic Research as a cross connection control specialist, the American Association of Sanitary Engineers (ASSE) as a cross connection control surveyor, a Wyoming or other state certification program approved by the state department of environmental quality, or by a water distribution system operator also certified as a backflow device tester employed by the City. Typically, the surveyor will be the City plumbing inspector and/or City public utilities water distribution staff.

(jj) "Hazardous Materials" means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial or potential hazard

to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

(kk) "Illegal Discharge" means any direct or indirect non-stormwater discharge to the storm drain system, except as exempted in Section 13.12.090 of this chapter.

(ll) "Illicit Connections" means:

- (i) Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system, including, but not limited to, any conveyances which allow certain non-stormwater discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from sinks, regardless of whether said connection had been previously allowed, permitted, or approved by a government agency; or
- (ii) Any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by the City.

(mm) "Industrial Discharge" means the discharge or the introduction of domestic pollutants from any source. This includes partial domestic and partial nondomestic wastewater, into the City's collection and treatment system (including holding tank waste discharged into the system).

(nn) "Industrial Fluid" means a fluid or solution which may be chemically, biologically, or otherwise contaminated or polluted in a form or concentration such as would constitute a health, system, pollution or plumbing hazard if introduced into an approved water supply. This may include, but is not limited to: polluted or contaminated waters; all types of process waters and "used waters" originating from the public potable water system which may have deteriorated in sanitary quality; chemicals in fluid form; plating acids and alkalis, circulating cooling waters connected to an open cooling tower and/or cooling towers that are chemically or biologically treated or stabilized with toxic substances; contaminated natural waters such as from wells, springs, streams, rivers, bays, harbors, seas, irrigation canals or systems, etc.; oils, gases, glycerin, paraffins, caustic and acid solutions and other liquid and gaseous fluids used in industrial or other purposes or for firefighting purposes.

(oo) "Mayor" means the Mayor or his appointed designee.

(pp) "Manager" means the Mayor or his designee.

(qq) "Natural Outlet" means any outlet into a watercourse, pond, ditch, lake or other body of surface or groundwater.

(rr) "New Construction" means a building, structure, facility or installation constructed at a site that will generate new water and sewer demand or any building, structure, facility, or installation which will connect to the water and/or wastewater system and which will generate actual water and/or wastewater demand.

(ss) "Noncontiguous" means that property that will, in three years or more, have the potential for annexation.

(tt) "Non-Hazardous Industrial Sump Waste" means the liquid and solids contents pumped from sumps, oil and sand interceptors, or grease interceptors receiving industrial wastes (definition in Chapter 13.20) considered non-hazardous in accordance to any state or federal criteria, guidelines or regulations developed pursuant to the Solid Waste Disposal Act, the Clean Water Act, the Resource Conservation and Recovery Act, and state statutes.

(uu) "Non-Stormwater Discharge" means any discharge to the storm sewer system that is not composed entirely of stormwater.

(vv) "One Acre" includes any land disturbance of less than one acre of total land when that disturbance is part of a larger common plan of development or the sale is part of a larger common plan that will ultimately disturb one acre or more.

(ww) "Owner" means any person who has legal title to, or license to operate or habitat in, a property upon which a cross-connection inspection is to be made or upon which a cross-connection is present.

(xx) "Rate Description" means the amount of money that will be charged for a certain service, dependent upon the kind of service received, rather than the property designation. All rates and fees shall be established by resolution of the City council.

(yy) "Permit" means written authorization issued by the City, duly executed, which authorizes the permittee to construct, install or modify the facilities as set forth in this chapter.

(zz) "Person" means an individual, partnership, firm, association, joint venture, Private Corporation, trust, estate, commission, board, private institution, utility, cooperative, or any other legal entity. This definition, for purposes of this chapter does not include any public corporation, or other political subdivisions of the state.

(aaa) "pH" means the logarithm (base 10) of the reciprocal of the concentration of hydrogen ions expressed in grams per liter of solution.

(bbb) "Pollutant" means any substance or hazardous material that causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; nonhazardous liquid, solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure (including, but not limited to, sediments, slurries, and concrete rinsates); and noxious or offensive matter of any kind.

(ccc) "Pollution" means the human-made or human-induced alteration of the quality of waters by a pollutant or waste to a degree which affects, or has the potential to affect, either the

waters for beneficial uses, the facilities which serve these beneficial uses, or results in a violation of water quality standards of the state.

(ddd) "Pressure Reducing Valve" means auxiliary equipment furnished, owned, operated, and maintained by the customer which is installed downstream of the City water meter for the purpose of reducing City water supply pressure for residential and commercial building use.

(eee) "Premises" means any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

(fff) "Private Facilities" means those systems or facilities connected or proposed to be connected to the City of Mills water distribution or sewage collection system or facilities which are not owned or controlled by the City and are generally outside of public streets, roadways, alleys and easements.

(ggg) "Projected Land Use Plan" means a general land use plan establishing boundaries for specific land uses beyond the corporate limits of the City and mutually agreed upon by the City and the county.

(hhh) "Properly Shredded Garbage" means the wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than 1.2 inches (1.27 centimeters) in any dimension.

(iii) "Public Facilities" means any part of the water distribution or sewage collection system or facilities owned or controlled by the City of Mills and which are within public streets, roadways, alleys and easements.

(jjj) "Public Sewer" means a sewer, in which all owners of abutting properties have equal rights, and is owned and controlled by the City of Mills, understood to have a manhole at each end.

(kkk) "Residential" means a property designation as listed in the Mills code, Chapter 17 including, but not limited to, single-family dwellings; moveable mobile homes; modular homes; multi-family dwelling units, such as duplexes; City houses; condominiums; apartments; churches; schools; day care (adult, family and group); parks; playgrounds; historical sites; golf course; and, other similar recreational facilities used during daylight hours. This does not imply a specific rate.

(lll) "Residential Fire Sprinkler System" means a fire sprinkler system installed for a residence having a water service line and meter one-inch in size or smaller. The fire sprinkler system may be integral to the residence plumbing system if allowed by building code or be a separate fire sprinkler system. In cases where the fire sprinkler system is separate, it shall be connected after the incoming water meter for the residence.

(mmm) "Sanitary Sewer" means a sewer, which carries sewage and to which storm, surface and ground waters are not intentionally admitted.

(nnn) "Sewage" means a combination of the water-carried wastes from residences, business buildings, and institutions together with such ground, surface and storm waters as may be present.

(ooo) "Sewage Collection System or Facility" means a sewerage system, including pipelines, conduits, pumping stations, force mains, and all other construction; devices, appurtenances and facilities used for collection or conducting wastewater to the wastewater treatment plant.

(ppp) "Sewage Treatment Plant" means any arrangement of devices and structures used for treating sewage.

(qqq) "Sewage Works" means all facilities for collecting, pumping, treating and disposing of sewage.

(rrr) "Sewer" means a pipe or conduit for carrying sewage,

(sss) "Sludge" means any discharge of any wastewater which, in concentration of any given constituent or in quantity of flow, exceeds for any period of duration longer than fifteen minutes more than five times the average twenty-four hour concentration or flows during normal operation.

(ttt) "Storm Drain" or "Storm Sewer" means a sewer, which carries storm and surface waters and drainage, but excludes sewage and industrial wastes, other than unpolluted cooling water.

(uuu) "Storm Drain System" means any publicly or privately owned facilities by which stormwater is collected and/or conveyed, including, but not limited to, any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures which are within the City.

(vvv) "Stormwater" means any stormwater runoff, snowmelt runoff, and surface runoff and drainage.

(www) "Stormwater Pollution Prevention Plan" is a document which describes the best management practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

(xxx) "Submetering" means a meter or meters which are furnished, owned, operated, and maintained by a customer, which are installed downstream of the City water meter for the purpose of proportioning Mills water and/or sewer charges between various tenants or residents.

(yyy) "Surface Waters Of The State" means all permanent and intermittent defined drainages and lakes, reservoirs, and wetlands which are not manmade retention ponds used for the treatment of municipal, agricultural or industrial waste; and all other bodies of surface water, either

public or private, which are wholly or partially within the boundaries of the state. Surface waters include all natural waterways and definite channels and depressions in the earth that may carry water, even though such waterways may only carry water during rains and storms and may not carry stormwater at and during all times and seasons.

(zzz) Suspended Solids" means a total suspended matter that floats on the surface of, or is suspended in, water, wastewater or other liquids, and which is removable by laboratory filtering,

(aaaa) Temporary Fire Hydrant Usage" means a fire hydrant used for delivering water needed for public or private works or new building construction purposes (compaction, dust control, etc.).

(bbbb) Water Distribution System or Facility" means pipelines, conduits, pumping stations, storage facilities and all other construction, devices, appurtenances and facilities used for conducting water from the water production facilities.

(cccc) Water Emergency" means any fire, flood, storm, earthquake, drought, civil disturbance or other emergency of significant magnitude, which seriously and directly affects the ability of the City to supply water to the general public, and which is a serious and immediate threat to the health, safety and welfare of the general public.

(dddd) Water Supply System" means the structures, equipment and processes owned by the City and required to collect, treat and distribute water to and for the residents of the City.

(eeee) Wyoming Pollutant Discharge Elimination System Permit (WYPDES)" means general, group, and individual stormwater discharge permits that regulate facilities located within the state of Wyoming which are, or may, discharge stormwater associated with construction activities. The WYPDES permit issued by the Wyoming Department of Environmental Quality authorizes discharge to surface waters of the state of Wyoming upon compliance with the requirements of the Wyoming Department of Environmental Quality.

(ffff) Wyoming Water Quality Standards" means the Wyoming Department of Environmental Quality published water quality rules and regulations (Chapter 1) as they may be amended from time to time.

(gggg) Residential Fire Sprinkler System" means a fire sprinkler system installed for a residence having a water service line and meter one-inch in size or smaller. The fire sprinkler system may be integral to the residence plumbing system if allowed by building code or be a separate fire sprinkler system. In cases where the fire sprinkler system is separate, it shall be connected after the incoming water meter for the residence.

(hhhh) Used Water" means the condition of water purveyors' supplied water after it has passed through the point of delivery of the customer's water system, the used water being no longer under the sanitary control of the water purveyor.

(iiii) Watercourse" means a channel in which a flow of water occurs, either continuously or intermittently.

(iii) "Water Purveyor" means the City of Mills in this chapter.

(kkkk) "Water Service Connection" means the terminal end of a service connection from the public potable water system, i.e., the point at which the water purveyor loses jurisdiction and sanitary control over the water, said point being the point of delivery to the customer's water system (service connection curb stop). There shall be no connections to the service line ahead of any meter or backflow prevention device located on the customer's water system. Service connection shall also include water service connection from a fire hydrant and all other temporary or emergency water service connections from the public potable water system.

(lll) "Sludge" means any discharge of any wastewater which, in concentration of any given constituent or in quantity of flow, exceeds for any period of duration longer than fifteen minutes more than five times the average twenty-four hour concentration or flows during normal operation.

13.03.040 New Construction

(a) Applications for new construction installations for water and sewer service shall be made to the City of Mills City Hall, 704 4th St, Mills, Wyoming between the hours of eight a.m. to five p.m., Monday through Friday (except holidays); calling the City of Mills at (307) 234-6679. All applicable charges for new services, including, but not limited to, system investment charges for new services, will be assessed at the time of application in accordance to other chapters of this Mills code and City rules and regulations regarding water and sewer service.

(b) Upon application, the minimum charge for services will be billed until the meter is installed. If water is used for landscaping before the meter is installed, the customer will be charged for twenty-five thousand gallons of water for the billing period.

13.03.050 Connection or Change of Service

(a) The property owner, tenant or agent of the owner may request changes in existing services. If a tenant occupies the property, the property owner or agent of the owner may only request changes in existing services with the written approval of the tenant.

(b) Service can be obtained by contacting the City of Mills City Hall, 704 4th St, Mills, Wyoming between the hours of eight a.m. to five p.m., Monday through Friday (except holidays); calling the City of Mills at (307) 234-6679, between the hours of eight a.m. to five p.m., Monday through Friday (except holidays). The request for service will include name of occupant, physical address, mailing address, social security number, day and night time telephone number, employer and requested date of service. The request must be made at least three working days prior to a request starting date.

(c) All new utility customers will be required to make a deposit unless they have one year of previous service with the City indicating good credit.

(d) Any new occupant, owner or agency is granted a seventy-two hour notice before services will be disconnected to allow the customer time to transfer the utilities to their name without a break in service.

13.03.060 Refusal of Service

The City reserves the rights to refuse service to any customer until all federal, state and Mills regulations governing Mills utility service have been complied with by the applicant.

13.03.070 Discontinuance of Service

(a) Service may be discontinued for nonpayment. In order to re-establish service, a delinquent turn-on fee and a deposit may be required before service is restored. If the service is to be restored during non-working hours, the fee and deposit must be in City of Mills, City Hall, 704 4th St, Mills, Wyoming, no later than ten a.m. the next working day, or service will be disconnected and additional applicable charges may be imposed. Service will not be provided if there are any outstanding bills or fees or any violations of this chapter.

(b) Customers will be charged a fee if an insufficient funds check is received by the City. The bank automatically redeposits insufficient funds checks. If an insufficient funds check has been redeposited and is returned to the City, the amount will be automatically reversed and applied to the customer's account. The customer will be responsible for any additional charges; interest or penalties accrued to the account. The unpaid balance will be subject to any interest or penalty charges associated with a past due account. The account will be subject to the City general billing and collection policy, adopted by resolution of the City council. When an account has registered two NSF checks all future utility charges will be required to be paid by cash, certified funds or money order.

(c) If water service is disconnected because of any misrepresentation, deliberate meter tampering, curb stop tampering or unauthorized connections, service may be restored after the City has received payment for water used, damages to materials, reconnection charges, proper system investment charges and other fees and costs incurred by the City.

(d) A property owner may have water service transferred to their name automatically when a tenant discontinues services or is shut-off, at the landlord's request. The landlord will remain in effect until a new property owner requests service, or the landlord notifies the City to terminate the landlord request.

(e) When water service is temporarily shut-off at the request of the customer and turned on at a later date at the request of the customer, a reconnect fee shall be charged to the customer. There will be no reconnect fee when the water service is shut-off for less than twenty-four hours for repairs to the customer's plumbing system.

13.03.080 – Rates and Classifications of Utilities

(a) All classification of users will be set by resolution of the Governing body;

(b) All rates for monthly service will be set by resolution of the Governing body;

(c) All rates for connection to the system or systems will be set by resolution of the Governing body; and

(d) All collection and billing policies for utilities will be set by resolution of the Governing body.

13.03.090 Billing

(a) All bills and notices mailed by the City will be mailed to the street addresses of the property, unless the customer has provided a different mailing address.

(b) All sewer and garbage billing will be based upon a rate definition rather than a property definition. Property may be designated as commercial in this code; however, they may be charged a residential rate for any of the utilities. Rates to be determined by resolution.

(c) Water billing will be based on meter readings. The bills shall indicate the consumption in one thousand-gallon increments.

(d) Residential and commercial sewer billing will be reevaluated each year, based on actual water usage during the billing period starting after January 1.

(e) Each and every property location will receive a separate bill.

(f) Water and sewer minimum charges are not prorated when the billing period is shorter than thirty days.

(g) Customers will be charged any applicable minimum charges for all utility services during billing periods with no water usage. Minimum charges will be established by resolution.

(h) There may be charges for additional unsubstantiated re-reads. If the meter test reveals that the customer has been over-billed by three percent or more, the customer's bill may be adjusted. If the customer has been billed correctly, or has been under billed, the City will bill the customer for the meter test. The amount billed will be determined by resolution.

13.03.100 Adjustments

(a) Sewer adjustments may be given if a leak occurred during the sewer evaluation periods.

(b) A bill may be adjusted for a water leak if the following condition applies. The usage on the customer's bill with the leak exceeds by three times the usage amount on the customer's bill for the same period one year previous. The leak adjustment is calculated at forty percent of the

difference between the current period usage and the usage billed for the same time period one year previous.

13.03.110 Credit, Payment Terms and Collection Efforts

(a) Bills will be considered delinquent if not paid twenty days after the bill date. Authorized interest and penalty charges will start accruing on this date. A delinquent notice will be mailed to the customer on or shortly after the twenty-first day after the bill date. If the bill remains unpaid ten days after the bill date, all utility services will be discontinued.

(b) If the customer's service is disconnected due to lack of payment, and remains unpaid for sixty days; the account shall be closed and turned over for collection.

13.03.120 - Temporary Fire Hydrant Usage

(a) A fire hydrant usage permit must be obtained from the City.

(b) At the time the fire hydrant usage permit is obtained, a hydrant deposit shall be paid for an auxiliary valve, wrench, meter and hose. Upon return of the valve, wrench, meter, and hose, in good condition, the hydrant deposit will be credited toward the amount due for water usage from the hydrant. If equipment is lost or damaged due to customer neglect, appropriate fees shall be charged. The Mayor or his designee reserves the right to rescind this privilege at any time.

(c) All water will be metered. Hydrant meters may be obtained from the City at a price set by resolution of the City council. The current City of Mills retail water rate will be charged for erosion control, reinstatement of vegetation of disturbed areas, compaction water, and flushing water used by developers, contractors, and others in addition to the hydrant permit.

(i) The current retail water rate will be charged in addition to the hydrant permit for all other uses, including, but not limited to, sod watering and parking lot washing. Payment and collection policies as listed in Section 13.03.090 will apply.

CHAPTER 13.04

PERMITS TO CONSTRUCT, INSTALL OR MODIFY WATER DISTRIBUTION OR SANITARY SEWAGE COLLECTION FACILITIES

13.04.010 Authority

The Wyoming Department of Environmental Quality has delegated to the City, via Wyoming Statutes Section 35-11-304, the authority to administer and enforce within its service boundaries Wyoming Statutes Section 35-11-301 (a) (iii) and (v). Specifically, Wyoming Statutes Section 35-11-301 stipulates that no person, except when authorized by permit, shall construct, install or modify any public water supply, sewage system, treatment works, disposal system or other facility capable of causing or contributing to pollution.

13.04.020 Scope

This chapter shall apply to all publicly owned or controlled water distribution facilities and sanitary sewage collection facilities within the service boundaries as agreed upon by the Wyoming Department of Environmental quality and the City.

13.04.030 Prohibitions

No person, except when authorized by permit issued pursuant to Wyoming Statutes Section 35-11-301 and this chapter, shall:

- (a) Construct, install or modify any publicly owned or controlled water distribution or sanitary sewage collection facility as defined in this chapter within the designated boundaries.
- (b) Construct, install or modify any publicly owned or controlled water distribution or sewage collection facility in noncompliance with the terms and conditions of an issued permit.
- (c) Construct, install or modify any publicly owned or controlled facility with a permit that has expired or has been suspended or revoked.

13.04.040 Permit Required

- (a) Construction, installation or modification of publicly owned or controlled water distribution and sewage collection facilities shall be allowed solely in accordance with the terms and conditions of permits issued pursuant to this chapter.
- (b) No construction, installation or modification of a water distribution or sewage collection facility as defined in this chapter shall be allowed unless a permit to construct, install or modify has been obtained from the City.
- (c) The issuance of a permit to construct, install or modify does not relieve the applicant of his responsibility to properly plan, design and construct the facility described in the application and permit conditions.

13.04.050 Application Requirements and Procedures

The following procedures will be followed in an application for the permit:

- (a) Any person who proposes to construct, install or modify a facility required to be permitted under Section 13.04.040 shall submit a written application on forms provided by the City of Mills.
- (b) The initial application for a permit must be accompanied by two complete sets of plans and specifications, design data and any additional information required by the City. After the plans and specifications have been reviewed by the City, the applicant's engineer shall make such revisions as are required and submit five revised sets for final review. All plans and specifications submitted shall carry the seal or signature of the design engineer in accordance with

Wyoming Statutes Sections 33-29-101 through 33-29-113. All plans and specifications shall conform to City of Mills Water Distribution Facilities Design Standards, City of Mills Sanitary Sewage Collection Facilities Design Standards, and the Wyoming Department of Environmental Quality, Water Quality Rules and Regulations, Chapter XI and Chapter XII. C. the City shall review every application and take final action within thirty days from the date the application is received.

(c) If an application is incomplete, additional information shall be requested in detail, or if requested, the application may be returned to the applicant. The applicant shall have ninety days to comply with the request for additional information. After this time period, if no information is submitted, the entire application shall be returned.

(d) The Mayor or his appointed designee shall promptly notify the applicant in writing of the final action taken on the application. If the conditions of the permit are different from the proposed application submitted by the applicant for review, the notification shall include reasons for the changes made.

(e) If, upon review of an application, the City determines that a permit is not required under this chapter, the Mayor or his appointed designee shall notify the applicant of this determination in writing. Such notification shall constitute final action on the application.

(f) If, upon review of an application, the City determines that a permit should not be granted, the Mayor or his appointed designee shall notify the applicant in writing of the permit denial and state the reasons for denial.

(g) If the applicant is dissatisfied with the conditions or denial of any permit issued by the City, he may request a hearing in accordance with Section 13.04.090.

13.04.060 Construction and Operation in Compliance with Issued Permit

(a) The applicant will conduct all construction, installation or modification of any facility permitted consistent with the terms and conditions of the permit. Unauthorized changes, deviations or modifications will be a violation of the permit. A new application or amended application must be filed with the City to obtain modification of a permit. No modification shall be implemented until a new or modified permit has been issued or a waiver given pursuant to Section 13.04.040B.

(b) The applicant shall request in writing authorization to utilize materials and/or procedures different from those specified in the terms of the issued permit. Such requests shall be directed to the Mayor or his appointed designee. The Mayor or his appointed designee shall consult with the Wyoming Department of Environmental Quality prior to issuing a waiver. A waiver may be granted if materials and/or procedures specified in the permit cannot be obtained or accomplished and alternative materials and procedures meet minimum standards. In order to prevent undue delay during construction, the Mayor or his appointed designee may grant a waiver orally, upon oral request, provided that this request is followed by a written request within five days.

(c) The applicant shall conduct the operation in accordance with statements, representations and procedures presented in the complete application and supporting documents, as accepted and authorized by the Mayor or his appointed designee.

13.04.070 Permit Duration, Termination and Transfer

(a) The duration of a permit issued under this chapter shall be two years from the issuance, and all construction authorized under the permit shall be completed within that period unless an extension is obtained, as provided in subsection E of this section.

(b) Permits will be issued to the official applicant of record for only the type of construction of record, and shall be automatically terminated:

- (i) Within sixty days after sale or exchange of the facility unless application for transfer is received pursuant to subsection C of this section;
- (ii) When construction is completed and final acceptance is obtained from the City. Upon final acceptance, public water distribution and public sewage collection systems or facilities shall become the property of the City;
- (iii) Upon issuance of a new permit;
- (iv) Upon written request of the permittee.

(c) Permits shall be transferred to new owners by completion and submittal of ownership transfer forms by the new owner to the City. The new owner may also submit a written request from the existing owner to transfer ownership. The City shall act by approving or denying the transfer application within thirty days after receipt of the request.

(d) Any conditions established in a construction permit will be automatically transferred to the new owner whenever a transfer of ownership of the facility is approved.

(e) A permit may be renewed where construction has not been completed by filing an affidavit with the City stating that there will not be any changes in the plans of a permitted system no less than thirty days prior to the expiration date of the permit.

13.04.080 Permit Denial

(a) The Mayor or his assigned designee may deny a permit for the following reasons:

- (i) The application is incomplete or does not meet applicable City design criteria and construction standards.
- (ii) The project, if constructed, would result in hydraulic and/or organic overloading of wastewater facilities.
- (iii) The project, if constructed, would result in public water supply demand in excess of source, treatment or distribution capabilities.
- (iv) The project does not comply with an approved state or local water quality management plan.
- (v) Other justifiable reasons.

(b) The Mayor or his assigned designee shall notify the applicant in writing the reason for denial.

(c) If the applicant is dissatisfied with the conditions or denial of any permit issued by the Mayor or his assigned designee, he may request a hearing before the City council.

A request for hearing shall be made in writing within twenty days of notification of this denial to the Mills Mayor and shall state the grounds for the request. The hearing shall be conducted pursuant to the regulations of the Mills City council and may be conducted as part of the board's regular monthly meeting.

If the applicant is dissatisfied with the actions of the Mills City council, he may request a hearing to the Mills City council.

A request for hearing shall be made in writing, within twenty days of the councils' action notification, to the Mills Mayor and shall state the grounds for the request. The City council, through its mayor, is authorized to appoint one or more hearing examiners/officers to preside at and make a record of hearings in contested cases. Such examiners/-officers shall have those powers prescribed by law and as set forth in Wyoming Statutes Section 16-3-112(B). The City council shall fix a reasonable time and place for the hearing of the appeal, such date shall not be less than ten nor more than sixty days from the date the request for hearing is filed.

The Mills City council shall render its decision following the hearing. The actions of the City council are not appealable.

13.04.090 Permit Modification

(a) During the review of an application or during construction, the City may modify a permit to construct, install or modify for the following reasons:

- (i) Changing site conditions which would prevent construction and resultant operation from compliance with City of Mills or Department of Environmental Quality rules and regulations;
- (ii) Receipt of additional information;
- (iii) Incomplete application on review items where the engineer/applicant agrees with the modification;
- (iv) Review items not in compliance with minimum standards where the engineer/applicant agrees with the modification;
- (v) Any other reason necessary to effectuate the purpose of the applicable statutes, standards or regulations.

(b) The Mayor or his assigned designee shall notify the applicant by registered or certified mail of its intent to modify the permit.

(c) Such notification shall include the proposed modification and the reasons for modification and time frame to have modifications constructed, installed or operational. Modification requirements shall be implemented before construction of a facility is completed.

(d) The modification shall become final within twenty days from the date of receipt of such notice unless within that time the permittee requests a hearing in accordance to Section 13.04.080(c).

(e) A copy of the modified permit shall be forwarded to the applicant as soon as the modification becomes effective.

13.04.100 Permit Suspension and/or Revocation

(a) Any permit issued hereunder may be suspended and/or revoked.

(b) Any permit issued hereunder may be suspended when the Mayor or his designee has a reasonable suspicion that the public health, safety or welfare will be endangered by a continuation of the project. Any such suspension shall last for no longer period than is necessary to conduct an expedited hearing before the City council, or a hearing examiner designated by the council for that purpose. The question at such hearing to be whether the permit should be revoked.

(c) Before a permit may be revoked, the applicant shall be given an opportunity to show compliance with all lawful requirements for the retention of the permit.

(d) The Mayor or his assigned designee may revoke a permit before the construction of a system is completed for the following reasons:

- (i) Noncompliance with the terms of the permit;
- (ii) Unapproved modifications in design or construction;
- (iii) False information submitted in the application;
- (iv) Changing site conditions which would result in violations of applicable regulations;
- (v) Any other reason necessary to effectuate applicable statutes, standards or regulations.

(e) The Mayor or his assigned designee shall notify the applicant by registered or certified mail of his intent to revoke the permit.

(f) The notification shall include the reasons for revocation. The revocation shall become final twenty days from the date of receipt of the notice, unless within that period of time the applicant requests a hearing in accordance to Section 13.04.080(C).

13.04.110 Enforcement

The City shall use any or all of the following methods to achieve compliance with this chapter.

(a) Any person who constructs, installs or modifies a water distribution or sewage collection facility without the proper permit to construct, install or modify shall immediately cease such construction upon notification by the Mayor or his assigned designee and obtain the proper permits.

(b) Any person who constructs, installs or modifies a water distribution or sewage collection facility in nonconformance to the issued permit to construct, install or modify shall immediately cease such construction upon notification by the City. The Mayor or his assigned designee may revoke the permit, in accordance with Section 13.04.100.

(c) The Mayor or his assigned designee may recommend to the City building inspector to deny or revoke building and occupancy permits in areas served by the facilities in question.

(d) The City reserves the right, in the event of noncompliance of its rules and regulations, to physically disconnect the water distribution or the sewage collection facility from its existing systems. The owner or developer shall be responsible for all costs associated with disconnecting and reconnecting the facilities.

(e) The City has been given the authority to request that the Attorney General or the County Attorney for Natrona County enforce the permit to construct, install or modify program pursuant to Wyoming Statutes Section 35-11-901 in the event a violation occurs.

(f) Any person violating the terms of this chapter is guilty of violating a City ordinance and may be charged in Mills court. Each day a person is in violation of any section of this chapter shall constitute a separate offense. A conviction under this chapter may be punished by a fine of up to seven hundred fifty dollars or six months imprisonment, or both.

CHAPTER 13.05
WATER AND SEWER SERVICE

13.05.010 Purpose

The purpose of this chapter is to assure that retail customers of the City of Mills adhere to certain requirements and responsibilities concerning water and sewer service lines, water meters, pressure-reducing valves, and backflow prevention devices.

13.05.020 Scope

(a) This chapter shall apply to all lands within the City of Mills or outside the City of Mills within its environs being serviced by retail water or sewer service by the City of Mills.

(b) This chapter shall compliment other chapters of the Mills Code and City rules and regulations regarding water and sewer service.

13.05.030 General-Responsibilities

(a) By accepting water and/or sewer service, the customer shall be deemed to have granted to the City and its designated representatives, permission to enter the customer's or property owner's premises at all reasonable times for the purpose of installing, replacing, reading, operating, inspecting, testing, repairing or removing any or all of the material or equipment belonging to the City including, but not limited to, water service lines, water service line shut-off valve, water meters, remove readout device, and automatic meter reading equipment or for the purpose of ensuring that a customer is in compliance with the Mills Code, ordinances, rules and regulations. By accepting water and/or sewer service, the customer shall be deemed to have granted to the City and its designated representatives permission to enter the customer's or owner's premises at all reasonable times to operate, test, and inspect customer's valves, cross connection control devices, and pressure reducing valves.

Provided however, nothing herein contained shall allow or authorize the City, except during a bona-fide emergency, to enter a customer's residence or building being supplied City water or sewer service without the prior permission of the owner. In the event permission is unreasonably denied, the City shall have the absolute right to discontinue any such water or sewer service as provided in Section 13.05.060(E) of this chapter.

(b) City houses may use a common water service line, a single City water meter, and a common sewer service line. However, in such situations, the City will not furnish, install, maintain, or read individual City house unit water service lines and sub-meters.

As an alternative, separate water and sewer service lines and meters are also acceptable for City houses. Individual City house water service lines may be connected into one service line extending to the water main if a shut-off valve exists on the one service line extending to the water main, and all individual water service shut-off valves are located in the front lot utility easement.

(c) The water service line (three-fourths inch through two inches) from the water main to and through the shut-off valve, generally located behind the curb walk within the front lot utility easement, shall be owned, operated, and maintained by the City. Water service lines three-inch and larger shall generally have the shut-off valve (owned by the City) located at or near the water main. The physical connection, on the downstream side of the shut-off valve, and the service line leading into and through the establishment receiving water service shall be owned, operated, and maintained by the customer.

(d) Water service lines for fire suppression or private fire hydrants shall generally have the shut-off valve (owned by the City) located at or near the water main. The physical connection, located on the downstream side of the shut-off valve, and the fire suppression or private fire hydrant service line leading to and through the establishment receiving fire suppression water service shall be owned, operated, and maintained by the customer.

(e) No person, except authorized City employees, shall turn on or off any water supply at City owned shut-off valves without the permission of the City.

If a City owned shut-off valve is turned on by a customer or at the customer's direction without the permission of the City, and the valve or appurtenances are damaged, all costs to repair such equipment shall be billed to the customer by the City, and the customer shall be solely liable and responsible for such costs.

(f) It shall be the responsibility of the customer to maintain the water service line, fire suppression line, or private fire hydrant line from the shut-off valve into the premises receiving water service. In case of failure by the customer to repair any leak occurring in his water service line, fire suppression line, or private fire hydrant line within forty-eight hours after verbal or written notice has been given to the customer, the water will be shut off by the City and will not be turned on until the repairs have been made and the appropriate turn-on charge has been paid. When the waste of water is considered excessive, or when damage is likely to result from the leak, the water will be turned off if the repair is not proceeded with immediately upon the giving of such notice by the City. The City shall also charge the customer the cost of the wasted water. The

determination of wasted water being excessive or damage likelihood shall be made at the sole discretion of the City.

The City shall not be liable for any loss or damage of any nature whatsoever caused by any defect in customer's water service line, fire suppression line, private hydrant line, or customer's equipment located on the real property of the customer. The customer shall be solely responsible for inspecting its service line, plumbing, and equipment.

(g) For polyvinyl chloride (PVC) sewer mains, the City's ownership, operation, and maintenance responsibility for sewer services shall cease at the sewer saddle wye or tee on the sewer main. The connection between the PVC sewer saddle and the sewer service line shall be the responsibility of the customer. The sewer service line from the sewer saddle wye or tee into the premises receiving sewer service shall be owned, operated, and maintained solely by the customer.

For vitrified clay (VCP) sewer mains, the City's ownership, operation, and maintenance responsibility for sewer service shall cease with the sewer main. All directly connected hubs on VCP sewer mains shall be the ownership, operation, and maintenance responsibility of the customer. If a VCP or PVC sewer saddle wye or tee has been installed on a vitrified clay main, the sewer service line serving the premises receiving sewer service shall be owned, operated, and maintained solely by the customer.

(h) Water from the City's water supply system shall only be used on the customer's premises and no other premises unless authorized by the City.

(i) No physical connection between the City's domestic water system and private irrigation wells will be permitted.

(j) No physical connection between another water supply and the City's distribution system will be permitted unless approved in writing by the City with appropriate cross connection control. The customer must meet all requirements of Chapter 13.17, Cross Connection and Backflow Control of the Mills Code.

(k) The City does not undertake or agree to furnish or supply continuous uninterrupted water or sewer service to its customers and shall not be liable for any deficiency or failure in the supply of water to customers or to the receiving of wastewater from customers whether occasioned by shutting the water off for the purpose of making repairs or connections or from any other cause whatsoever. In the case of fire, or alarm of fire, water may be shut off to insure supply for firefighting. During construction or the making of repairs that may affect the City's water system, water may be shut off at any time for as long period as necessary to complete any such construction or repairs.

(l) Existing water and sewer service lines, which service more than one lot, or more than one building, shall be the ownership, operation, and maintenance responsibility of the customers using the service lines.

(m) When a building is erected on the site where an old building has been demolished or removed, the existing water service line may only be reused if inspected and approved by the City. Lead or iron water services will not be approved for reuse.

Abandoned water service lines must be plugged at the water main and the shut-off box removed. The customer shall be responsible for all trenching, excavation, backfilling, compaction, and restoration of the surface to the same or better condition as it existed prior to the excavation. The City shall perform the work to plug the water main at no charge to the customer once the trench is excavated and the water main exposed.

(n) When a new building is erected on the site where an old building has been demolished or removed, the existing sewer service may only be reused if inspected and approved by the City. Existing "Orangeburg" sewer service lines shall not be approved for reuse. If it is necessary to install a new sewer service, the customer must plug the old sewer service at the property line.

(o) All water piping, pressure reducing valves, customer backflow preventers, expansion tanks, pressure relief valves, pits, or vaults associated with metering equipment, shall be the sole responsibility of the customer. The customer is responsible for the shut-off valves located on each side of the water meter. The City shall own, operate, and maintain the water meter and remote reading devices.

(p) It shall be a misdemeanor for any unauthorized person to or in any way interfere with, tamper, or otherwise damage any metering equipment owned by the City.

(q) Frozen Water Service Lines. Customers with frozen water service lines shall contract a private contractor for thawing out the service. If the private contractor's efforts are unsuccessful, the customer may contact the City for help in thawing his/her water service line. The City will place the customer on a priority list for service line thawing. At its discretion, City staff shall use either an electric welding device or a hot water thawing device to try to thaw the customer's service. The City does not assume, and shall not be liable to the customer for any damage to property or persons caused directly or indirectly by the thawing of the customer's service line. No such thawing work on a customer's service line will be performed until the customer has executed a full liability release in a form acceptable to the City. Following the thawing of the water service line, the customer shall continuously run water in order to prevent another frozen service line. Customers who let their service lines re-freeze shall be placed at the bottom of the priority list for customer service line thawing and shall be charged all costs for thawing the service line the second and subsequent times. The customer, each time, shall fill out and sign a new full liability release for thawing the water service line. If a private contractor's efforts can affirmatively demonstrate to the satisfaction of the City, that the freeze-up occurred between the water main and the City owned shut-off valve, the City may reimburse the customer for a percentage of the private contractor's work dependent upon City council action at that time

(r) Wintertime Water Usage to Prevent Water Service Line Freeze-Ups. At such time that City staff believes that shallow water service line freeze-ups may occur (dependent upon weather conditions, existing frost penetration, existing service line freeze-ups), it shall make its best efforts to contact known addresses with shallow service lines to recommend the continuous running of water in order to prevent the service line from freezing up. Notification of the customer shall be attempted by phone and, if the customer is not contacted by phone, then city staff shall leave a note on the residence. The City does not assume, and shall not be liable for any failure to notify customers pursuant to this section. Under no circumstances shall the provisions of this

chapter be considered as a waiver by the city of the liability limits or immunity as otherwise set forth in the Wyoming Governmental Claims Act, W.S. § 1-39-101, and the City specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act. The City may, in its sole discretion, grant a customer a credit for the cost of water used to prevent service line freeze-ups on a case-by-case basis. Customers who let their service line freeze after being notified by City staff that they need to run water to prevent freeze-up shall thereafter be subject to the provisions of subsection Q of this section.

(s) Sewer System Backwater Valves. If the City determines that a customer has the potential to have a sewer system backup, a backwater valve shall be installed by the customer at his/her cost.

Sewer system backwater valves for customer sewer systems shall be installed in accordance to the City's Uniform Plumbing Code.

13.05.050 New Construction

(a) Each lot shall have separate water and sewer service lines, water meter, and shut-off valve serving it and no other lot. Water service shut-off valves shall generally be located at the property line or within the front lot utility easements.

(b) Any applicant who desires a water and/or sewer connection generating water or wastewater demand shall pay water tap charges, water service line charges, water meter charges, sewer tap charges, special subdivision charges, and other ancillary charges as appropriate in the manner set forth in this title and as set forth by resolution of the City. Special subdivision charges and recapture charges shall be paid and calculated in the manner set forth in the applicable subdivision agreement or water and sewer contract with the developer.

(c) No building permit for water or wastewater connections generating water or wastewater demand, which is required to pay water tap charges, water service line charges, water meter charges, sewer tap charges, special subdivision charges, and other ancillary charges pursuant to this title shall be issued by the City until the charges required by this title have been paid.

(d) All existing water and sewer connections that may need new water service lines, water meters, new sewer taps, or other services shall pay the appropriate charges prior to receiving the service.

(e) Customers Are Responsible For All New Water Service Lines. The City does not guarantee that a water service line is extended into a lot. If there is no water service connection into the lot or parcel of land, the City shall install, at the cost of the customer as covered by fees set forth by resolution, a corporation stop on the main, the water service line from the water main to the customer's property, the shut-off valve, and the service box. All trenching, excavation, backfilling, compaction, surface restoration and related matters shall be performed by and at the cost and expense of the customer.

(f) Customers Are Responsible For All New Sewer Service Lines. The City does not guarantee that a sewer service line is extended into a lot. If there is no sewer service connection into the lot or parcel of land, the City shall install, at the cost of the customer as covered by fees

set forth by resolution, a sewer service saddle on the sewer main. The customer must then install the sewer service line from the saddle leading from the sewer main to the customer's property. All trenching, excavation, backfilling, compaction, surface restoration and related matters shall be performed by and at the cost and expense of the customer.

(g) All unused water and sewer service lines must be properly plugged and abandoned by the customer.

- (i) Unused water service lines must be removed at the water main and the water main connection plugged. The customer must excavate and carefully expose the water main and the City will plug the water main connection at no charge to the customer.
- (ii) Unused sewer service lines must be plugged by the customer at the property line.
- (iii) All trenching, excavation, backfilling, compaction, surface restoration and related matters associated with water or sewer service line abandonment shall be performed by and at the cost and expense of the customer.

(h) The water service line serving a building generally must be the same size as the water meter. The only exceptions are long service lines (over one hundred feet) and areas of low pressure (less than forty-five pounds per square inch). Exceptions must be approved by the City in writing.

(i) All plumbing and equipment of the customer, including outside hose bibs and irrigation systems shall be connected, at the expense of the customer, to the service piping in such a manner that all water used by the customer shall pass through the meter.

(j) It is the responsibility of the customer of the property serviced to maintain the service box for the shut-off valve in a plumbed and operable condition, flush with the ground level at all times. In the event the customer fails to restore the service box and the shut-off valve in a plumbed and operable condition within ten days after written notice from the City, the City may make the necessary repairs to bring the service box and shut-off valve plumb, operable, and flush with the ground level, the cost of which shall be the responsibility of the customer, which will be billed to the customer by the City.

(k) Pressure reducing valves are required for residential and commercial buildings, which make new connections to the City's water system if the static pressure is over sixty-five pounds per square inch.

13.05.060 Water Meter Installations

(a) General.

- (i) All water meters, two inches and smaller, except sub-meters, are to be installed by the City. Licensed plumbers shall install all other piping (and meters larger than two inches necessary for the installation in accordance with this title and the City Plumbing Code. All water meters (except sub-meters) shall be purchased from the City.

- (ii) The customer shall provide a suitable location in the building which is acceptable to the City where the City water meter is easily accessible and convenient for the installation, reading, operation, protection, and maintenance of the meters and equipment in accordance with requirements of the City, which, in all instances must protect the water meters from freezing.
- (iii) Meter pits shall be required for manufactured homes, mobile homes, and other special circumstances approved by the City, and shall be located generally within the front lot utility easement behind the shut-off valve. The customer shall own and maintain meter pits.
- (iv) Meter installations in outside vaults must have prior written authorization from the City. Evidence must be provided showing that it is not practical to place the meter inside a building. Plans shall be submitted to the City for all outside meter vaults.
- (v) The City is responsible for the operation and maintenance of the meter and remote reading device for residential services. All other valves, piping, meter pits, vaults, backflow preventers, pressure reducing valves, etc. are the responsibility of the customer to own, operate, and maintain.
- (vi) All building fire protection systems one and one-half-inch or less in size shall be installed after the City meter serving the building. The fire protection system shall be provided with a backflow preventer. Building fire protection systems for single family dwellings which are integral to the building plumbing system as allowed by City Building Code do not require a backflow preventer. Building fire protection systems two-inch or larger in size shall have a separate service line from the main. No meter will be needed; but, a backflow preventer will be required for fire protection systems two-inch and larger.

(b) Sizing.

Water Meters Shall be Sized in Accordance with the Following Table:

Size	Maximum Peak Flow Allowable - Gallons Per Minute (GPM)
¾ inch	15 GPM
1 inch	25 GPM
1½ inches	50 GPM
2 inches	100 GPM
3 inches	200 GPM
4 inches	450 GPM
6 inches	950 GPM
8 inches	1,550 GPM
10 inches	2,450 GPM

- (c) **Meters Up to Two Inches (See Figure 1 at the end of this chapter).**
- (i) The water service line installed from the water main to the meter shall be brought up through the floor in a vertical position. An approved valve must be installed where the service line enters the building, about twelve inches above the floor. An approved valve shall also be installed on the outgoing side of the meter immediately adjacent to the meter.
 - (ii) The meter shall be located so that the bottom of the meter is from six inches to eighteen inches above the finished floor line and shall be installed in the horizontal position. The meter shall be set in a laundry area, furnace room, or other area not normally considered as living area. The meter shall not be installed in crawl spaces or other areas of inconvenient access.
 - (iii) Meters up to and including one inch may be supported by the piping. All others must be supported by a suitable mounting bracket, blocking, or metal stand.
 - (iv) Meters shall be installed within four feet of a floor drain, when available, unless an alternate location is approved by the City.
 - (v) Clearances for accessibility to the meter must be provided. Normally an area two feet by two feet is required with a clearance of at least twelve inches on both sides of the meter. Adequate access, as determined by the City, to the meter location is also required.
 - (vi) Meters must be installed inside the building in a heated area.
 - (vii) Any connection to the service before the meter or any by-pass around the meter is prohibited. Unless specifically allowed by the City, by-passes around the meter will not be allowed. Any customer who is found with an illegal by-pass around the meter shall immediately have his water service turned off until the by-pass is removed.
 - (viii) Valves before and after the meter shall be gate, globe, angle, or ball valves made of brass, copper, or other City approved materials up through two inches in size.
 - (ix) Automatic meter reading equipment will be installed near the meter inside the residence, or at a suitable location outside the building.
 - (x) Meter pits may be allowed for two-inch and smaller meters. Frost-proof coil meter pits must be used for all manufactured homes or mobile homes. The meter pit shall generally be installed within the front lot utility easement behind the water service line shut-off valve. Meter pits, including lids, located in sidewalks or paved areas must be specifically designed to accommodate AASHTO H-20 traffic loading. The customer shall own and maintain the meter pit. Meter pits and setters shall be pre-fabricated and must be designed for cold weather conditions. Automatic meter reading equipment, suitable for meter pits, will be installed. (See coil meter pit detail — Figure 3 at the end of this Chapter.)
- (d) **Meter Setups Three Inches and Larger (See Figure 3 at the end of this chapter).**
- (i) The same general requirements apply for installation as for smaller meters. Meters should be installed in a mechanical room of the building, near a floor

- drain, if available, and in a horizontal position. Valves must be installed on both sides of the meter.
- (ii) All meters larger than two inches must have at least thirty-six inches clearance above the meter, eighteen inches below the meter, and eighteen inches clearance on the sides. The piping must include couplings or other arrangement to provide for easy removal of meters.
 - (iii) A minimum straight distance of ten pipe diameters is required upstream of each meter setup larger than two inches, unless an approved strainer is used.
 - (iv) All meter setups, three inches and larger, shall have a two-inch test plug on the discharge side to allow for meter testing. This test plug shall be placed before the valve on the customer side.
 - (v) A compound meter, a single-jet meter, or a parallel turbine-displacement meter setup (if a bypass is absolutely needed by the customer) may be used for three-inch and larger services. Magnetic flow meters may be used for services six inches and larger.
 - (vi) Turbine meters alone may be used for irrigation-only services if approved by the City.
 - (vii) Check valves used in the parallel turbine-displacement meter setup shall be internal spring loaded check valves. They shall have a cast iron body, stainless steel five-pound springs, stainless steel hinge pins and stops, Teflon spring and hinge bearings, and Buna-N or equal seals.
 - (viii) Three-inch valves may be gate, globe, angle or ball valves made of brass, and copper or other approved material. Gate valves meeting AWWA C500 or C509 or butterfly valves meeting AWWA C504 are also acceptable for three-inch valves.
 - (ix) All valves four-inch and larger shall be gate valves meeting AWWA C500 or C509 or butterfly valves meeting C504.
 - (x) All meters, valves, and piping must be supported by suitable blocking or metal stands.
- (e) Meter Vaults (See Figure 4 at the end of this chapter).
- (i) The same general installation requirements for meter setups (subsections C and D of this section) apply to meter vault installations. Vaults must meet the following requirements:
 - A. Vaults must be constructed of reinforced concrete with a minimum depth of seven feet floor to ceiling. The minimum length and width shall be four feet. The floor must be concrete and the entire vault must be watertight and insulated as necessary. A floor drain to daylight or a dry sump is necessary.
 - B. Separate water services (and meters) for irrigation only purposes are not permitted in outside vaults, except for public parks, City house developments and other special circumstances, specifically approved by the City.
 - C. The meter setup must have eighteen-inch clearance to the floor and eighteen-inch clearance on all sides.

- D. The piping must include couplings or other arrangements to provide for easy removal of the meter.
- E. Valves must be provided on both sides of the meter, inside the vault, and with sufficient clearance for operation and maintenance.
- F. All meters, valves, and piping must be supported by suitable blocking or metal stands.
- G. A suitable locking hatch will be provided in one corner of the vault for access. The hatch must be provided with hold up arms. Manhole castings are not acceptable. Minimum size shall be a twenty-four-inch opening. Aluminum steps or ladder shall be provided.

(f) Submetering. Sub-meters are meters downstream of the City water meter installed for the purpose of proportioning Mills water/wastewater charges between various tenants or residents.

- (i) Customers desiring one or more sub-meters for various tenants or residents shall furnish, install, maintain, read, and bill on such meters at their own expense.

13.05.060 Water Meter Maintenance

(a) General. The City shall own, operate and maintain all water meters, remote readout devices and automatic meter reading equipment. Clearances for accessibility to the meter must be provided by the customer in accordance to Section 13.05.050 of this chapter.

(b) Should damage result to metering equipment; including water meters, remote readout devices and automatic meter reading equipment, from molestation or willful neglect by the customer, the water service may be discontinued. In addition to other costs of discontinuing the service, the City will repair or replace such equipment and bill the customer for all costs incurred, for which the customer shall be solely liable.

If a meter is damaged due to freezing, repair costs shall be billed to the customer in accordance to fees set by resolution for the first freezing incident, and each succeeding incident during a three-year period.

Repair of larger meters (one and one-half-inch and larger) damaged by freezing may require additional costs to be assessed to the customer.

(c) When a customer makes a complaint that the Mills water/wastewater charges for any particular billing period are excessive, the City shall, upon request, have the water meter reread. If the customer remains dissatisfied and desires that the meter be tested, the City shall then test the meter for accuracy. The City shall test the meter once every three years at no cost to the customer. The customer may be present when such test is made.

In the event that the meter test shows an error of over three percent of the water consumed in favor of the City, a correctly registering meter will be installed, with a possible water and sewer bill adjustment. Such adjustments shall not be retroactive for more than one year without specific approval of the City council. The minimum charge, or base charge, will not be affected.

If the customer desires the meter to be tested greater than once every three years and the test shows accurate measurements of water, or an error in favor of the customer, the customer shall be billed to cover the expense of making the meter accuracy test.

(d) When the water meter fails to register for any period and the reason for the malfunction is beyond the reasonable control of the City, the City may estimate the charge for Mills water and wastewater service during the period in question.

(e) The City may inspect, test, repair, or replace the water meter, water service line shut-off valve, remote readout device, and automatic meter reading equipment at any reasonable time, as provided in Section 13.05.030(A) of this chapter. The City may shut off the water service to a customer who denies the City access to the above described equipment for any such test, repair or replacement, and the City may further temporarily shut off water service to a customer for the purposes of any such repair or replacement.

(f) It is prohibited for any person to bypass or tamper with the water meter. If the meter seal is broken, or the working parts of the meter have been tampered with, or the meter has been damaged or bypassed, the City will, in addition to any other penalties provided by law, estimate the time of period the tampering took place and will render an estimated bill for that time period to the customer involved. The City will also bill the customer for the full cost of repairing such damage to the meter and accessories, and may refuse to furnish water until the customer's account is paid in full.

(g) A customer requesting relocation of a water meter shall bear all costs associated with relocating the water meter, remote readout device, automatic meter reading equipment, dual check valve, and expansion tank.

(h) The customer shall, at his/her expense, keep his/her outside meter pit or vault and appurtenances in good repair, readily accessible, and in a safe and useable condition at all times. Failure to do so shall be deemed just cause to discontinue water and wastewater service to the customer.

13.05.070 Pressure Reducing Valves

(a) Pressure reducing valves will be required for new residential and commercial buildings inside the City of Mills where the static pressure is greater than sixty-five pounds per square inch. Their purpose is to save water and reduce wastewater flow.

(b) The valve shall be located on the discharge side of the water meter after the shut-off valve and a minimum of four pipe diameters from the shut-off valve. All inside house fixtures must be served by the pressure-reducing valve. Outside hose bibs and outside landscape irrigation connections may be left at full main pressure if desired.

(c) The pressure-reducing valve, if required in conjunction with a backflow prevention device, shall be installed downstream of the backflow prevention device.

(d) The pressure-reducing valve shall be set to limit inside house pressure to a maximum of sixty-five pounds per square inch.

(e) Pressure-reducing valves must be approved by the City building inspection division.

13.05.080 Backflow Prevention Assemblies

(a) General. Backflow prevention assemblies will be required for new residential and commercial buildings will be required by the City and for any service which could conceivably contaminate the City's water system in the event of back pressure or back-siphonage in accordance with the requirements of Chapter 13.17, Cross Connection and Backflow Control of the Mills Code.

(b) This installation may be in addition to those assemblies required by the Uniform Plumbing Code for internal building plumbing.

(c) Backflow prevention assemblies shall be furnished and installed by, and at the expense of, the customer. Auxiliary equipment needed to prevent internal pressure build-up such as expansion tanks, pressure relief valves, etc. shall be installed by, and at the expense of, the customer.

(d) Customers shall be responsible for ownership, operation, and maintenance for all backflow preventers.

(e) Backflow prevention assemblies shall be installed immediately downstream from the water meter. Approved valves shall be installed on each end of the backflow preventer (except for atmospheric vacuum breakers and dual check valve backflow preventers) at the expense of the customer.

(f) All requirements for water meter installations also apply to backflow prevention assemblies. The City shall be allowed to test these devices for adequacy at any time.

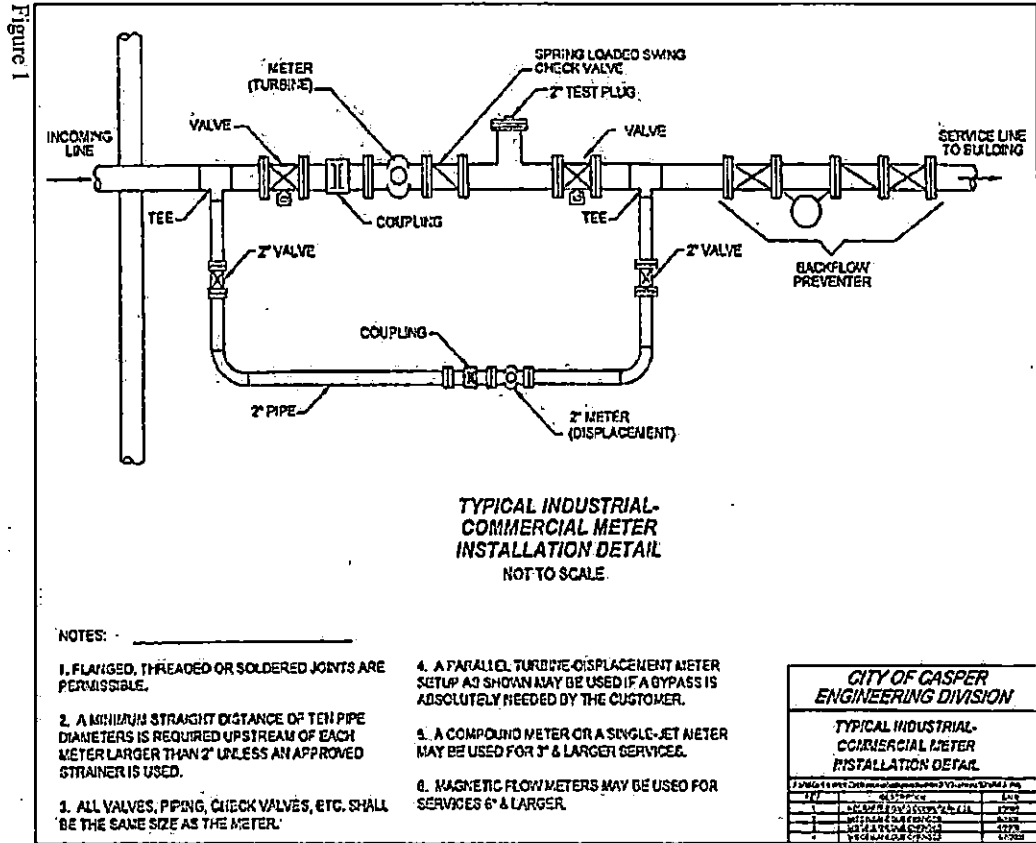
(g) All backflow preventers must be installed near a suitable floor drain, unless an alternate location is approved by the City. Drains for reduced pressure backflow prevention assemblies must be sized to accommodate the probable discharge from the assembly. Drains, specifically installed for reduced pressure backflow prevention assemblies, can be plumbed to daylight.

(h) All backflow prevention assemblies required shall be a model and size approved by the City. These assemblies shall be certified by:

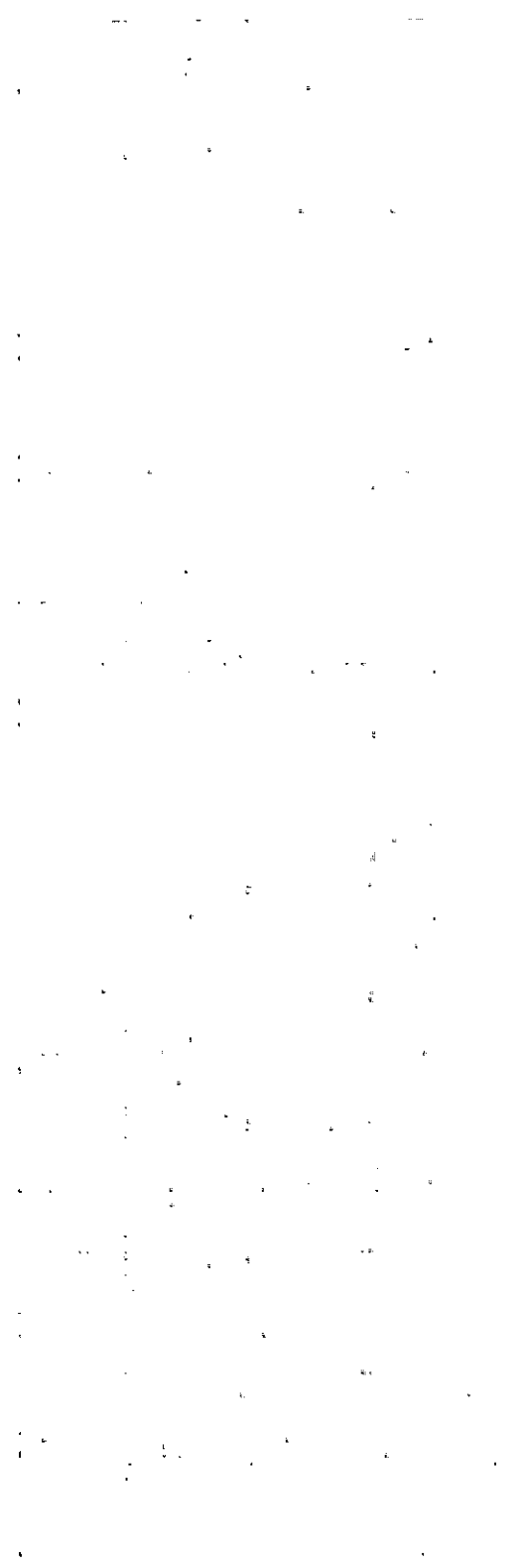
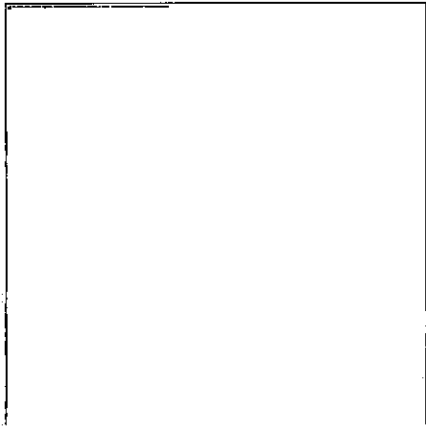
- (i) American Society of Sanitary Engineers (ASSE); or
- (ii) International Association of Plumbing/Mechanical Officials (IAPMO); or
- (iii) Foundation for Cross Connection Control and Hydraulic Research; University of Southern California (USC-FCCCHR).

13.05.090 Severability

If any section, subsection, sentence, clause, or phrase of this chapter is for any reason held to be unenforceable, invalid or unconstitutional by any court of competent jurisdiction, such portion



shall be deemed a separate, distinct and independent provision and such holdings shall not affect the validity of the remaining portions of this chapter.



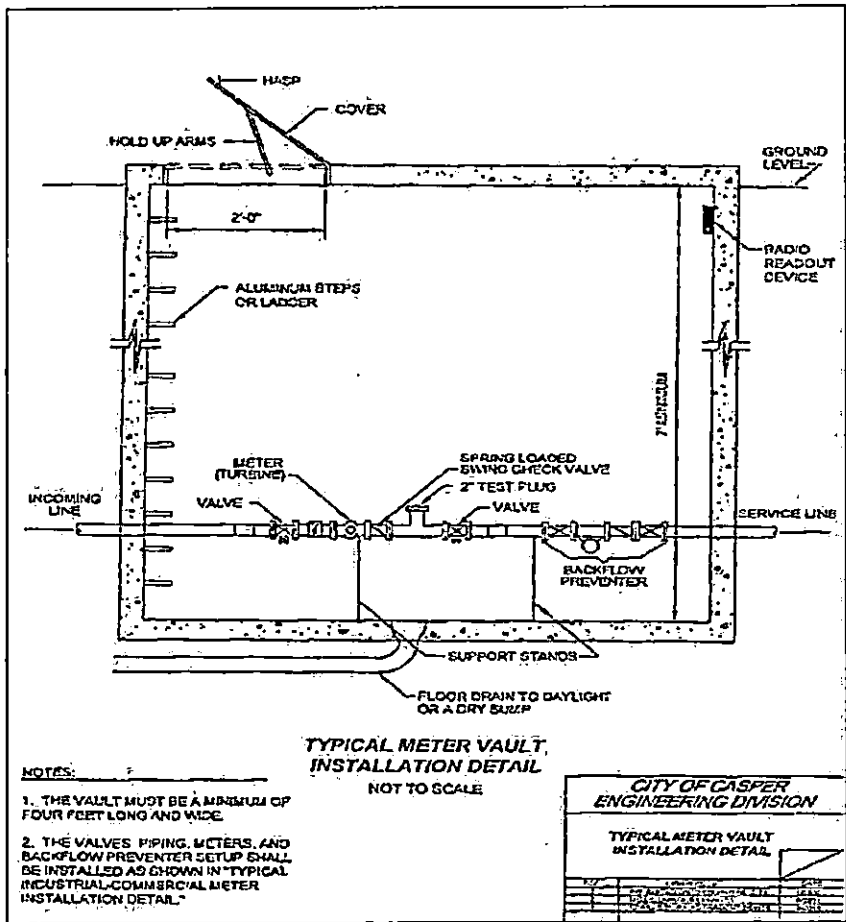


Figure 2

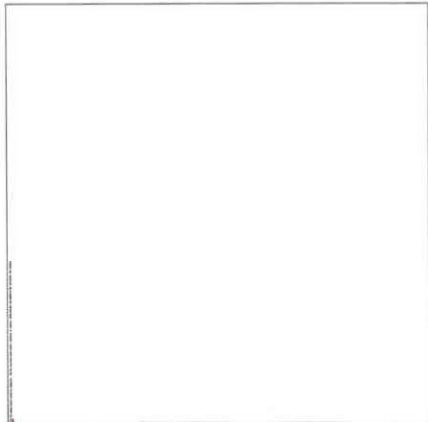
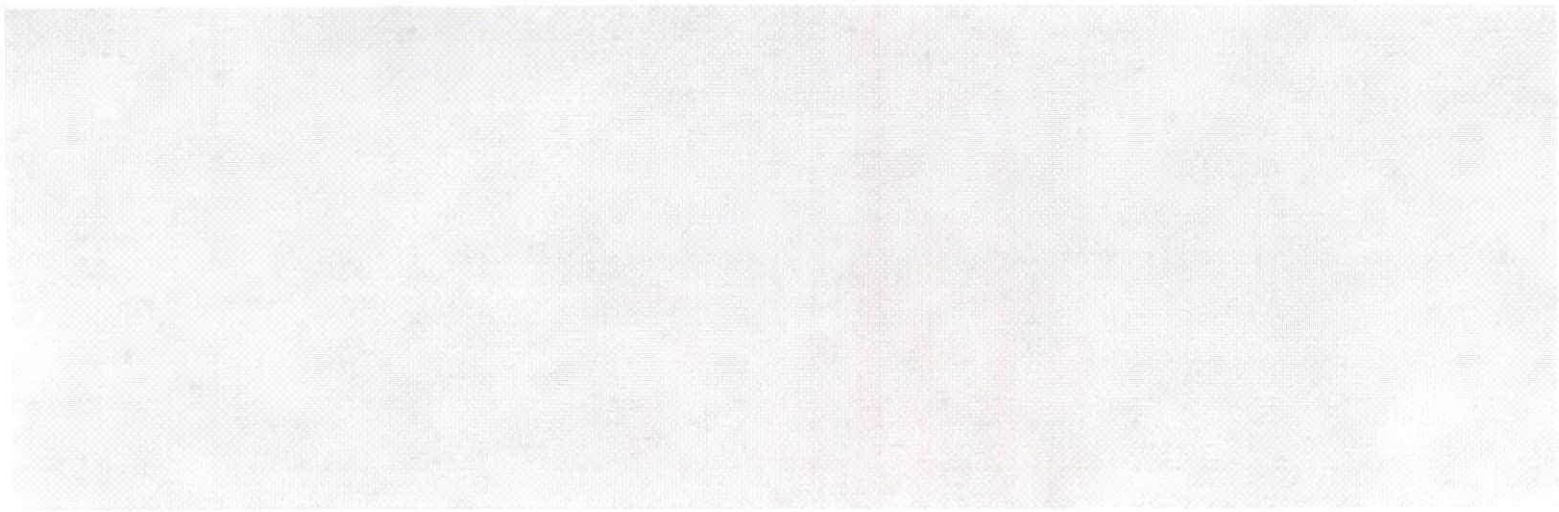
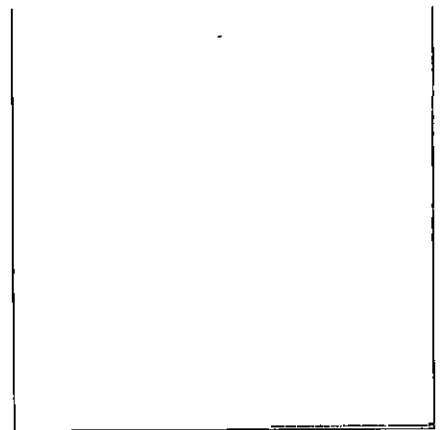


Figure 3

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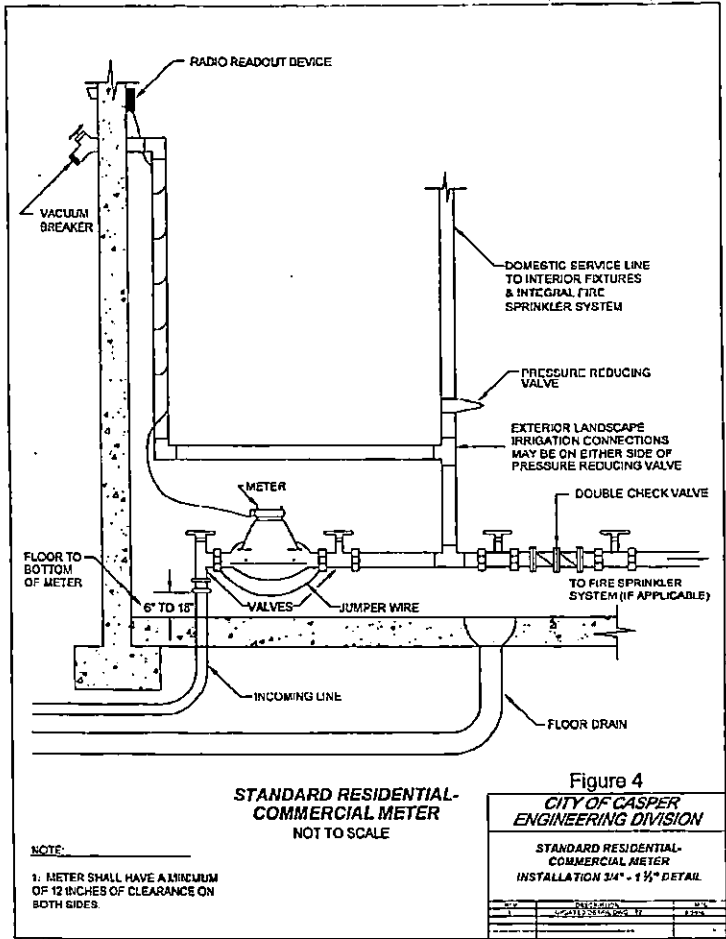


Figure 4

CHAPTER 13.08
WATER USE REGULATIONS

13.08.010 Purpose

The following provisions shall govern water use in the City of Mills.

13.08.020 Unlawful Activities Designated

It is unlawful and a violation of this chapter for any person, firm or corporation, either alone and/or in consort with others, to do any of the following:

- (a) To use water from the water supply system unless a valid application for service has been approved and all applicable fees and charges paid for said service;
- (b) Turn on any water supply at the stop-box without a valid permit issued by the City, or its authorized agents, unless said person is an authorized City employee;
- (c) Use water from the water supply system or permit water to be drawn therefrom, unless the same is metered by passing through a meter supplied or approved by the City, or its authorized agents, or a hydrant-use permit has been obtained, except for the extinguishment of fires or said person using said water is an authorized City employee who is engaged in authorized Mills work;
- (d) Refuse to give permission to the City, or its authorized agents, to enter the person's, firm's or corporation's premises, where the service is being received, at all reasonable times for the purpose of installing, reading, operating, inspecting, repairing or removing any or all of its apparatus used in connection with the supply and metering of water;
- (e) Operate fire hydrants or interfere in any way with the City water system without obtaining a permit, unless said person is an authorized employee of the City who is engaged in authorized Mills work;
- (f) Tap any distribution main or pipe of the water supply system or operate any valve or make any connection to such system, unless said person, firm or corporation is authorized by the City, or its authorized agents, to do so, or is employed by the City;
- (g) Permit water from the City water supply system to be used for any purpose except upon his or its own premises or for the extinguishment of fires, unless said use is authorized by the City, or its authorized agents;
- (h) Permit a physical connection between a private water supply and the water supply system.

13.08.030 Fireplug Restrictions

The taking of water from, the use of, or the interference with any of the fireplugs belonging to the City without the express permission of the chief of the fire department or of the City, or its authorized agents, is prohibited.

13.08.040 Ownership to be Prima Facie Evidence

Whenever water from the water supply system is being used upon a lot, tract or parcel of land, or in any building situated thereon, or a connection to said system is made and said connection serves any lot, tract or parcel of land, or any building situated thereon, and said use or connection is unlawful and a violation of this chapter, then the fact of said use or connection shall be prima facie evidence that the owner of said lot, tract or parcel, or building situated thereon, is the person using said water, or was the person who made said connection.

13.08.050 Violation-Penalty

Any person, firm or corporation violating any provision of this chapter shall be punished in accordance with Title 1 of this code, and any amendments thereto. If any violation be continuing, each and every day's violation shall be deemed a separate offense.

CHAPTER 13.12
EXTRATERRITORIAL EXTENSIONS

13.12.010 Purpose

The following provisions shall govern extraterritorial extensions in regard to the City of Mills.

13.12.020 Approval and Denial

All extraterritorial water and sewer line extensions or improvements, whether contiguous or noncontiguous, shall have the approval of the City council. If it denies an extension or improvement request in keeping with the standards herein established or for other reasons, the improvements will not be made.

13.12.030 Existing Water Lines-General Policy Guidelines

The policy guidelines as they relate to existing extraterritorial water lines are as set out in Sections 13.12.040 and 13.12.050 of this chapter.

13.12.040 Existing Water Lines-Contiguous Main Lines

(a) All requested improvements must be completely financed by the area served or through joint financing by the City and all property owners potentially benefited.

(b) All City engineering standards shall be met and required easements granted to the City in the event that existing service taps are requested to be increased in size by the receiving property owner.

(c) A sewage treatment or transportation plan shall be approved by the City, or its authorized agents, in conformance with current regulations of the City/county health department to be totally financed by the owner/developer of the contiguous land.

(d) In the event that service taps are increased in size or number after meeting all City requirements, the receiving property owner must provide a recorded commitment to immediately annex to the City without objection.

(e) The property owner must further commit to City building, zoning, and street improvement requirements, and must conform to the projected land use plan for all new construction.

13.12.050 Existing Water Lines-Noncontiguous Main Lines

(a) All requested improvements must be completely financed by the area served or through joint financing by the City and all property owners potentially benefited.

(b) All City engineering standards shall be met and required easements granted to the City in the event that existing service taps are requested to be increased in size by the receiving property owner.

(c) The City shall be assured that the intended volume-use of water will not affect water service demands within the corporate limits of the City for a minimum of three years.

(d) A sewage treatment or transportation plan shall be approved by the City, in conformance with current regulations of the City/county health department to be totally financed by the owner/developer of the contiguous land.

(e) In the event that service taps are increased in size or number after meeting all City requirements, the receiving property owner must provide a recorded commitment to immediately annex to the City without objection.

(f) The property owner must commit to adherence to the projected land use plan and to construct arterial streets through or on the property in conformance with City standards.

13.12.060 New Extensions-General Policy Guidelines

The policy guidelines as they relate to new line extensions are as set out in Sections 13.12.070 and 13.12.080 of this chapter.

13.12.070 New Extensions-Contiguous Line Extensions

(a) All requested improvements must be completely financed by the area served or through joint financing by the City and all property owners potentially benefited.

(b) All City engineering standards shall be met and required easements granted to the City for all service lines and taps.

(c) A sewage treatment or transportation plan shall be approved by the City, or its authorized agents, in conformance with current regulations of the City/county health department to be totally financed by the owner/developer of the contiguous land.

(d) The owner/developer shall submit a preliminary subdivision plat and commit to immediate annexation meeting all standards of City codes and of the City council.

13.12.080 New Extensions-Noncontiguous Line Extensions

(a) All improvements must be completely financed by the area served or through joint financing by the City and all property owners potentially benefited.

(b) All City engineering standards shall be met and required easements granted to the City for all service lines and taps in noncontiguous areas.

(c) A sewage treatment or transportation plan shall be approved by the City in conformance with current regulations of the City/county health department and is to be totally financed by the owner/developer of the noncontiguous land.

(d) The City shall be assured that intended volume-use of water will not affect water service within the corporate limits of the City for a minimum of three years.

(e) The owner/developer shall provide a recorded commitment to annex to the City at the discretion of the City council.

(f) The owner/developer must commit to adhering and conforming to the project land use plan, City zoning restrictions, and street improvement requirements for all dedicated streets and projected arterial streets.

13.12.090 City Standards to be met as Prerequisite to Extension

In no event will approval be granted for water and sewer line extensions to other incorporated areas until standards of land use, zoning and construction, compatible to the City are established and adhered to by such incorporated areas.

CHAPTER 13.16
WATER EMERGENCIES

13.16.010 Purpose

The following provisions shall govern water emergencies in the City of Mills.

13.16.020 City Council Authorized to Restrict Water Usage

The City council shall have the right, at any time, to place such restrictions, including but not limited to moratoriums, on the use of City water as are deemed necessary.

13.16.030 Notice of Restrictions Required

Restrictions adopted by the City council, as provided in Section 13.16.020, shall be published in a newspaper of general circulation within the City and shall become effective within forty-eight hours after such publication. In the event of a water emergency, as hereinafter provided, notice of any restrictions on the use of water shall be given as soon as reasonably possible through the use of local radio and television stations, and newspapers of general circulation within the City.

13.16.040 Water Restrictions Designated

In the event of a water emergency, as defined herein, the mayor, upon the advice of the manager, is authorized to declare a water emergency and may place into immediate effect any or all of the following restrictions upon the use of water from the City's water system:

- (a) Restrict the amount to be supplied to wholesale customers to the amount required for domestic use only;
- (b) Restrict lawn and garden irrigation to the following:
 - (i) Restrict park and public irrigation to the hours between eight p.m. and ten a.m.,
 - (ii) Restrict all irrigation use to the hours between eight p.m. and ten a.m.,
 - (iii) Restrict all irrigation use to the hours between eight p.m. and ten a.m. on alternate days,
 - (iv) Prohibit all lawn and garden irrigation for a period not to exceed forty-eight hours.

13.16.050 Declaration of Emergency-Council Authority

In the event that the mayor declares a water emergency, the City council shall take action to confirm or to deny the declaration of the emergency at its next regular meeting.

13.16.060 Violation-Penalty

(a) Failure to comply with the provisions of this chapter shall be deemed a misdemeanor, and the penalty therefor shall be as set forth in Title 1 of this code.

(b) In addition, the manager may place flow-restriction devices to limit the flow of water to minimum domestic needs in the service line of any person convicted of one violation of this chapter, during any one period of restricted use; and for persons who are convicted of two or more violations of this chapter during any one period of restricted use, the City may discontinue water service to such person.

(c) In the event any flow-restriction devices are placed in service lines, or if water service is discontinued as provided in this section, the manager shall, after payment of affixed service charges, remove such flow-restriction devices or shall reconnect and provide full water service in the case of discontinued service, when the period of restricted use ceases.

CHAPTER 13.17
CROSS-CONNECTION AND BACKFLOW CONTROL

13.17.010 Purpose

The purpose of this chapter is as follows:

(a) To protect the public potable water supply of the City from the possibility of contamination or pollution by isolating, within its customers' internal distribution system(s), such contaminants or pollutants which could backflow or back-siphon into the public water system;

(b) To promote the elimination or control of existing cross-connections, actual or potential, between the customer's in-plant potable water system(s) and nonpotable systems, plumbing fixtures, and industrial piping systems; and,

(c) To provide for the maintenance of a continuing program of cross-connection control which will systematically and effectively prevent the contamination or pollution of all potable water systems by cross-connection.

13.17.020 Authority

(a) The Federal Safe Drinking Water Act of 1974 and subsequent amendments provide that water suppliers have the primary responsibility for preventing water from unapproved sources, or any other substances, from entering public potable water systems.

(b) The state department of environmental quality in its water quality rules and regulations, chapter 12 "Design and Construction Standards for Public Water Supplies" specifies requirements for cross connection control for public water supplies.

13.17.030 Scope

This chapter shall apply to all water service by the City.

13.17.040 Responsibility

The implementation of this chapter requires the full cooperation of the consumer and the City (represented by the City building inspection office and the public utilities office).

The interests and responsibilities of each are delineated as follows:

(a) Consumer. The consumer has the primary responsibility for preventing pollutants and contaminants from entering his potable water system or the public water system. The

consumer's responsibility starts at the point of delivery (service connection curb stop) and includes all of his internal water system. The consumer, at his own expense, shall install, operate, test, and maintain approved backflow prevention devices as required by this chapter.

(b) City Building Inspection Office. The City, through the plumbing inspector of the City building inspection office, has the responsibility to review building plans and inspect plumbing as it is installed, so as to prevent cross-connections from being designed and built into structures within the plumbing inspector's jurisdiction. The plumbing official's inspection responsibility begins at the curb stop connection or water meter pit (on the customer side at this location) and continues throughout the entire extent of the customer's potable water system. Where any possibility that a cross connection might be made or where one is actually indicated by the plans, it shall be mandatory that approved backflow prevention devices be indicated by the plans, as determined by the degree of hazard that the inspector reasonably determines will be present, and such devices shall be properly installed.

(c) Mills Public Utilities Office. The City, through its utility office, the City public utilities office, has the responsibility of owning, operating and maintaining the public water system beginning at the source of supply and including adequate treatment facilities, a public water distribution system and service piping, and ending at the point of delivery to the consumer's water system (service connection curb stop). In addition, the City public utilities shall exercise reasonable vigilance to insure that the consumer has taken the proper steps to protect the public potable water system. If, in the judgment of the administrator, an approved backflow device is required at the City's water service connection to any customer's premises, the administrator, or his delegated agent, may require by notice in writing to said customer, that approved backflow prevention devices be installed.

13.17.050 Administration

(a) The City will operate a cross-connection control program, including the keeping of necessary records.

(b) The consumer shall allow his property to be inspected for possible cross-connections and shall follow the provisions of this chapter if a cross-connection is permitted.

(c) If the administrator requires that the public potable water supply to be protected by containment, the consumer is responsible for water quality beyond the outlet end of the containment device and shall utilize fixture outlet protection with backflow preventors in accordance to Chapter 15.24, "Plumbing Code" for that purpose. The consumer may utilize public health officials, or personnel from the public utilities office, or their delegated representatives, to assist him in the hazard classification survey of his facilities and to assist him in the selection of proper fixture outlet devices, and the proper installation of these devices. Additionally, the consumer must follow all requirements of Title 15, "Buildings and Construction" and specifically Chapter 15.24, "Plumbing Code".

(d) Existing and future residential properties and existing and future domestic non-residential consumers shall be specifically excluded from the requirements of this chapter unless determined otherwise by a hazard classification. However, all new and/or modified residential

properties or new and/or modified non-residential consumers having fire sprinkler systems may be required to have a backflow preventer in accordance to this chapter.

13.17.060 Requirements

- (a) City.
- (i) For new installations, a hazard classification surveyor will provide on-site evaluation and/or inspection of plans in order to determine the type of backflow preventer, if any, that will be required and will perform an inspection of installation. Cross-connection or backflow control devices installed for new or remodeled premises shall be as required by Title 15, "Buildings and Construction" and specifically Chapter 15.24, "Plumbing Code" and this chapter. Under no circumstances is this chapter to be construed as superseding any of the requirements of Title 15, "Buildings and Construction" and specifically Chapter 15.24, "Plumbing Code."
 - (ii) For existing commercial/ or industrial premises, the hazard classification surveyor will perform hazard classification surveys and inspections of plans and/or premises and inform the owner by letter of any corrective action deemed necessary, a suggested method of achieving the correction, and the time allowed for the correction to be made. The time allowed for actual installation of backflow/back-siphonage equipment shall be determined based on the hazard classification presented by each individual situation, as determined by the administrator, or his delegated agent. Premises found to be in need of cross-connection or backflow prevention devices, but also noted by the administrator to exhibit a low hazard classification, shall be allowed no more than thirty months to provide the necessary cross-connection or backflow prevention device. Failure or refusal to install the required device(s) shall constitute grounds for enforcement in accordance to Section 13.17.110 which includes discontinuing water service to the premises until such device(s) have been properly installed.
 - (iii) The administrator will not allow any cross-connection to remain unless it is protected by an approved backflow preventer, which will be regularly tested by a backflow assembly tester in accordance to Section 13.17.100 to insure satisfactory operation.
 - (iv) If the administrator determines at any time that a high hazard classification is present and a serious threat to the public health exists, the water service for that premises will be terminated immediately.
 - (v) Existing and future residential properties shall be specifically excluded from the requirements of this chapter unless determined otherwise by a hazard classification. However, all new and/or modified residential properties having a separate residential fire sprinkler system shall be required to have a backflow preventer.
 - (vi) Under no circumstances shall this chapter be construed to require existing or future domestic non-residential consumers commercial or industrial premises of no known hazard to the potable water system from cross-connections or backflow events to install or operate cross-connection or

backflow prevention equipment unless determined otherwise by a hazard classification and/or unless a separate domestic non-residential fire sprinkler system is installed.

- (b) Consumer.
- (i) The consumer shall be responsible for the elimination or protection of all cross-connections on his premises.
 - (ii) The consumer, after having been informed by a letter from the administrator, shall at his expense install, maintain and test, or have tested, any and all backflow preventers on his premises. Backflow preventers shall be tested at the consumer's cost by a backflow assembly tester at intervals in accordance to Section 13.17.100.
 - (iii) The consumer shall correct any malfunction of the backflow preventer which is revealed by periodic testing.
 - (iv) The consumer shall inform the administrator of any proposed or modified cross-connections and also of any existing cross-connections of which the consumer is aware, but has not been identified by the City public utilities office or the City plumbing inspector.
 - (v) The consumer shall not install a bypass around any backflow preventer unless there is a backflow preventer of the same type on the bypass. Consumers who cannot shut down operation for testing of the device(s) must supply additional devices necessary to allow testing to take place.
 - (vi) The consumer shall install an approved backflow prevention device in accordance with Chapter 13.05 and other chapters of this Code, and in a manner approved by the public services department and the City building inspection office. Drains for reduced pressure principle backflow preventers or reduced pressure principle detector backflow preventers must be sized to accommodate the probable discharge from the preventer. Drains, specifically installed for reduced pressure principle backflow preventers or reduced pressure principle detector backflow preventers, can be plumbed to daylight.
 - (vii) Any consumer having a private well or other private water source shall inform the administrator if the well or source is cross-connected to the City's potable water system. Permission to cross-connect may be denied by the administrator. The consumer may be required to install a backflow preventer at the service connection if a private water source is maintained, even if it is not cross-connected to the City's potable water system.
 - (viii) In the event the consumer installs plumbing to provide potable water for domestic purposes which is on the public utilities' side of the backflow preventer, such plumbing must have its own backflow preventer installed.
 - (ix) The consumer shall be responsible for the payment of all fees for annual (or more frequent) device testing, retesting in the case that the device fails to operate correctly, and second re-inspections for noncompliance with this chapter.
 - (x) A residential fire sprinkler system or a domestic non-residential fire sprinkler system having a water service meter one-inch in size or smaller

- and having a separate fire sprinkler system shall have the sprinkler system connected after the incoming water meter. In addition a proper backflow preventer will be required on the separate fire sprinkler line.
- (xi) All fire sprinkler systems one and one-half-inch and larger shall have a separate service line from the water main to the building.

13.17.070 Hazard Classification

(a) The City recognizes the threat to the public water system arising from cross-connections. All threats will be categorized by hazard classification and will require the installation of approved cross-connection or backflow prevention devices.

(b) Fire sprinkler systems shall generally be considered a low hazard classification and a double detector check valve assembly shall be used. If the system requires the use of an anti-freeze solution, only water solutions of pure glycerin or propylene glycol, meeting Table 3-5.2.1 of the National Fire Protection Association (NFPA) 13, Installation of Sprinkler Systems — latest edition, as it may be amended from time to time, shall be utilized. The non-hazardous anti-freeze must meet all requirements of the national sanitation foundation (NSF). Residential fire sprinkler systems or domestic non-residential fire sprinkler systems shall generally be considered a low hazard classification and a double check valve assembly shall be used for the sprinkler system unless determined otherwise by a hazard classification

If other anti-freeze solution, such as ethylene glycol are used in the fire sprinkler system, this is considered a high hazard classification and a reduced pressure principle detector backflow preventer shall be used.

If existing fire sprinkler systems to be retrofitted have head loss problems, the owner shall consult with the administrator to develop a solution.

13.17.080 Existing in-use Backflow Prevention Devices

Any existing backflow preventer shall be allowed by the administrator to continue in service unless hazard classification is such as to supersede the effectiveness of the present backflow preventer, or result in an unreasonable risk to the public health. Where the hazard classification has increased, as in the case of a residential installation converting to an at-risk business establishment, the existing backflow preventer must be upgraded to a device providing protection for the new hazard classification present, as determined by the administrator.

13.17.090 Periodic Testing

(a) It shall be the duty of the consumer at any commercial or industrial establishment where backflow prevention devices are installed to have certified inspections and operational tests made at least once every year. In those instances where the administrator deems the hazard classification to be great enough he may require certified inspections at more frequent intervals. Double check valves used for residential or domestic non-residential fire sprinkler systems with water service lines and meters one-inch in size or smaller will not have to be tested. However, it is up to the owner to ensure the device is working.

(b) Periodic inspections and tests shall be at the sole expense of the consumer.

(c) Inspections shall be performed by a backflow assembly tester as certified (Section 13.17.050(f)). It shall be the duty of the consumer to see that these tests are made in a timely manner, and that the results of these tests are submitted to the administrator within one-month of the expiration of the prescribed time period, the actual test having been performed not more than three months prior to the expiration of the prescribed time period.

(d) Any backflow preventer which fails during a periodic test shall be repaired or replaced at the expense of the consumer. When repairs are necessary, upon completion of the repair the device will be retested at owners' expense to insure correct operation. High hazard situations will not be allowed to continue unprotected if the backflow preventer fails the test and cannot be repaired immediately unless a short compliance date is granted by the administrator. In other low hazard situations, a compliance date of not more than thirty days after the test date will be established by the administrator. The consumer is responsible for spare parts, repair tools or a replacement device.

(e) Backflow prevention devices will be tested more frequently than specified in Section 13.17.090 in cases where the hazard classification indicates a high hazard or there is a history of test failures. The administrator shall determine the testing schedule based upon the degree of hazard. Cost of the additional tests will be borne by the consumer.

13.17.100 Enforcement

The City may use any or all the following methods to achieve compliance with this chapter:

(a) The City building inspector may deny or revoke building and/or occupancy permits on property where the consumer has not installed the proper backflow preventers.

(b) The City may, in the event of noncompliance, physically disconnect the water service from its existing water facilities. The consumer or owner shall be responsible for all costs associated with disconnecting and reconnecting the water service.

(c) A violation of this Chapter shall be a misdemeanor, punishable according to Title 1. In addition to any criminal prosecution, the City may sue for relief in civil court to enforce the provisions of this chapter.

(d) Knowingly furnishing false information to the administrator on any matter relating to the administration of this chapter shall constitute a misdemeanor punishable according to Title 1.

CHAPTER 13.18
PURPOSE AND ABBREVIATIONS

13.18.000 Purpose

The following provisions shall apply in the City of Mills.

13.18.020 Use of Public Sewers Required

(a) No person shall place, deposit, or permit any human or animal excrement, garbage or other objectionable waste to be deposited in any unsanitary manner on public or private property within the City, or on any City property outside the City.

(b) No person shall discharge any sewage or other polluted waters into any natural outlet within the City, or in any area under the jurisdiction of the City, except where suitable treatment has been provided in accordance with this provision.

(c) Except as hereinafter provided, no person shall construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.

(d) The owner of all houses, buildings or properties used for human occupancy, employment, recreation or other purposes, situated within the City and abutting on any street, alley or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the City, is required, at the owner's expense, to install suitable toilet facilities therein and to connect such facilities directly with the proper public sewer in accordance with the provisions of this division, within ninety days after date of official notice to do so by the City, provided that such public sewer is within three hundred feet (ninety-one meters) of the property line by way of road rights-of-way and easements.

(e) City water service may be terminated to any property which has not hooked up to the sewer system in compliance with the provisions of this chapter or any other applicable law, rule or regulation.

13.18.30 Responsibility of Uninterrupted Service

(a) The City shall only be responsible, and it is hereby made the duty of the City and of the officers thereof, to make all reasonable effort to furnish continuous and uninterrupted main line sewage service to each and every user having a legal right to hook-on or attach to the main line. This section shall not apply to any user who has, by reason of nonpayment of charges assessed against him, or by violation of any provision of this chapter or of any related ordinance, forfeited his right to the service. The City shall not be liable to any suit for damage or other claim against the City arising from, or based upon, any unavoidable interruption of the main line sewage service, but shall make every reasonable effort to restore the service as soon as possible.

(b) It is unlawful for any officer of the City to make, permit, or allow to be made, any hook-on attachment to the main line sewer system or to any line thereof, beyond the number of attachments that the sewer is estimated to properly and adequately accommodate. For the purposes of this provision, the decision shall rest with the mayor and council, subject to reference to competent state authority.

13.18.040 Building Sewers and Connections

(a) No unauthorized person shall uncover, make any connections with or opening into, use, alter or disturb any public sewer or appurtenance thereof without first obtaining permission from the City.

(b) All taps or connections into any sewer main of the City shall be completed under the direction and supervision of an authorized employee of the City and subject to material and method approval by the City. No substitutions are allowed unless approval in writing is granted by the public works director.

(c) Any cost for taps including excavation, materials, tools, backfill, compaction and resurfacing of street, and replacement of curb, gutter and sidewalks shall be done at the full expense of the property owner, developer or contractor.

(d) A separate and independent building sewer shall be provided for each building.

(e) Old building sewers may be used in connection with new buildings only when they are found, on examination and any required test by the City, to meet all requirements of this chapter.

(f) The size, slope, alignment, materials of construction of a building sewer and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling the trench, shall conform to the requirements of the International Building Code and applicable rules and regulations of the City.

(g) No person shall make connection of roof downspouts, exterior foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain, which in turn is connected directly or indirectly to a public sanitary sewer.

(h) All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be permanently repaired and restored in accordance with construction standards used by or adopted by the City.

13.18.050 Federal Categorical Pretreatment Standards

Upon the promulgation of the Categorical Standard for a particular industrial subcategory, the Standard, if more stringent than limitations imposed under this division for sources in that subcategory, shall immediately supersede the limitations imposed under this division. The City shall notify all affected users of the applicable reporting requirements under 40 CFR, Section 403.12, as enacted or hereafter amended.

13.18.060 State Requirements to Apply When

State requirements and limitations on discharges shall apply in any case where they are more stringent than federal requirements and limitations or those in this division.

13.18.070 Specific Pollutant Limitations Designated-Local Limits

(a) Maximum total allowable industrial loading that can be accepted at the POTW for treatment in accordance with guidance established by federal law is limited to:

Pollutant	Maximum Allowable Industrial Loading (lbs./day)
Arsenic	43.142
Cadmium	2.010
Chromium Total	272.207
Chromium (VI)	24.397
Copper	17.908
Lead	21.979
Molybdenum	1.575
Nickel	9.232
Selenium	3.403
Silver	26.681
Zinc	52.276
Pollutant	Maximum Industrial Effluent Discharge
Mercury	0.007 mg/l

(b) Any other specific pollutants identified by the City may also have specific effluent permit limitations set by the City to restrict their discharge into the system.

(c) The above maximum allowable industrial loadings in pounds per day will be distributed using criteria established in Mills' report on the development of local limits under the pretreatment program, June, 1994, and EPA Guidance Manual on the Development and Implementation of Local Discharge Limitations Under the Pretreatment Program, December, 1987 (as they now exist or as they are hereafter revised).

(d) Best Available Technology (BAT) shall be used for pretreatment of any discharges to the POTW from the cleanup activities of soil, aquifer, or groundwater table associated with leaking underground storage tanks of spills of any petroleum products. The BAT shall be capable of reducing the benzene concentration to less than 0.05 mg/l and the "total" benzene, ethyl benzene, toluene and xylene (bets) to less than 0.750 mg/l. This is in accordance with guidance established in EPA's Model NPDES Permit for Discharges Resulting from the Cleanup of Gasoline Released from Underground Storage Tanks, June 1989.

(e) The City may develop best management practices (BMPs), by ordinance or in individual wastewater discharge permits or general permits, to implement local limits and the requirements of Section 13.32.040. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludges or waste disposal, or drainage from raw materials storage.

(f) The City reserves the right to establish, by ordinance or in individual wastewater discharge permits or in general permits, more stringent standards or requirements on discharges to the POTW consistent with the purpose of this chapter.

13.18.080 Prohibited Substances Designated-General Prohibitions

(a) No user shall contribute or cause to be contributed, directly or indirectly, any pollutant or wastewater which causes pass-through or will interfere with the operations or performance of the POTW. These general prohibitions apply to all such users of a POTW whether or not the user is subject to National Categorical Pretreatment Standards or any other federal, state or local pretreatment standards or requirements. A user may not contribute the following substances to the POTW:

- (i) Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the POTW or to the operation of the POTW, including, but not limited to, waste streams with closed up flashpoint of less than one hundred forty degrees Fahrenheit (sixty degrees Celsius), using test methods in 40 CFR 261.21, as enacted or hereafter amended. At no time shall two successive readings on an explosion hazard meter, at the point of discharge into the POTW system (or at any point in the POTW system), be more than five percent, nor any single reading over ten percent of the lower explosive limit (LEL) of the meter. Prohibited materials include, but are not limited to: gasoline, kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides and sulfides and any other substances which the City/City/district/county, the state or EPA has notified the user is a fire hazard or a hazard to the system;
- (ii) Solid or viscous substances which may cause obstruction to the flow in a sewer or other interference with the operation of the wastewater treatment facilities such as, but not limited to: grease, garbage with particles greater than one-half inch in any dimension, animal tissues, paunch manure, bones, hair, hides or fleshings, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone, or marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, wastepaper, wood, plastics, tar, asphalt residues, residues from refining, or processing of fuel or lubricating oil, mud or glass grinding or polishing wastes;
- (iii) Petroleum based oil in sufficient enough amounts that cause pass-through or interference to the system, and in no cases, exceeding one hundred mg/l;
- (iv) Any wastewater having a pH less than 5.0 or greater than 12.0, unless the POTW is specifically designed to accommodate such wastewater or wastewater having any other corrosive property capable of causing damage or hazard to structures, equipment and/or personnel of the POTW;
- (v) Any wastewater containing toxic pollutants in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, result in toxic gases, vapors or fumes within the POTW in a quantity that may cause acute worker health and safety problems, create a toxic effect in

the receiving waters of the POTW or to exceed the limitation set forth in a Categorical Standard. A toxic pollutant shall include but not be limited to any pollutant identified pursuant to Section 307(a) of the Act;

- (vi) Any noxious or malodorous liquids; gases or solids which either singly or by interaction with other wastes are sufficient to create a public nuisance or hazard to life or are sufficient to prevent entry into the public sewers for maintenance and repair;
- (vii) Any substance which may cause the POTW's effluent or any other product of the POTW such as residues, sludges or scums to be unsuitable for reclamation and reuse or to interfere with the reclamation process. In no case shall a substance discharged to the POTW cause the POTW to be in noncompliance with sludge use or disposal criteria, guidelines or regulations developed under Section 405 of the Act; any criteria, guidelines or regulations affecting sludge use or disposal developed pursuant to the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act or state criteria applicable to the sludge management method being used;
- (viii) Any substance which will cause the POTW to violate its NPDES and/or State Disposal System permit or the receiving water quality standards;
- (ix) Any wastewater with objectionable color which cannot be removed in the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions;
- (x) Any wastewater having a temperature which will inhibit biological activity in the POTW treatment plant resulting in interference, but in no case wastewater with a temperature above sixty-five degrees Celsius (one hundred fifty degrees Fahrenheit) or a temperature that causes the POTW influent to exceed forty degrees Celsius (one hundred four degrees Fahrenheit), unless the POTW treatment plant is designed to accommodate such temperature;
- (xi) Any pollutants, including oxygen-demanding pollutants (BOD, etc.) released at a flow rate and/or pollutant concentration which a user knows or has reason to know will cause interference to the POTW. In no case shall a slug load have a flow rate or contain concentration or quantities of pollutants that exceed limits set by the City;
- (xii) Any wastewater containing any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the City in compliance with applicable state or federal regulations;
- (xiii) Any wastewater which causes a hazard to human life or creates a public nuisance;
- (xiv) Any discharge of trucked or hauled wastes is prohibited except at discharge points designated by the POTW. Designation points shall be pursuant to rules and regulations of the City;
- (xv) Any wastewater that causes the influent to the POTW to exceed the maximum allowable industrial loadings specified in Section 13.32.030.

(b) When the City determines that a user is contributing to the POTW any of the substances listed in subdivisions 1 through 15 of subsection A of this section in such amounts as to interfere with the operation of the POTW, the City shall:

- (i) Advise the user of the impact of the contribution on the POTW; and
- (ii) Develop effluent limitation for such user to correct the interference with the POTW; provided, however, nothing contained herein shall be interpreted to prohibit the City from taking immediate enforcement action against a user who is contributing in violation of this chapter.

13.18.090 Discharge of Unpolluted Waters

(a) No person shall discharge or cause to be discharged any unpolluted waters such as stormwater, groundwater, roof runoff, or subsurface drainage to any sanitary sewer.

(b) Stormwaters and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers or to a natural outlet approved by the City and other regulatory agencies.

13.18.100 Increasing or Diluting Discharge to Avoid Proper Treatment Prohibited

No user shall increase the use of process water or in any way attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the pretreatment standard, or in any other pollutant-specific limitation developed for the industrial user.

13.18.110 Tenant Responsibility

Where an owner of property leases premises to any other person as a tenant under any rental or lease agreement, if either the owner or the tenant is an industrial user, either or both may be held responsible for compliance with the provisions of this division.

13.18.120 Damaging or Tampering With Wastewater Facilities

Any person who maliciously, willfully or negligently breaks, damages, destroys, uncovers, defaces or tampers with any structure, appurtenance or equipment, which is a part of the wastewater facilities is guilty of a misdemeanor and subject to punishment pursuant to Title 1 of this code.

13.18.130 Pretreatment Conditions

(a) Users shall provide and maintain in a safe and proper manner, at their own expense, necessary wastewater treatment as required to comply with this division and shall achieve compliance with all categorical standards and additional standards required by this division within the time limitations as specified by the federal pretreatment regulations. Any facilities required to pretreat wastewater to an acceptable level shall be provided, operated and maintained at the user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the City for review, and shall be acceptable to the City before construction of the

facility. The review of such plans and operating procedures will in no way relieve the user from the responsibility of modifying the facility as necessary to produce an effluent acceptable under the provisions of this division. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be acceptable to the City prior to the user's initiation of the changes.

(b) All records relating to compliance with pretreatment standards shall be made available to officials of the EPA, state, or City, upon request. These records shall remain available for a period of at least three years after their collection. This period shall be extended during any litigation concerning compliance or permit conditions.

13.18.140 Grease, Oil and Sand Interceptors

(a) Grease, oil and sand interceptors shall be provided or modified when, in the opinion of the City, they are necessary for the proper handling of liquid wastes containing floatable grease in excessive amounts or any flammable wastes, sand or other harmful ingredients, except that such interceptors shall not be required for private living quarters or dwelling units. Modifications to existing interceptors may be required when violations of this division exist. All interceptors shall be of a type and capacity approved by the City and shall be located as to be readily and easily accessible for cleaning and inspection. In the maintaining of these interceptors the owner shall be responsible for the proper removal and disposal by appropriate means of the captured material and shall maintain records of the dates and means of disposal, which are subject to review by the City. Any removal and hauling of the collected materials not performed by owner must be performed by waste disposal firms.

- (b) The following are subject to this division:
 - (i) All new construction;
 - (ii) Renovations to existing interceptors or related plumbing fixtures to the interceptor;
 - (iii) Existing interceptors that are not operating properly;
 - (iv) Existing interceptors that are causing blockages or flow obstruction in the POTW;
 - (v) Existing industrial users without interceptors who are causing blockages or flow obstructions to the POTW.

(c) Proper construction and operation of grease interceptors, oil and sand interceptors, and inspection manholes (monitoring facilities) is required.

- (i) The City may alter specifications in the following situations:
 - A. When outside interceptors are placed on public rights-of-way because no private property is available;
 - B. When inside interceptors are placed within buildings;
 - C. When the proposed alterations provide minimum retention time of fifteen minutes, a minimum total water capacity of seven hundred fifty gallons, and have the same basic proportional dimensions, comparable volumes and functional capabilities as outlined in Figure 1 at the end of this chapter.

13.18.150 Grease, Oil and Sand Interceptors-General Requirements

- (a) All wastewater discharged must comply with all provisions of this chapter.
 - (i) The user(s), owner(s) and tenant(s) shall be jointly and severally responsible for the proper inspection, removal and disposal of the material captured by any interceptor installed, and shall maintain records of the dates and means of disposal of this material. These records shall be made available to the City manager, or his designee, upon request. The collected intercepted materials shall be disposed of in accordance with the appropriate local, state and federal regulations and laws.
 - (ii) All interceptors shall be maintained by the user(s), owner(s) or tenant(s), by a regular maintenance schedule, which shall be performed before the retention capacity of the interceptor is exceeded. At a minimum, a monthly inspection of the interceptor by the user(s), owner(s), or tenant(s) shall be performed to assess the need for cleaning. Documentation will be maintained by the user(s), owner(s), or tenant(s) on site, in order to verify when the interceptor was inspected and cleaned.
 - (iii) The user(s), owner(s) or tenant(s) shall allow City personnel ready access at all reasonable times to all parts of the premises for the purpose of inspection, sampling, record examination, or in the performance of any other duties related to the interceptor on the premises.

(b) This division shall supplement all requirements of the Uniform Plumbing Code as adopted by the City. All interceptor and inspection manhole installations shall meet the requirements of uniform plumbing codes and/or all other local government requirements. The City is not responsible for violations of these requirements.

(c) The complete interceptor installation, including equipment, structural design; backfilling, safety provisions, etc., shall be the responsibility of the user(s), owner(s) or tenant(s), and any licensed contractor utilized by the user.

(d) It shall be the responsibility of the user(s), owner(s) or tenant(s) to contact the City for the purpose of plan review. The plan review shall determine the need, method, and size of interceptor required to pretreat or otherwise control the wastes in order to make them acceptable for discharge into the POTW. Upon completion of the review, user(s) shall submit a set of complete plans and details of the proposed installation along with computations relative to sizing. User(s) shall retain a duplicate set of such records for the life of the interceptor. The records shall remain with the property through changes of ownership or tenancy.

(e) The time allowed for actual installation or modification of a grease interceptor, oil and sand interceptor, and inspection manhole unit(s) shall be determined based on degree of urgency presented by each individual situation, as determined by the City. Premises found to be in need of these unit(s), but also noted by the City to exhibit low degree of urgency, shall be allowed no more than thirty months to provide the necessary unit(s).

(f) User(s), or tenant(s) who are dissatisfied with City staff decisions regarding grease interceptors, oil and sand interceptors, or inspection manholes, have the right to appeal by

requesting a hearing before the public utilities board. The request for a hearing shall be made in writing to the City manager within ten days of the City staff decision and shall state the grounds for the request. The hearing will be conducted as part of the board's regular monthly meeting.

- (i) If the user(s), owner(s), or tenant(s) are dissatisfied with the actions of the Mills utilities advisory board, they may request a hearing before the Mills City council. The request for hearing shall be in writing, within ten days of the Mills utilities advisory board's decision, to the City manager and shall state the grounds for the request. The City council shall fix the time and place for the hearing of the appeal. Such date shall not be less than ten or more than sixty days from the date that the request for hearing is filed.
- (ii) The City council shall render its decision following the hearing. The decision of the City council is final and not appealable.
- (iii) At any hearing, the user(s), owner(s), or tenant(s) shall be entitled to: present evidence; ask questions of staff and any witnesses; and make argument regarding the decision, the evidence and the appropriate outcome. City staff shall be entitled to: present evidence; ask questions of the petitioners and any witnesses; and make argument regarding the decision, the evidence and the appropriate outcome.
- (iv) In any appeals to City council, all documents and other evidence presented at the hearing to the public utilities board shall be forwarded to council along with either a transcript or recording of the utilities board hearing and any written decisions made by the utilities board.

(g) The City shall use any or all of the following methods to achieve compliance with this division:

- (i) Any user who constructs, installs, modifies or operates a grease interceptor, oil and sand interceptor or inspection manhole in noncompliance with this chapter, shall immediately cease such construction or operation upon notification by the City.
- (ii) The City may suspend wastewater service, when such suspension is necessary to stop an actual or threatened endangerment to the wastewater system (including sewer main backups).
- (iii) Enforcement according to Chapter 13.44 of this division may be invoked by the City.
- (iv) The City may recommend to deny or revoke building and occupancy permits for buildings served by the facilities in question.
- (v) The City reserves the right, in the event of noncompliance, to physically disconnect the grease interceptor, oil and sand interceptor or inspection manhole from its existing sewer system. The user(s), owner(s) and tenant(s) shall be responsible for all costs and expenses incurred by the City associated with disconnecting and reconnecting the facilities.

13.18.160 Grease Interceptors-Specific Requirements

- (a) Grease interceptors shall provide for and meet the following requirements:

- (i) Wastes discharged from fixtures and equipment in establishments which may contain grease, including, but not limited to, scullery sinks, pot and pan sinks, dishwashing machines, soup kettles, and floor drains located in areas where grease-containing equipment may exist, shall be drained through grease interceptors. Drains from toilets, restroom sinks, and showers shall not be connected to the grease interceptor, but shall connect to the POTW separately from any grease interceptor installation.
- (ii) Garbage grinders shall not be connected to grease interceptors, shall not be used for disposal of any grease/oil, and shall connect to the POTW separately from any grease interceptor installation.
- (iii) All grease interceptors shall be installed and connected in such a manner as to at all times be easily accessible for inspection, cleaning, and removal of the intercepted grease. A grease interceptor may not be installed near food-handling facilities. Outside grease interceptors shall be designed for traffic loading as referenced in Section 13.32.150(a) (v).
- (iv) When required as per Section 13.32.100(a), grease interceptors shall contain two compartments, and shall be located outside the building on private property.
- (v) Grease interceptors may be constructed of cast iron, steel, reinforced fiberglass, or concrete.
- (vi) Generally, the minimum cleaning frequency of any outdoor interceptor shall be quarterly, (ninety-day period) or semiannually (six-month period), or as directed by the City. A written record of all cleaning shall be kept on-site for verification purposes. The cleaning frequency shall be more frequent, if grease trap loading is exceeded or the City's POTW is blocked or indicates heavy accumulation of grease.
- (vii) The City may not require installation of an interceptor for facilities that do not cook the food that is served, and do not wash equipment or utensils associated with the preparation or service of cooked food.

Commented [PH1]: Need to correlate with prior version

(b) When determining the minimum size of a required interceptor, the following will be considered (these sizing criteria represent minimum requirements and do not reflect special circumstances, which may necessitate increased sizing):

- (i) The minimum acceptable volume shall not be less than seven hundred fifty gallons (with automatic dishwasher not less than one thousand gallons).
- (ii) The following table will determine a total rate of flow in gallons per minute from kitchen facilities, based on a fixture unit count. Using this flow, the required size of the grease interceptor can be estimated. The total rate of flow shall be multiplied by fifteen minutes of minimum retention time, with the resulting volume expressed in gallons.

Size of Interceptor-Total Flow Rate Times Fifteen Minutes of Retention Time

Type of Fixture	Flow Rate, In G.P.M.
Floor drain/sink	10
Restaurant kitchen sink	15
Single-compartment sink	20

Double-compartment sink	25
Three-compartment sinks	35
2 Single-compartment sinks	25
2 Double-compartment sinks	35
2 Three-compartment sinks	45
Dishwasher for restaurants:	
Up to 30 gallon water capacity	15
30 to 50 gallon water capacity	25
50 to 100 gallon water capacity	40

(iii) The City will consider alternate interceptor designs, based on a minimum retention time of fifteen minutes and a minimum total water capacity of seven hundred fifty gallons. Other combinations of tank dimensions may be submitted to the City for approval. Any alternate design shall have the same basic proportional dimensions, comparable volumes, and functional capabilities as outlined in Figure 1 at the end of this chapter.

(c) Grease interceptors within buildings may be allowed for existing buildings where renovations are proposed and an outside interceptor is not feasible to install due to space problems if the following conditions are met:

- (i) Sufficient ventilation is provided to remove potential odors;
- (ii) Outside access for cleaning;
- (iii) Sufficient space around interceptor to allow for proper cleaning of the interceptor;
- (iv) A monthly cleaning schedule is followed and a written record of all maintenance shall be available on-site.

(d) The sizing of inside traps will be determined by the City on a case-by-case basis.

13.18.170 Oil and Sand Interceptors-Specific Requirements

- (a) Oil and sand interceptors shall provide for and meet the following requirements:
 - (i) Provide for the proper handling of building wastewater containing flammable wastes, oils, sands, solids, or other ingredients harmful to the POTW;
 - (ii) Two-compartment oil and sand interceptors, as detailed in Figure 2 at the end of this chapter, shall be required for each bay in any existing or proposed vehicle or equipment washing or cleaning operation;
 - (iii) All oil and sand interceptors shall be installed and connected in such a manner that they shall be easily accessible at all times for inspection, cleaning, and removal of the intercepted material (oil and sand, etc.). If warranted, the oil and sand interceptor shall be designed for traffic loadings as referenced in Section 13.32.150(a)(v);
 - (iv) All facilities used for cleaning vehicles, equipment, or machine parts shall be constructed to prevent the entrance of storm or surface water into the POTW;

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- (v) Oil and sand interceptors may be constructed of cast iron, steel, reinforced fiberglass or concrete.

(b) Oil and sand interceptors shall be designed with a minimum retention time of ten minutes. Alternate designs will be considered, provided that the proposed design shall have the same basic proportional dimensions, comparable volumes, and functional capabilities as outlined in Figure 2 at the end of this chapter or Uniform Plumbing Code guidelines.

13.18.180 Inspection Manholes (Monitoring Facilities)

(a) An inspection manhole (monitoring facility) shall be required on the service line of all nondomestic users who are required to have any interceptor under this chapter, unless an exception has been granted by the City. The inspection manhole shall allow for proper inspection, sampling, temperature monitoring and flow measurement of the waste within the building sewer. All wastewater from the building shall go through the inspection manhole. Two individual discharge lines, one containing domestic discharge and the other originating from the interceptor, must discharge separately into the inspection manhole. The purpose for two separate lines is to ensure that the interceptor is properly functioning, properly maintained and that no excessive accumulation of grease, oil or sand is being released to the POTW.

(b) The inspection manhole shall normally be installed on the user's premises. The City may allow the inspection manhole to be constructed within the public right-of-way, when it is deemed impractical to do otherwise.

(c) The inspection manhole (monitoring facility) shall be located in such a manner as to allow easy access for inspection and sampling purposes.

(d) The inspection manhole shall be designed to allow traffic loadings. All manholes less than five feet in depth may be constructed of reinforced concrete pipe with a diameter of not less than thirty-six inches (See Figure 3 at the end of this chapter). All manholes over five feet in depth must be constructed in accordance with Public Utilities Standard Manhole Detail (See Figure 4 at the end of this chapter).

(e) Inspection manholes may not be required if, in the judgment of the City, other appropriate facilities are available.

13.18.190 Grease, Oil and Sand Interceptor-Construction Specifications

- (a) The following apply to the construction of interceptors:
 - (i) The standards set forth in Figures 1 through 4 at the end of this chapter are shown to convey the conceptual standard dimensional requirements for interceptors.
 - (ii) The volume of the secondary compartment shall be one-third of the total capacity.
 - (iii) Walls, bottom and top shall be constructed for the appropriate traffic loads and solid loads and shall be water tight.

- (iv) All rebar for reinforced concrete interceptors shall have a two-inch minimum cover to the outside concrete surface.
- (v) Designs shall be submitted for approval and shall be certified by a licensed engineer.
- (vi) Inlet and outlet pipe sizes shall be determined by user's or owner's architect/engineer, but shall not be less than four-inch diameter. The outlet pipe invert is to be two inches lower than inlet pipe.
- (vii) Closed compartments shall be vented in accordance with Uniform Plumbing Code requirements.
- (viii) All joints in pre-cast sections shall be sealed with flexible sealing compound.
- (ix) Vent pipe materials and location shall be in accordance with the Uniform Plumbing Code.
- (x) The top slab may be of one-piece construction or of multiple segment construction, at the discretion of the owner.
- (xi) The drawings (Figures 1 through 4) as found at the end of this chapter are not to scale.

13.18.200 Trucked or Hauled Wastes Removal and Transportation

(a) No person, firm or corporation engaged in trucked or hauled waste removal or transportation shall be allowed to discharge or dispose waste into the POTW unless they comply with the following hauling requirements:

- (i) Hold a valid hauling account from the City of Mills.
- (ii) Carry liability insurance of such kind and in such amounts as the City may require to protect itself from loss or damage that may directly or indirectly be occasioned by the discharge of hauled waste into the POTW.
- (iii) Complete a waste manifest obtained from the City or its designee.
- (iv) Commingling of industrial, process, and domestic wastewater is prohibited, unless authorized by the City or its designee.
- (v) Any waste collected from a business or industry must receive an authorization from the City before disposal into the POTW is allowed.

(b) The City or its designee shall have the right to inspect and sample any trucked or hauled waste before allowing discharge to the POTW to verify compliance with the provisions of this chapter and any applicable federal or state laws.

(c) The City shall have the right to refuse the discharge of any trucked or hauled waste to the POTW if it determines within its absolute discretion that the discharge of such trucked or hauled waste would not comply with the provisions of this chapter and any applicable federal or state laws.

(d) The discharge of any trucked or hauled waste containing hazardous wastes, as defined under applicable federal and state laws and regulations, to the POTW shall be strictly prohibited.

13.18.210 Trucked or Hauled Waste Disposal

(a) Trucked or hauled waste shall be introduced into the POTW at a designated receiving area or discharge point. Such wastes shall not violate any applicable Mills Municipal Code(s), specifically Section 13.32.040 or any other requirements established by the City and applicable federal or state laws.

Commented [PH3]: Need to correlate with prior version

(b) The City or its designee may issue wastewater discharge permits to the waste generator(s) or the hauler(s).

(c) All nondomestic hauled wastes must have prior authorization from the City or its designee for disposal at the POTW. The City or its designee may collect samples of each load or sample randomly to ensure compliance with applicable standards.

(d) The applicable waste hauler(s) or the generator(s) must complete City's waste-tracking manifest for every load and furnish the listed required information.

(e) In all cases, the City reserves the right to accept or reject any waste as it deems necessary. The City or its designee may stop or cease a discharge or disposal from a truck or other device at any time.

(f) A hauled waste disposal permit may be suspended or revoked for any violations of these regulations.

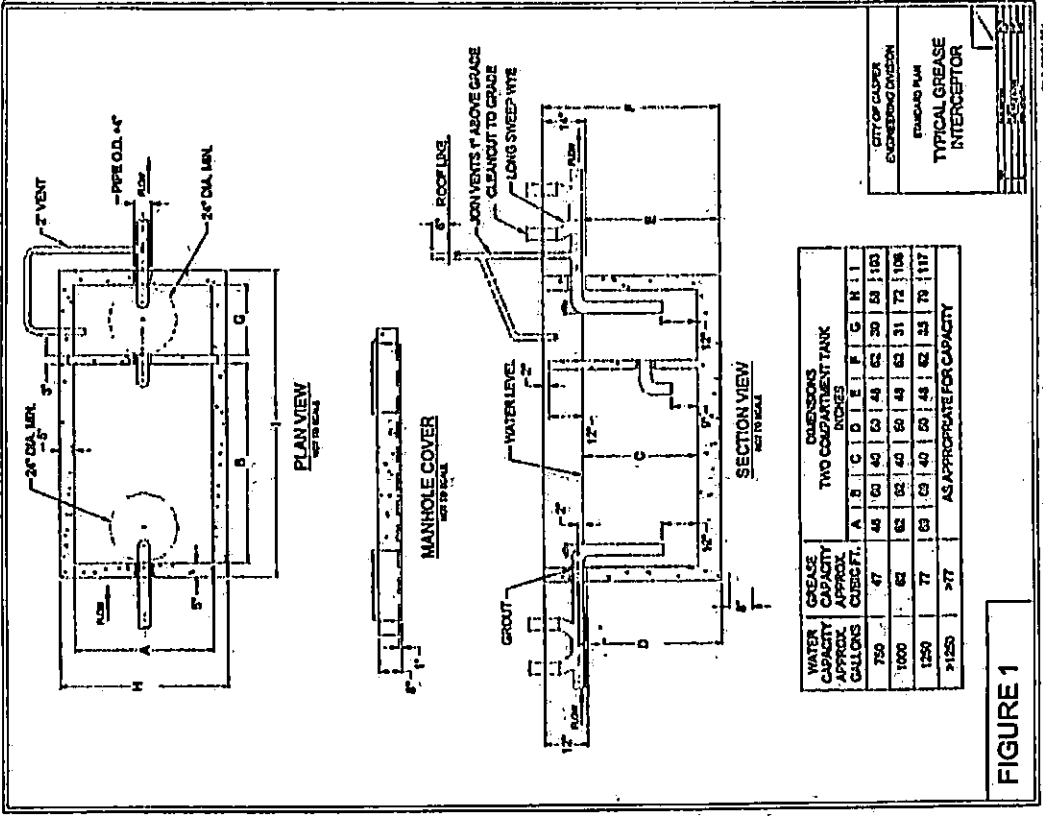
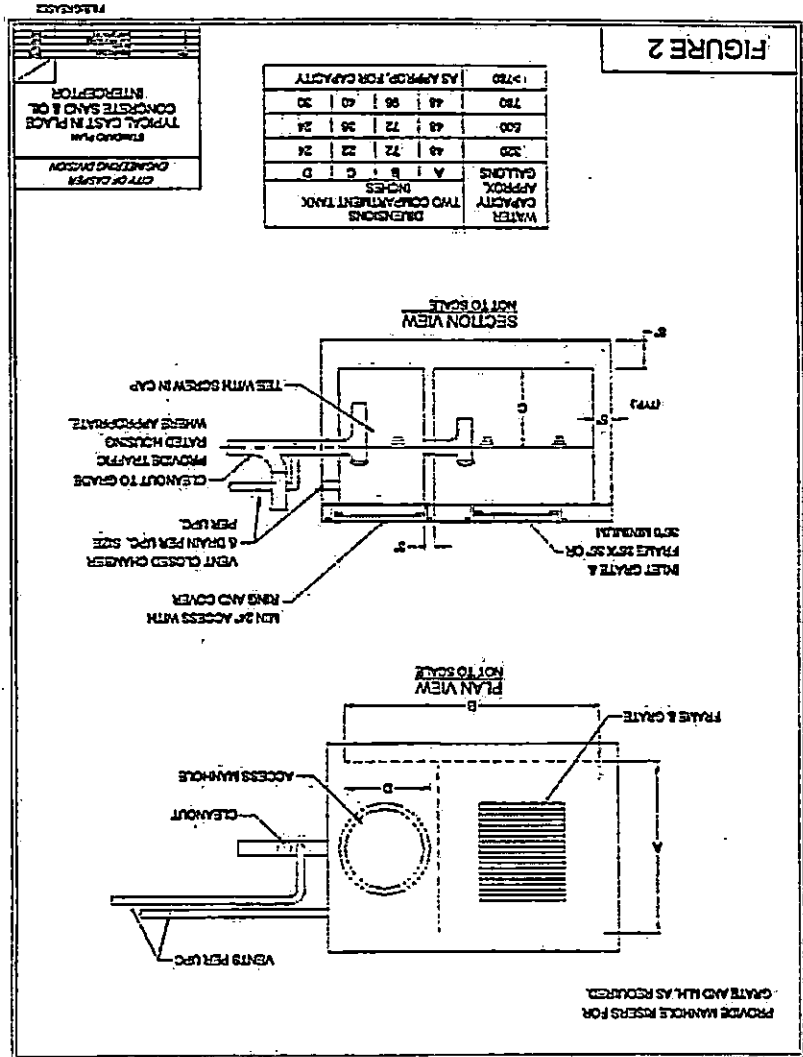


FIGURE 1



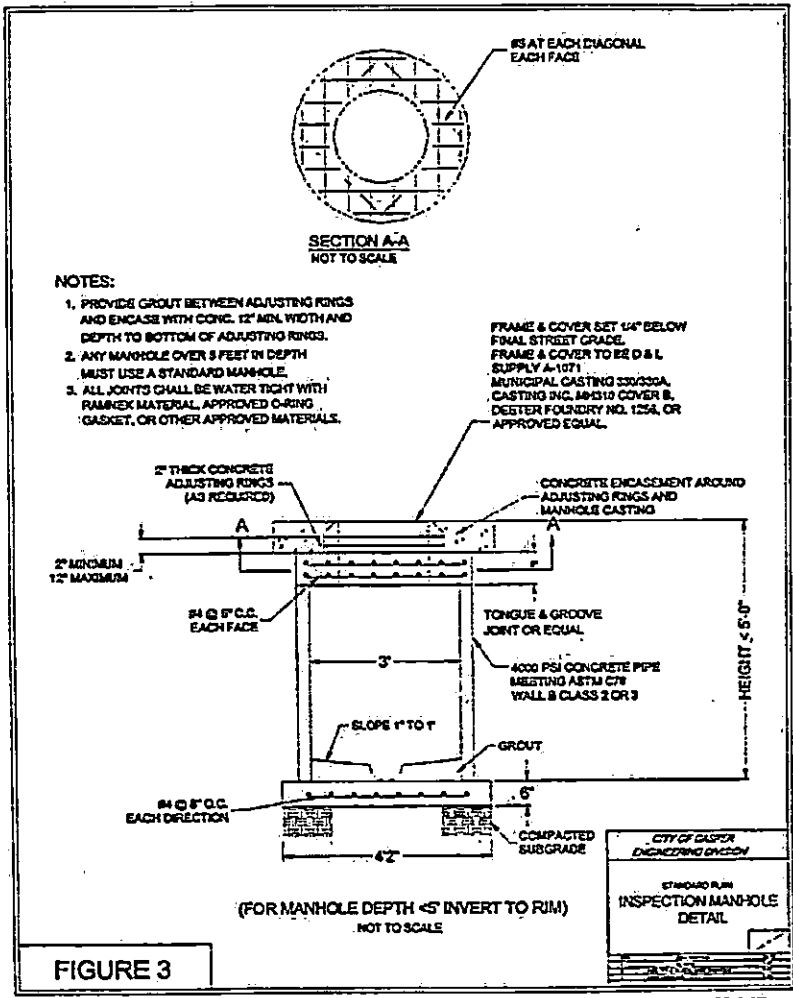
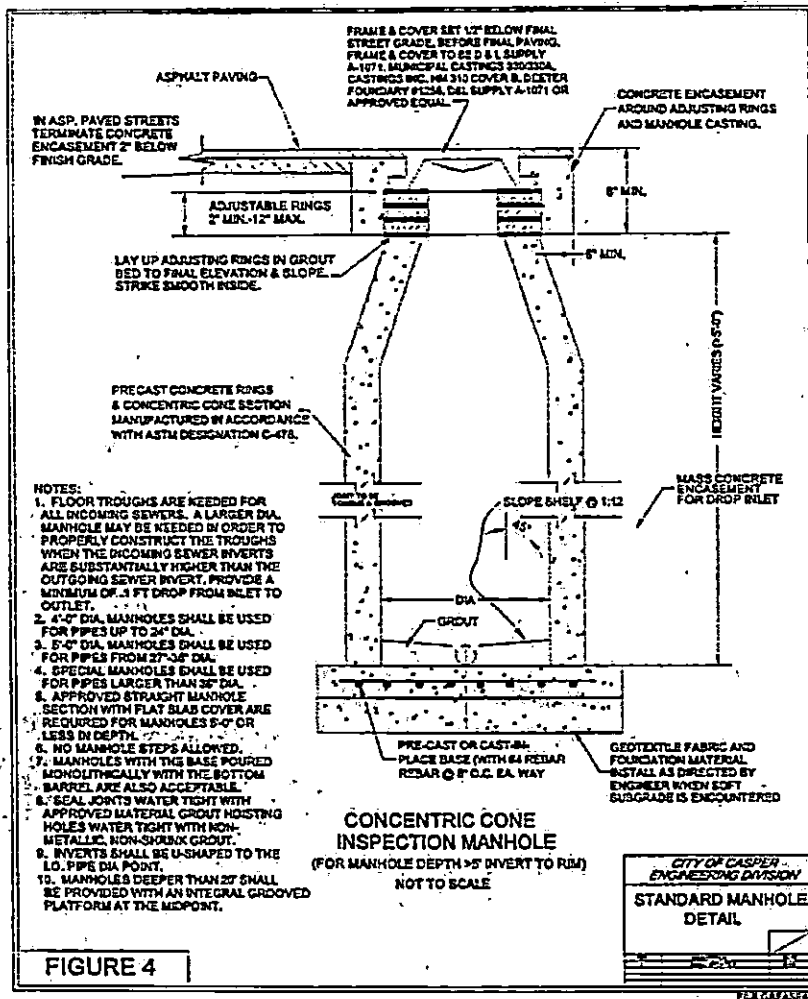


FIGURE 3

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13.18.220 Protection from Damage

No unauthorized person shall break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment that is a part of the sewage works.

13.18.230 Powers and Authority of Inspectors

(a) The City shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling and testing in accordance with the provisions of this chapter.

(b) While performing the necessary work on private properties referred to in subsection A of this section, the City shall observe all safety rules applicable to the premises established by the company.

(c) The City shall be permitted to enter all private properties through which the City holds a duly negotiated easement for the purposes of, but not limited to, inspections, observation, measurement, sampling, repair and maintenance of any portion of the sewage works lying within the easement. All entry and subsequent work, if any, on such easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

13.18.240 Penalties and Costs

(a) Penalties. Willful or intentional violation of this chapter is a Class A misdemeanor. Negligent failure to comply with any provision of this chapter, and the orders, rules, regulations and permits issued hereunder is a violation punishable by a fine up to one thousand dollars per day. Each day on which either category of a violation or offense shall occur or continue shall be deemed a separate and distinct offense.

(b) Costs. In addition to the penalties provided in this chapter, the City may recover reasonable attorney fees, court costs, court reporters' fees and other costs and expenses of litigation by appropriate civil suit at law against the person found to have violated this chapter or the orders, rules, and regulations, and permits issued hereunder and fees.

(c) Falsifying Information. Any person or entity that knowingly makes any false statements, representation or certification in any application, record, report, plan or other document filed or required to be maintained pursuant to this chapter, or industrial discharge permit, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this chapter, shall, upon conviction, be deemed guilty of and punished for a Class A misdemeanor.

13.18.259 Sewer Tap Fees

(a) Any person desiring the tapping of a sewer main belonging to the City, for the purpose of attaching an individual line thereto, shall be required to pay a sewer tap fees as set forth by resolution.

(b) Upon payment of other fees, together with such street cut fees as are provided by ordinance or rule, the public works director shall, within reasonable time following the contractor's completion of the excavation and site preparation, complete the connection to the sewer main.

(c) In the event it is necessary to install a service line of a size greater than four inches, the person desiring same shall be required to pay, in advanced, to the City the fees as determined by resolution or as set forth in the applicable subdivision agreement with the developer.

(d) Notwithstanding anything in this section to the contrary, the City council may, by written agreement, allow payment of a lower connect fee to be paid for connection in those instances where un-subdivided property is being developed or in the event of annexation to the City where the developer installs utility services at the developers' sole cost and liability.

CHAPTER 13.36
WASTEWATER DISCHARGE CONDITIONS

Will be in accordance with Mills' Codes.

Commented [PH4]: Is this all this section actually says?
Probably don't need it.

CHAPTER 13.19
URBAN STORMWATER QUALITY MANAGEMENT
AND DISCHARGE CONTROL

13.19.010 Title

This chapter shall be known as the "Stormwater Quality Management and Discharge Control Ordinance" of the City of Mills and may be so cited.

13.19.020 Purpose and Intent

The purpose and intent of this chapter is to ensure the health, safety, and general welfare of citizens, protect and enhance the water quality of watercourses and water bodies in a manner pursuant to and consistent with the Federal Clean Water Act (33 U.S.C. § 1251 et seq.) by reducing pollutants in stormwater discharges to the maximum extent practicable and by prohibiting non-stormwater discharges to the municipal separate storm sewer system (MS4) and to establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance.

13.19.030 Applicability

This chapter shall apply to all water entering the storm drain system generated on any developed and undeveloped lands unless explicitly exempted by an authorized enforcement agency.

13.19.040 Responsibility for Administration

The City mayor shall administer, implement, and enforce the provisions of this chapter. Any powers granted or duties imposed upon the City mayor may be delegated by the City mayor to persons or entities acting in the beneficial interest of or in the employ of the City.

13.19.050 Severability

If any provision, clause, sentence, or paragraph of this chapter or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this chapter.

13.19.060 Regulatory Consistency

This chapter shall be construed to assure consistency with the requirements of the Clean Water Act and acts amendatory thereof or supplementary thereto, or any applicable implementing regulations by the Wyoming Department of Environmental Quality.

13.19.070 Ultimate Responsibility of Discharger

The standards set forth herein and promulgated pursuant to this chapter are minimum standards; therefore this chapter does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants into surface waters of the state caused by said person. This chapter shall not create liability on the part of the City of Mills, or any agent or employee thereof, for any damages that result from any discharger's reliance on this chapter or any administrative decision lawfully made thereunder.

13.19.080 Prohibition of Illegal Discharges

No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including, but not limited to, pollutants or waters containing any pollutants that cause or contribute to a violation of Wyoming Water Quality Standards, other than stormwater.

The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:

(a) Discharges from the following activities will not be considered a source of pollutants to the storm drain system and to surface waters of the state when properly managed to ensure that no potential pollutants are present, and therefore they shall not be considered illegal discharges unless determined to cause a violation of the provisions of the Clean Water Act, the Wyoming Water Quality Standards, or this chapter: potable water line flushing; unpolluted pumped groundwater and other discharges from potable water sources; landscape irrigation and lawn watering; diverted stream flows; rising groundwater; groundwater infiltration to the storm drain system; unpolluted foundation and footing drains; unpolluted water from crawl space pumps; air conditioning condensation; unpolluted non-industrial roof drains; springs; individual residential car washing; flows from riparian habitats and wetlands; unpolluted street wash waters; and flows from firefighting.

(b) The prohibition shall not apply to any non-stormwater discharge permitted under a WYPDES permit, waiver, or waste discharge order issued to the discharger and administered by the state of Wyoming under the authority of the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or

order and other applicable laws and regulations, and provided that written approval has been granted by the City of Mills for any discharge to the storm drain system.

(c) With written concurrence from the Wyoming Department of Environmental Quality, the City of Mills may exempt in writing other non-stormwater discharges which are not a source of pollutants to the storm drain system, nor surface waters of the state.

13.19.090 Prohibition of Illicit Connections

(a) The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.

(b) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.

(c) A person is considered to be in violation of the Ordinance if the person connects a line conveying sewage to the storm sewer system or allows such a connection to continue.

13.19.100 Waste Disposal Prohibitions

No person shall throw, deposit, leave, dump, maintain, keep, or permit to be thrown, deposited, left, or maintained, or otherwise expose any chemical, fuel, animal waste, septic waste, refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, in or upon any public driveway, parking area, street, alley, sidewalk, component of the storm drain system, or surface waters of the state, so that the same may cause or contribute to pollution. Wastes deposited in proper waste receptacles for the purposes of collection are exempted from this prohibition. Any spills, discharge, or residues shall be removed as soon as possible and disposed of properly.

13.19.110 Discharges in Violation Of Industrial or Construction Activity WYPDES Stormwater Discharge Permit

Any person subject to an industrial or construction activity WYPDES stormwater discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the City mayor prior to or as a condition of a subdivision map, site plan, building permit, or development or improvement plan; upon inspection of the facility; during any enforcement proceeding or action; or for any other reasonable cause.

13.19.120 Requirement to Prevent, Control, and Reduce Stormwater Pollutants

(a) Authorization to Adopt and Impose Best Management Practices. The Erosion and Sediment Control Best Management Practices Manual for the City of Mills, Wyoming (2004), as it may be amended from time to time, details the best management practices that may be implemented to reduce erosion, sediment and pollution to stormwater. Where best management practices requirements are promulgated by the City or any federal, state of Wyoming, or regional agency for any activity, operation, or facility which would otherwise cause the discharge of

pollutants to the storm drain system or surface waters of the state, every person undertaking such activity or operation, or owning or operating such facility shall comply with such requirements.

(b) **New Development and Redevelopment.** The City may adopt requirements identifying appropriate best management practices to control the volume, rate, and potential pollutant load, such as sediment loading, of stormwater runoff from new development and redevelopment projects as may be appropriate to minimize the generation, transport and discharge of pollutants. The City shall incorporate such requirements in any land use agreement, entitlement, construction or building-related permit to be issued relative to such development or redevelopment. The owner and developer shall comply with the terms, provisions, and conditions of such land use agreements or entitlements and building permits as required in this chapter. New development and redevelopment projects shall also meet the requirements of Chapter 15.24 Erosion and Sediment Control in effect at the time of the development or redevelopment.

(c) **Responsibility to Implement Best Management Practices.** Notwithstanding the presence or absence of requirements promulgated pursuant to Section 13.19.110(a) and (b), any person engaged in activities or operations, or owning facilities or property which will or may result in pollutants entering stormwater, the storm drain system, or surface waters of the state shall implement best management practices to the extent they are technologically achievable to prevent and reduce such pollutants. The owner or operator of a commercial or industrial establishment shall provide reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses. Facilities to prevent accidental discharge of prohibited materials or other wastes shall be provided and maintained at the owner or operator's expense.

Best management practices required by the City can be obtained from the public services department by requesting the BMP list or the Erosion and Sediment Control Best Management Practices Manual for the City of Mills, Wyoming. Best management practices for urban stormwater quality management and discharge control may include, but are not limited to, one or more of the following listed practices:

- (i) Vegetated buffers.
- (ii) Vegetated swales.
- (iii) Catch basin inserts.
- (iv) Catch basin filter covers.
- (v) Infiltration trenches.
- (vi) Oil skimmers.
- (vii) Pollutant separators.
- (viii) In-line filters; silt fencing.
- (ix) Wind erosion control.

13.19.130 Requirement to Eliminate Illegal Discharges

Notwithstanding the requirements of Section 13.19.180 herein, the City mayor may require by written notice that a person responsible for an illegal discharge immediately, or by a specified date, discontinue the discharge and, if necessary, take measures to eliminate the source of the discharge to prevent the occurrence of future illegal discharges.

13.19.140 Requirement to Eliminate or Secure Approval for Illicit Connections

(a) The City mayor may require by written notice that a person responsible for an illicit connection to the storm drain system comply with the requirements of this chapter to eliminate or secure approval for the connection by a specified date, regardless of whether or not the connection or discharges to it had been established or approved prior to the effective date of this chapter.

(b) If, subsequent to eliminating a connection found to be in violation of this chapter, the responsible person can demonstrate that an illegal discharge will no longer occur, said person may request City approval to reconnect. The reconnection or reinstallation of the connection shall be at the responsible person's expense.

13.19.150 Watercourse Protection

Every person owning property through which a watercourse passes or abuts, or such person's lessee, shall keep and maintain that part of the watercourse free of trash, debris, and other obstacles that would pollute or contaminate the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within, abutting, or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse. The owner or lessee shall not remove healthy bank vegetation beyond that actually necessary for maintenance, nor remove said vegetation in such a manner as to increase the vulnerability of the watercourse to erosion. The property owner shall be responsible for maintaining and stabilizing that portion of the watercourse that is within or abutting their property lines in order to protect against erosion and degradation of the watercourse originating or contributed from their property.

13.19.160 Requirement to Remediate

Whenever the City mayor finds that a discharge of pollutants is taking place or has occurred which will result in or has resulted in pollution of stormwater, the storm drain system, or surface waters of the state, the City mayor may require, by written notice to the owner of the property and/or the responsible person, that the pollution be remediated and the affected property restored within a specified time pursuant to the provisions of Sections 13.19.200 through 13.19.220 below.

13.19.170 Requirement to Monitor and Analyze

The City mayor may require, by written notice of requirement, that any person engaged in any activity and/or owning or operating any facility which may cause or contribute to stormwater pollution, illegal discharges, and/or non-stormwater discharges to the storm drain system or surface waters of the state, to undertake, at said person's expense, such monitoring and analyses and furnish such reports to the City of Mills as deemed necessary to determine compliance with this chapter.

13.19.180 Notification of Spills

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of

any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into stormwater, the storm drain system, or surface waters of the state from said facility, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of a hazardous material; said person shall immediately notify emergency response officials (dial 911) of the occurrence via emergency dispatch services. In the event of a release of nonhazardous materials, said person shall notify emergency response officials (dial 911) within two hours of the discovery of the discharge. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence.

13.19.190 Authority to Inspect

The City mayor, or his/her designee, may make periodic inspections for the purpose of seeing that this chapter is complied with, and it is unlawful for any owner or occupant of any business building or premises to refuse such inspection, provided that the same are made at reasonable times.

13.19.200 Authority to Sample, Establish Sampling Devices, and Test

During any inspection as provided herein, the City mayor, or his/her designee, may take any samples and perform any testing deemed necessary to aid in the pursuit of the inquiry or to record site activities.

13.19.210 Notice of Violation

Whenever the City mayor, or his designee, finds that a person has violated a prohibition or failed to meet a requirement of this chapter, the City mayor, or his/her designee, may order compliance by written notice of violation to the responsible property owner and the occupant thereof. Such notice may require without limitation:

- (a) The performance of monitoring, analyses, and reporting;
- (b) The elimination of illicit connections or discharges;
- (c) That violating discharges, practices, or operations shall cease and desist;
- (d) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;
- (e) Payment of a fine to cover administrative and remediation costs; and
- (f) The implementation or maintenance of source control or treatment BMPs.

Whenever it shall come to the attention of the City that any of the provisions of this chapter are being violated, the City mayor, or his/her designee, shall serve upon the owner and the occupant of such business building or premises, a notice in writing pointing out the specific violation and

requiring such person or persons to comply with the appropriate provision or provisions of this chapter. Such notice shall fix a time limit for compliance therewith and shall notify the recipient of their due process rights as established herein.

If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be done by the City or a contractor designated by the City mayor and the expense thereof shall be charged to the violator.

13.19.220 Abatement by City

If the violation has not been corrected pursuant to the requirements set forth in the notice of violation, or in the order of the hearing examiner, if applicable, then the City or a contractor designated by the City mayor may enter upon the subject private property and is authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow the City or designated contractor to enter upon the premises for the purposes set forth above.

13.19.230 Appeals

Within ten days of receiving written notice pursuant to Section 13.12.200, an affected owner or occupant may appeal the decision of the City mayor and request a hearing by filing written notice of the appeal with the City mayor. Such notice of appeal shall contain the owner or occupant's name, address, contact information and the nature and reason for their appeal. Upon receipt of said appeal request, the mayor's office shall request that the municipal court schedule a hearing in front of a municipal court judge in his or her capacity as an administrative hearing examiner to determine what remediation, if any, must be accomplished, and a deadline for said remediation as well as for reimbursement to the City of any costs incurred by the City, if applicable. Said hearing shall be conducted under the Wyoming Administrative Procedure Act. The municipal court shall notify the City mayor's office, the City attorney's office, and the owner and occupant of the property of the date, time and location of said hearing and any matters incident thereto. Said hearing shall be electronically recorded by the municipal court and the municipal court shall be responsible for maintaining any files and records related to said hearing.

If the hearing examiner upholds the decision of the City mayor or otherwise requires repair, abatement, or remediation of a violation of this chapter, then the owner or occupant of the property affected shall complete such remediation or abatement within the time period set by the hearing examiner. If such action is not completed within the designated timeframe, the City may, without further notice or proceedings, enter upon the premises and effect such repairs, remediation, or abatement and may assess and charge any and all costs related thereto to the property owner, the occupant thereof, and/or the effected real property as a lien thereon, collectable as provided by the law and any such unpaid costs shall constitute a lien against the subject property.

13.19.240 Emergency Abatement

The City mayor is authorized to require immediate abatement of any violation of this chapter that constitutes an immediate threat to the health, safety or well-being of the public. If any such violation is not abated immediately as directed by the City mayor, the City of Mills is authorized to enter onto private property and to take any and all measures required to remediate the violation. Any expense related to such remediation undertaken by the City of Mills shall be fully reimbursed by the property owner and/or responsible party. Any relief obtained under this section shall not prevent the City from seeking other and further relief authorized by law.

13.19.270 Violations

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this chapter. A violation of or failure to comply with any of the requirements of this chapter shall constitute a misdemeanor and shall be punished as set forth in Municipal Code Title 1.

13.19.260 Violations Deemed a Public Nuisance

In addition to the enforcement processes and penalties hereinbefore provided, any condition caused or permitted to exist in violation of any of the provisions of this chapter is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored by the City at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken by the City.

13.19.270 Acts Potentially Resulting in a Violation of the Federal Clean Water Act

Any person who violates any provision of this chapter or any provision of any requirement issued pursuant to this chapter may also be in violation of the Clean Water Act and may be subject to the sanctions of those acts including civil and criminal penalties. Any enforcement action authorized under this chapter shall also include written notice to the violator of such potential liability.

13.19.280 Submission of Final Record Drawings-Preparation and Required Information

The owner/contractor/engineer/developer shall submit digital and hard copy drawings of all subdivisions, site construction, building construction or other construction that modifies existing stormwater infrastructure or includes the addition of stormwater infrastructure. The digital and hard copy drawings must be prepared by a registered Wyoming land surveyor or engineer and be clearly drawn on a sheet of tracing cloth or other transparent, stable base material, and shall include the following:

- (a) The name of the subdivision, site plan or other construction, legal description, name and signature(s) of owner(s), developer(s) and engineer, placed in the lower right-hand corner of the drawing.
- (b) Date of preparation, written scale, graphic scale (one inch equals fifty feet [1" = 50'] or a multiple thereof) and north sign designated as a true north.

(c) Location of existing stormwater conveyances and all newly installed stormwater conveyances.

(d) A layout including the following:

- (i) Boundary lines with accurate distances and bearings, and the exact location and width of all existing or recorded streets intersecting the boundary of the tract.
- (ii) Where applicable, curve data, so labeled, showing the radii, central angles, arc length, notation of nontangent curves, and location of points of curvatures and intersections.
- (iii) Location of existing and proposed easements (including drainage easements), designated as to use and size.
- (iv) The right-of-way lines, widths, locations and street names of all existing and proposed streets or roads within the proposed subdivision.

(e) A vicinity map indicating the location of the construction/subdivision with respect to a recognizable larger area, at a scale of one inch equals six hundred feet (1" = 600') unless written approval of the engineering director is obtained for another scale.

(f) A size conforming to one of the following:

- (i) Twenty-two by thirty-six inches (one and one-half-inch margin left-hand, short side; one-half-inch margin all other sides).
- (ii) Twenty-one and one-half by thirty inches (one and one-half-inch margin left-hand, short side; one-half-inch margin all other sides).
- (iii) Thirty-five by forty inches (three-fourths-inch margin all around).
- (iv) Thirty-six by twenty-four inches (one and one-half-inch margin left-hand, short side; one-half-inch margin all others).
- (v) Eighteen by twenty-four inches (one and one-half-inch margin left-hand, long side; three-eighths-inch margin all other sides).

(g) A digital copy of the construction/building site/subdivision construction shall be submitted as part of the final record construction drawing requirement and shall be in an electronic format that has been adopted by the City council, by resolution,

(h) File names shall be a maximum of eight characters with the appropriate file type designator (E00) as the suffix characters. Files may be compressed into a zip file format.

(i) Each digital submission shall have a clearly defined layering convention in which all entities or drawing components of like type are grouped into distinct layers. At a minimum, the components that must be grouped into distinct layers are the boundary, street centerlines, street rights-of-way, lot lines, easements, street names, lot dimensions, manhole type and size, storm sewer sizes and material types for each stormwater element including all catch basins, catch leads, manholes, outfalls, and main line storm sewers. Included with each DXF file shall be a list in an ASCII text file that contains the layer names used in the submitted file. Each layer name shall be followed with a description of the type of entity found on each layer.

(j) Each digital submission shall show at least four corners with Wyoming State plane coordinates (X, Y and Z) in NAD 83 datum. The convergence angle and combination factor shall be shown on all final drawings.

(k) In the event that an applicant does not have the means to submit a digital plat or map, the City shall perform the work to convert a plat into a digital format for the applicant at a fee to the applicant of the actual cost of the City to do so.

The owner/sub divider/engineer/contractor shall provide record drawings, signed and stamped by the engineer providing observations services, depicting the actual configuration and conditions after construction. Record drawings shall include locations and elevations for all stormwater conveyances and structures. One set of reproducible record drawings on Mylar and one set in digital format compatible with the City's drafting and GIS programs shall be provided to the City engineer's office prior to issuance of the letter of completion and start of the warranty period.

ORDINANCE NO. 759

AN ORDINANCE REPEALING THE EXISTING TITLE 13 ON PUBLIC SERVICE IN ITS ENTIRETY AND REPLACING IT WITH A NEW TITLE 13 ON GENERAL OFFENSES

WHEREAS, The City of Mills, Wyoming has had the occasion to review Title 13 of its Ordinances and to revise the same; and

WHEREAS, after said review and due deliberation, the City of Mills has decided that the attached text better serves the needs of the public and the City of Mills as of the current date;

NOW THEREFORE, The City Council of the City of Mills hereby repeals the entire exiting Title 13 and replaces the same with the attached text, which shall be the new Title 13 upon the effective date of adoption

This ordinance shall be in full force and effect upon passage on three readings and publication.

PASSED on 1st reading the _____ day of _____, 2021

PASSED on 2nd reading the _____ day of _____, 2021.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this _____ day of _____, 2021.

TOWN OF MILLS, WYOMING

Seth Coleman, Mayor

Sara McCarthy, Council

Darla R. Ives, Council

James Hollander, Council

Brad Neumiller, Council

ATTESTED:

Christine Trumbull, Town Clerk

ORDINANCE NO. 760

AN ORDINANCE REPEALING THE EXISTING TITLE 10 ON VEHICLES AND TRAFFIC IN ITS ENTIRETY AND REPLACING IT WITH A NEW TITLE 10 ON GENERAL OFFENSES

WHEREAS, The City of Mills, Wyoming has had the occasion to review Title 10 of its Ordinances and to revise the same; and

WHEREAS, after said review and due deliberation, the City of Mills has decided that the attached text better serves the needs of the public and the City of Mills as of the current date;

NOW THEREFORE, The City Council of the City of Mills hereby repeals the entire exiting Title 10 and replaces the same with the attached text, which shall be the new Title 10 upon the effective date of adoption

This ordinance shall be in full force and effect upon passage on three readings and publication.

PASSED on 1st reading the ____ day of _____, 2021.

PASSED on 2nd reading the ____ day of _____, 2021.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2021.

CITY OF MILLS, WYOMING

Seth Coleman, Mayor

Sara McCarthy, Council

Darla R. Ives, Council

James Hollander, Council

Brad Neumiller, Council

ATTESTED:

Christine Trumbull, Town Clerk

TITLE 10
VEHICLES AND TRAFFIC

Chapters:

- 10.04 Uniform Act Regulating Traffic on Highways
- 10.08 Administration and Enforcement
- 10.12 Licensing, Registration and Insurance
- 10.16 Traffic – Control Devices
- 10.20 Vehicle Equipment and Operation
- 10.24 Speed Limits and Speed Zones
- 10.28 Turning Movements
- 10.32 Through Streets, Stop Signs and Yielding Right-of-Way
- 10.36 Parking
- 10.52 Careless Driving and Driving Under the Influence
- 10.56 Accidents
- 10.60 Impoundment and Abandoned Vehicles
- 10.64 Bicycles, Toy Vehicles, Rollerblades, In-Line Skates, Roller Skates, Snowboards, Skis, Rollerskis, Scooters, Coasters, Skateboards and Similar Devices
- 10.68 Motorcycles and Off-Road Vehicles
- 10.72 Parades and Funeral Processions
- 10.76 Pedestrians
- 10.80 Play Streets
- 10.88 Truck Traffic

CHAPTER 10.04
UNIFORM ACT REGULATING TRAFFIC ON HIGHWAYS

10.04.010 - Uniform Act adopted.

The Uniform Act Regulating Traffic on Highways, Wyoming Statutes, as amended from time to time, §31-5-101 to §31-5-1701 *et seq.* and all parts of those articles is adopted by the Town of Mills. These State laws are adopted by reference and incorporated in this section as if set out in full. Periods of imprisonment are specifically abrogated except for those identified within W.S. §31-5-233. Amendments and additions passed by the State of Wyoming shall automatically be adopted into this section where applicable. (*Ord. No. 677; 7-27-2016*)

10.04.020 - Uniform Act - Sections not adopted.

It is recognized certain sections of the Uniform Act would not be applicable to the Town of Mills. Sections, which are not applicable and are inconsistent or out of character with the Town of Mills are not adopted.

Article 3 – Speed Regulations - The Uniform Act is modified where the Town of Mills has posted speed regulations inconsistent with Article 3.

Article 6 – Pedestrians Rights and Duties is adopted as applicable to the Town of Mills.

Article 10 – Size and Weight Limits is adopted where applicable to the Town of Mills. It is recognized State highways intersect the Town of Mills and the Town of Mills has been given the authority to enforce laws upon those roadways.

Article 15 – Motorcycle Safety Education Program – is not adopted. (*Ord. No. 677; 7-27-2016*)

10.04.030 - Local provisions relating to right-of-way in crosswalks.

(a) Except as provided in subsection E of this section, when traffic control signals are not in place, or not in operation, the driver of a vehicle shall yield the right-of-way, slowing down or stopping, if need be, to yield to a pedestrian crossing the roadway within a crosswalk when the pedestrian is upon the half of the roadway upon which the vehicle is traveling or when the pedestrian is approaching so closely from the opposite half of the roadway as to be in danger.

(b) No pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a vehicle which is so close as to constitute an immediate hazard. As soon as it is possible to safely cross a roadway within a crosswalk, a pedestrian shall promptly do so by the most direct route. No person shall stand or loiter in or near a crosswalk if such act interferes with the lawful movement of traffic.

(c) Subsection A of this section does not apply under the conditions stated in Section 31-5-603(b) of the Wyoming Statutes.

(d) Whenever any vehicle is stopped at a marked crosswalk, or at any unmarked crosswalk, at an intersection to permit a pedestrian to cross the roadway, the driver of any other vehicle approaching from the rear shall not overtake and pass the stopped vehicle.

(e) At designated or marked school crosswalks, when pedestrians are in the crosswalk or waiting to enter the crosswalk, the driver of a vehicle shall yield the right-of-way to the pedestrian by stopping before entering the crosswalk, and shall remain stopped until the pedestrian has crossed the roadway; provided, however, that this subsection shall not apply to the drivers of vehicles which are upon roadways divided by a median, if pedestrians are not crossing, or waiting to cross, that portion of the roadway upon which the driver's vehicle is traveling.

Chapter 10.08
ADMINISTRATION AND ENFORCEMENT

10.08.010 - Regulations and enforcement—Police chief authority.

The Chief of Police by and with the approval of the Town administration is empowered to make regulations necessary to make effective the provisions of the traffic ordinances of the Town and to make and enforce temporary or experimental regulations to cover emergencies or

special conditions. No such temporary or experimental regulation shall remain in effect for more than ninety days.

10.08.020 - Vehicles not to be operated contrary to law.

It is unlawful for the owner, or any other person, employing or otherwise directing the driver of any vehicle, to require or knowingly to permit the operation of such vehicle upon a street in any manner contrary to law.

Article I. - Traffic Division

10.08.030 - Establishment.

There may be established in the police department a traffic division to be under the control of an officer of police appointed by and directly responsible to the Chief of Police.

Where a traffic division has not specifically been created the existing Police Department shall be deemed to be the traffic division.

Article II. - Traffic Court

10.08.110 – Mills Town Court.

The Mills Town Court shall sit as the traffic court for the Town of Mills.

10.08.120 - Duties and responsibilities.

The following duties are imposed upon the traffic violations bureau with reference to traffic offenses:

(a) It shall accept designated fines, issue receipts and represent in court such violators as are permitted and desire to plead guilty, waive court appearance and give power of attorney.

(b) It shall receive and issue receipts for cash bail from the persons who must or wish to be heard in court, enter the time of their appearance on the court docket, and notify the arresting officer and witnesses, if any, to be present.

(c) It shall keep an easily accessible record of all violations of which each person has been guilty during the preceding twelve months, whether such guilt was established in court or in the traffic violations bureau.

10.08.130 - Fines—Schedule to be Set by Mills Judge.

A violation of any provision of this section is guilty of a misdemeanor and is subject to the provisions as set forth in Title 1 of this Code, as amended. The Mills Judge who hears traffic cases shall designate the specified offenses under this chapter and other ordinance of the Town

and the state traffic laws in respect to which payments of fines may be accepted by the Court Clerk in satisfaction thereof, and shall specify by suitable schedules the amount of such fines for first, second and subsequent offenses, where authorized, and not otherwise inconsistent with this Code or state statute, provided such fines are within the limits declared by law or ordinance, and shall further specify what number of such offenses shall require appearance before the Mills Judge and those whose appearance may be forfeited in lieu of the payment of the bond.

Such schedule of fines, where authorized, may be amended from time to time as is consistent with the authority of the Mills Judge and consistent with the general penalties provided in Title 1. Any penalty which may be imposed shall be consistent with the schedules in place and in effect at the time of the commission of the offense.

10.08.150 - Fines—Optional procedures.

Any person charged with a traffic offense for which payment of a fine may be made to the Court Clerk shall have the option of paying such fine within the time specified in the citation at the Clerk of the Mills Court upon entering plea of guilty and upon waiving appearance in court, or may have the option of depositing required lawful bail and upon a plea of not guilty shall be entitled to a trial as authorized by law.

10.08.160 - Fines—Payment deemed acknowledgment of conviction of offense.

The payment of a fine to the Clerk of the Mills Court shall be deemed an acknowledgment of conviction of the alleged offense, and the Clerk of the Mills Court, upon accepting the prescribed fine, shall issue a receipt to the violator acknowledging payment thereof.

10.08.170 - Fines—Disposition.

All fines or forfeitures collected upon conviction or upon the forfeiture of bail of any person charged with a violation of any of the provisions of this chapter shall be paid to the Clerk of the Mills Court and will be turned over to the Town Treasurer and by him deposited in the general fund of the town.

Chapter 10.12
LICENSING, REGISTRATION AND INSURANCE

10.12.010 - Operator's License Required.

It is unlawful for any person to drive, steer or exercise any degree of physical control of any motor vehicle or a vehicle being towed by a motor vehicle upon the streets of this Town unless such person has in his possession a valid operator's license issued or recognized by the state for the class and type with applicable endorsements valid for the motor vehicle being driven.

10.12.020 - State registration and licensing required.

It is unlawful for any person to own or operate a motor vehicle upon the public streets, alleys or highways of the Town without first having registered the vehicle, obtained a license therefore and affixed thereto such license plates as are required, all in accordance with the applicable laws of the state pertaining to the licensing and registering of motor vehicles, as such laws now exist and as the same may from time to time be amended.

10.12.030 - Driver's license—Restrictions.

It is a misdemeanor for any person:

- (a) To display or permit to be displayed, or have in his possession, any cancelled, revoked, suspended, fictitious or fraudulently altered driver's license;
- (b) To lend his driver's license to any other person or knowingly permit the use thereof by another;
- (c) To display or represent as one's own any driver's license not issued to him;
- (d) To fail or refuse to surrender to the department upon lawful demand any driver's license which has been suspended, revoked or cancelled;
- (e) To use a false or fictitious name in any application for a driver's license or to knowingly make a false statement or to knowingly conceal a material fact or otherwise commit a fraud in any application.

10.12.040 - Driving While License Suspended or Revoked Prohibited.

(a) It is unlawful and punishable, as provided in subsection B of this section, for any person to operate a motor vehicle within the corporate limits of the Town, or within any area over which the Town has jurisdiction, at a time when his privilege to do so is cancelled, suspended or revoked.

10.12.050 - Failure to Maintain Liability Coverage—Exceptions.

(a) No owner of a motor vehicle required to be registered shall operate or permit the operation of a motor vehicle without having in full force and effect a motor vehicle liability policy in amounts provided by Section 31-9-405(b) of the Wyoming Statutes or a bond in amounts provided by Section 31-9-102(a)(xi) of the Wyoming Statutes.

(b) Any police officer issuing a citation for any moving violation, or inspecting any vehicle, shall require the operator of any motor vehicle required to be registered to produce evidence that the operator or owner of the motor vehicle has in full force and effect a motor vehicle liability policy as required in subsection A of this section. Any operator or owner of a motor vehicle required to be registered who is not able to demonstrate evidence of compliance

with subsection A of this section may be charged with violating that subsection. The displaying or exhibiting of a validly issued insurance identification card by an operator or owner of the motor vehicle constitutes compliance with this section. No operator or owner of a motor vehicle charged with violating this section shall be convicted if he produces in court one of the following which was valid at the time of arrest or at the time the citation was issued:

- i. A liability policy previously issued to him;
- ii. Evidence of a bond on file with the department in amounts provided by Section 31-9-102(a)(xi) of the Wyoming Statutes.

This section does not apply to:

- i. Self-insurers pursuant to Section 31-9-414 of the Wyoming Statutes;
- ii. A vehicle owned by a nonresident and registered in another jurisdiction provided, the vehicle is covered by an automobile insurance policy complying with the laws of the jurisdiction in which it is registered.

Chapter 10.16
TRAFFIC-CONTROL DEVICES

10.16.010 - Analysis, installation and maintenance authority.

It shall be the general duty of the Chief of Police to determine the installation and proper timing and maintenance of official traffic-control devices, to conduct engineering analyses of traffic accidents and to devise remedial measures, to conduct investigation of traffic conditions and to cooperate with other town officials in the development of ways and means to improve traffic conditions, and to carry out the additional powers and duties imposed by this chapter and other ordinances of the Town.

10.16.020 - Testing of Official Traffic-Control Devices.

The Chief of Police may test official traffic-control devices under actual conditions of traffic.

Chapter 10.20
VEHICLE EQUIPMENT AND OPERATION

10.20.020 - Width restrictions.

No vehicle in excess of eight (8) feet six (6) inches in width or carrying a load which extends a greater distance at its maximum width shall be driven upon any street unless the driver thereof shall first obtain a written permit therefor from the Chief of Police.

10.20.030 - Exiting from left-hand side of vehicle.

Any person emerging from the left-hand side or driver side of any motor vehicle into the line of traffic must not do so without exercise of caution and persons so emerging must give the right-of-way to approaching vehicles in the line of traffic.

10.20.050 - Unnecessary Engine Noises Prohibited.

It is unlawful for the operator of any vehicle in the Town to unnecessarily race his engine or backfire same or cause any other unnecessary engine noise.

10.20.060 - Use of Engine Compression Brakes Prohibited.

No person shall operate or use any vehicle engine compression brake within the corporate limits of the Town.

10.20.060 - Spotlights.

(a) It is unlawful to use a spotlight on any motor vehicle upon any street within the Town limits as a running light or driving light except in emergency.

(b) It is unlawful to use on any motor vehicle operated upon the streets of the Town any lighting device except as permitted by the state motor vehicle code.

10.20.070 - Riding upon motor vehicles prohibited when.

(a) No person shall ride on a motor vehicle, upon any portion thereof, not specifically designed for the use of passengers for such purpose, or while driving, or in control thereof, allow a person to so ride. This provision shall not apply to an employee engaged in the necessary discharge of a duty, or to a person or persons riding within truck bodies in space intended for cargo. For the purpose of this section, riding shall be considered standing, sitting, kneeling, crouching or lying upon the motor vehicle. This section shall not apply to participants riding or driving in a duly permitted parade.

10.20.075 - Emergency road closure.

(a) The driver of a motor vehicle, upon approaching a street or traffic lane(s) which is closed or blocked off by the Mills Police Department, Mills Fire Department, Natrona County sheriff's office, Wyoming Highway Patrol, ambulance, or any other readily identifiable emergency or law enforcement vehicles, flares, cones, traffic barricades, or any readily identifiable emergency or law enforcement personnel, shall not drive around or pass through same unless directed to do so by a law enforcement officer, fire personnel, or community service officer.

10.20.080 - Speed or acceleration contest or exhibition—Penalty.

(a) No person shall engage in any motor vehicle speed or acceleration contest, or exhibition of speed, or acceleration, on any street or highway without approval of the governing body of the Town No person shall aid or abet in any such motor vehicle speed or acceleration contest or exhibition on any street or highway in violation of this section.

10.20.090 - Obstructing intersections and crosswalks.

No driver or operator of a motor vehicle shall enter an intersection or a marked crosswalk unless there is sufficient space at the other side of the intersection or crosswalk to accommodate the entire vehicle he is driving or operating, without it obstructing the passage of other vehicles or pedestrians, notwithstanding any traffic control signal indicating to proceed.

Chapter 10.24
SPEED LIMITS AND SPEED ZONES

10.24.010 - Twenty Mile per Hour speed zones.

The speed limit in the Town of Mills shall be twenty (20) miles per hour unless otherwise posted.

10.24.020 – Authority of Chief of Police to Determine Speed Limits.

The Chief of Police shall have the authority to impose another speed limit where appropriate after consultation with other appropriate department heads.

10.24.030 – School Zones.

The Chief of Police shall have the authority to determine the existence and placement of school zones where appropriate after consultation with other appropriate department heads.

10.24.040 - Regulation of speed limits and zones for alleys.

The posted speed limit for alleys shall be fifteen miles per hour. "Alleys" shall be defined as a minor private or public thoroughfare, other than a dedicated half street, which is less than thirty feet wide which the rear of land or building lots generally abut, and which affords a secondary means of vehicular access to the land, building or lots.

Chapter 10.28
TURNING MOVEMENTS

10.28.020 - U-turns.

The driver of any vehicle shall not turn such vehicle so as to proceed in the opposite direction upon any street in a business district or on any through street, and shall not upon any other street so turn a vehicle except at an intersection when it can be done with safety and without interference with other traffic.

Chapter 10.32
THROUGH STREETS, STOP SIGNS AND YIELDING RIGHT-OF-WAY

10.32.010 - Through streets—Declared and defined.

Every street or portion thereof at the entrances to which vehicular traffic from the intersecting street is required by law to stop before entering or crossing the same and when stop signs are erected as provided in Section 10.32.030 is declared to be a through street.

10.32.050 - Hazardous Intersections.

The Chief of Police is authorized to determine and designate intersections where particular hazards exist upon other than through streets and to determine whether vehicles shall stop at one or more entrances to any such stop intersection and shall erect a stop sign at every place where a stop is required.

10.32.070 - Yield right-of-way sign defined.

A "yield right-of-way" sign is a sign bearing the phrase "yield" and is trapezoidal in shape.

10.32.080 - Yield right-of-way signs—Chief of Police to determine locations.

The Chief of Police is authorized to determine and designate intersections where a particular hazard exists and to determine whether vehicles on one of the intersecting streets shall yield the right-of-way to vehicles and pedestrians on the other street or streets, and to erect a yield sign in every place where such sign is needed.

10.32.090 - Yield right-of-way intersection—Speed limits.

- (a) The driver of a vehicle approaching a yield sign shall slow to a speed of not more than ten miles per hour and yield right-of-way to all vehicles approaching from the right or left on the intersecting streets which are so close as to constitute an immediate hazard.
- (b) Any speed greater than ten miles per hour past a yield sign is prohibited.

10.32.100 - Yield right-of-way intersection—Collision deemed prima facie evidence.

If a driver is involved in a collision at an intersection or interferes with the movement of other vehicles or pedestrians after driving past a yield sign, such collision or interference shall be deemed prima facie evidence of the driver's failure to yield right-of-way.

Chapter 10.36
PARKING

10.36.010 - Delegation of Authority.

The Chief of Police, by and through his or her designee, is hereby authorized to, in accordance with appropriate state and federal statutes, rules and regulations, designate and post prohibitions, limitations, regulations and exceptions thereto, regarding parking motor vehicles within the Town limits of Mills.

10.36.020 – Parking; General prohibitions.

(a) In addition to any specific regulations adopted pursuant to the above-granted delegation of authority, it shall be unlawful to park a motor vehicle within the Town limits of Mills:

- i. At any place, time or manner prohibited by the Mayor or his or her designee;
- ii. On a sidewalk;
- iii. In a parkway, without a properly displayed permit;
- iv. In front of a public or private driveway or garage entrance on a street or in an alley;
- v. Within an intersection;
- vi. Within fifteen feet of a fire hydrant;
- vii. On a crosswalk;
- viii. Within twenty feet of a crosswalk or an intersection, unless otherwise permitted by the Town engineer;
- ix. Within thirty feet upon the approach to any flashing beacon, stop sign or traffic control signal located at the side of a roadway;
- x. Within twenty feet of the nearest rail of a railroad crossing;
- xi. Within twenty feet of the driveway entrance to any fire station;
- xii. Alongside or opposite any street excavation or obstruction when stopping, standing or parking would obstruct traffic;
- xiii. On the roadway side of any vehicle stopped or parked at the edge of the curb of a street (double parked);
- xiv. In any underpass within the Town;
- xv. At any place where official regulatory signs prohibit stopping, standing or parking, except as set forth on and in compliance with said regulatory sign;
- xvi. Adjacent to any portion of an official painted yellow curbline, except where regulated by, and in conformance with, a regulatory sign;

- xvii. In any manner that is not parallel with the edge of the roadway, headed in the direction of lawful traffic movement, and with the outside wheels of the vehicle more than eighteen inches from the curb or edge of the roadway, except where marked for diagonal parking, where the vehicle must be parked with the outside front wheel of the vehicle within six inches of the curb or edge of the roadway;
- xviii. In a manner that allows less than ten feet of the width of the roadway for free movement of vehicular traffic;
- xix. In a manner that allows less than fifteen feet of the width of the alley for free movement and unobstructed access to public utilities and refuse containers;
- xx. Upon any roadway for the principal purpose of displaying such vehicle for sale; or, washing, greasing or repairing such vehicle except repairs necessitated by an emergency;
- xxi. Upon any private property, without permission of the owner of said private property;
- xxii. In a permanent reserved space of any kind, without proper permits and proper display of said permits;
- xxiii. In a handicapped parking space without valid and properly displayed handicapped parking permits, tags or license plates;
- xxiv. In a marked bus stop; and
- xxv. In a publicly owned parking lot in violation of posted limits, restrictions or permit requirements.

(b) No person shall park any commercial vehicle which is longer than twenty-five (25) feet in length, or wider than eight (8) feet six (6) inches in width, or any truck tractor, or any semitrailer, upon any street or alley in the Town, except in those areas designated as business and in the industrial areas on the zoning district map of the Town, except when such commercial vehicles, truck tractors or semitrailers are in the process of loading or unloading at the site of origin or delivery of shipments, No person shall park any commercial vehicle, truck tractor, or semitrailer of any dimensions, loaded with live animals, or any hazardous material as defined by U.S. Department of Transportation regulations. A commercial vehicle of twenty-five (25) feet or less in length may only be parked in front of the vehicle owner's property, or where the driver of the vehicle has business.

(c) No person shall park any recreational vehicle, as defined in this chapter, on any street within the Town for a period in excess of five days in any thirty-day period.

- i. The owner of any such recreational vehicle may apply to the Town for permit to park the recreational vehicle on a public street in front of the lot owned by him. If the Chief of Police determines that there is insufficient space or access to the lot for storage of such unit, then he shall notify the applicant, who shall obtain the signatures of four of the five lots adjacent to and across the street from the applicant agreeing to the parking of such vehicle. The petition shall be presented to the Chief of Police before a permit to park on the street will be approved. The five lots shall mean the

two lots immediately adjacent on the same side of the street (one on each side) and the three lots immediately across the street. A permit allowing parking of such vehicle shall not be issued for parking on an Arterial or Collector Street, as designated by the Chief of Police.

- ii. Permits are good for one, five-month consecutive period in a calendar year and can be renewed annually if no objections have been received from adjoining property owners. The fee for such permit or the renewal of the permit shall be as approved by a resolution of the council.
- iii. The use of a recreational vehicle as a dwelling when parked on private property or on a public street be limited to five (5) days in any sixty (60) day period, except when parked at any recreational vehicle park.

(d) No person shall park on certain designated snow route streets during a snow emergency. Snow route streets may be determined by the Town Council by resolution.

(e) It shall be unlawful for any person to own, store, park or otherwise maintain a motor vehicle upon the public streets, alleys or highways of the Town without first having registered the vehicle, obtained a license therefor and affixed thereto such license plates as are required, all in accordance with the applicable laws of the state pertaining to the licensing and registering of motor vehicles, as such laws now exist and as the same may from time to time be amended.

(f) At any corner formed by the intersecting streets, it shall be unlawful to park any recreational vehicle, as defined in this chapter, within the triangle formed by the intersection of the curb face of the extended curb lines, measured back a distance of thirty feet with a line drawn to form a right triangle.

(g) It shall be unlawful for any person to remove, erase, deface, obliterate or render unusable for the purpose of enforcement of this chapter or the provisions outlined in the parking ordinances of the Town of Mills, Wyoming, as may be amended from time to time by resolution of the Town Council, any chalk mark, marker, or other indicator placed on a vehicle or any portion thereof by an authorized representative of the Town for the purpose of measuring the passage of time or the movement of a vehicle stopped, standing or parking on any street, or in any parking lot or structure, or portion thereof.

10.36.030 - Recreational vehicle—Defined.

(a) For purposes of this chapter, "recreational vehicle (RV)" means any of the following:

- i. A vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, in accordance with ANSI Standards Bulletin No. 119-A;

- ii. A pickup camper, meaning a structure designed to be mounted on a truck chassis, for use as a temporary dwelling for travel, recreation and vacation;
- iii. A motor home, meaning a portable, temporary dwelling, to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle;
- iv. A camping trailer, meaning a structure mounted on wheels and designed for travel, recreation and vacation use; or
- v. Any boat, boat trailer, van trailer, utility trailer, horse trailer, or trailer of any type.

10.36.040 - Vehicle removal authorized when.

Whenever any police or code enforcement officer finds a vehicle upon a street or highway or in a restricted parking area in violation of the provisions of this chapter, such officer is authorized to move such vehicle, or require the driver or other person in charge of vehicle to move the same. Should the officer not be able to move the vehicle or find the person in charge of the vehicle, the officer is authorized to have the vehicle towed and impounded.

When a vehicle is left parked in the same place continuously for seventy-two (72) hours, any police or code enforcement officer is authorized to impound the vehicle.

10.36.050 - Penalties and enforcement.

(a) Parking in violation of this chapter in the Town of Mills, Wyoming, as may be amended from time to time by resolution of the Town Council, shall constitute a misdemeanor.

(b) Any violation of this chapter which continues for a period of twenty-four hours or more shall constitute a new and separate distinct violation.

(c) Conviction of abuse or violation of the terms of the various parking permits shall result in revocation of the permit, and the holder of said permit shall be subject to other penalties or remedies.

(d) It shall constitute notice to every person charged with violating this chapter, if the Chief of Police or his/her designee affixes to or deposits in a motor vehicle, found to be parked in violation of this chapter, a parking ticket indicating thereon that the motor vehicle is parked in violation of this chapter, the street address or location where such violation occurred, the date upon which the same occurred, the license number of such motor vehicle, and notice of time and date the owner of such motor vehicle is to pay the fine or post the bond for the violation, and the bond and fine amount for the violation. The owner of any motor vehicle who fails to appear at the Mills court at the time fixed in any such notice, shall be formally charged, by criminal complaint with violation of this chapter. The original parking citation shall serve as the formal complaint in the matter if served pursuant to Wyoming law. It shall be presumed that the last known address to which the vehicle is registered is a valid address for service of notice under this chapter.

(e) In the event that any person receiving any ticket or notice of violation does not desire to appear before the Mills court to answer to such charge, he may post a cash bond in the amount of the fine for the violation with the Mills court. Such bonds shall be forfeited unless such person shall appear before the Mills judge at the time fixed in such notice, and upon forfeiture of such bonds, no further action shall be taken against such violator.

(f) The fact that a motor vehicle which is parked in violation of this chapter is registered in the name of a person shall be prima facie evidence that such person was in control of the automobile at the time of such parking.

(g) In addition to any other penalties or remedies enumerated in this chapter, the Chief of Police or his or her designee may tow, impound and/or immobilize any vehicle that has accumulated five or more unpaid or unadjudicated notices of violation that are thirty or more days past due. For handicapped parking violations, the threshold shall be one or more notices of violations that are thirty or more days past due. Any vehicle towed, immobilized or impounded pursuant to this chapter may be released upon the payment of the outstanding fines leading to the towing, immobilization or impoundment, or the posting of a bond with Mills court in the amount of the fines, along with a request for a hearing to adjudicate the underlying violations.

(h) The Chief of Police or his or her designee may tow any vehicle parked in violation of this chapter at any time, if said vehicle is obstructing traffic flow, street or utility work, access to public or private property, or in any way jeopardizes the health, safety or welfare of the public.

Chapter 10.52
CARELESS DRIVING AND DRIVING UNDER THE INFLUENCE

10.52.080 - Trial procedure when previous conviction exists.

In the event the complaint, information or citation alleges a conviction of Section 10.52.030, or a conviction for a violation of the law prohibiting driving while under the influence within ten years of the charge of a violation of Section 10.52.030, the trial on the charged violation shall proceed as in other cases. If the defendant is convicted of the charged violation, and does not plead guilty to the charge of the previous conviction, he shall be tried on the charge of the previous conviction. In a trial where a previous conviction is alleged, a duly authenticated copy of the record of previous conviction and judgment against the defendant of any court are prima facie evidence of the previous conviction and may be used in evidence against the defendant.

10.52.090 - Consideration of prior conviction for purpose of enhancing penalty permitted.

A conviction under a law prohibiting driving while under the influence, which occurred within ten years before the effective date of the ordinance codified in this chapter, may be alleged in a complaint, information or citation and considered by the court for the purpose of enhancing the penalty for a violation of Section 10.52.030, as provided in Section 10.52.060.

Chapter 10.56 - ACCIDENTS
Chapter 10.60 - IMPOUNDMENT AND ABANDONED VEHICLES

Article I. - General Impoundment Procedures

10.60.010 - Authorization to remove and store vehicles.

Whenever any police or code enforcement officer finds a vehicle unattended upon any street, alley or other public property where such vehicle constitutes an obstruction to traffic or for other reasons set forth in Section 10.60.020, such officer is authorized to provide for the removal of such vehicle to the nearest Town garage or other place of safety designated by the Chief of Police or his appointed authority, at the expense of the registered owner thereof.

10.60.020 - Circumstances requiring removal of vehicle.

(a) Members of the police department or code enforcement are authorized to remove a vehicle from a street or highway or restricted parking area to the Town garage or other place of safety under the circumstances hereinafter enumerated:

- i. When any vehicle is left unattended upon any bridge or viaduct or in any subway, where such vehicle constitutes an obstruction to traffic;
- ii. When a vehicle upon a highway is so disabled as to constitute an obstruction to traffic and the person or persons in charge of the vehicle are by reason of physical injury incapacitated to such an extent as to be unable to provide for its custody or removal;
- iii. Reserved;
- iv. When the driver of such vehicle is taken into custody by the police department and such vehicle would thereby be left unattended upon a street, highway or restricted parking area;
- v. When such vehicle is found being driven on the streets or highways and is not in proper condition to be driven;
- vi. When a driver, owner or person in charge of such vehicle, while driving or in charge of such vehicle, or while such vehicle was parked or stopped, has received a notice to answer to a charge against him for violation of the provisions of this title or other traffic ordinances, and such driver, owner or person in charge has failed to appear and answer to such charge;

(b) Any vehicle may be impounded in the Town garage, if voluntarily agreed to by the owner thereof, upon the suspension of any fine or other penalty imposed against the driver or owner by the Mills court for a violation of a traffic ordinance;

(c) Any violator taken into custody pursuant to the provisions of this title or other Town ordinances prohibiting driving when under the influence of intoxicating liquor may at the discretion of the proper authority be released without posting bond if he agrees to the impounding in the Town garage of the vehicle owned and driven by him to insure his appearance in the Mills court to answer the charges against him, and pay such fine as may be assessed against him.

10.60.030 - Private wrecker service and places of impoundment—Charges set by council resolution.

The Chief of Police is authorized to provide for the removal of vehicles impounded under this chapter by private wrecker services and to provide for places of impoundment. No vehicle impounded under this chapter shall be released therefrom until such charges for towing such vehicle into storage and storage charges have been paid by the registered owner thereof. The charge for towing, storage or removal of such motor vehicle shall be fixed by the Town Council by resolution from time to time; provided, however, that when in the judgment of the Chief of Police a vehicle has been impounded through no fault of the owner, and where the levying of such charges would be unjust, such towing, storage and removal charges shall be paid out of the Town's general fund if such charges were incurred through the towing, storage or removal by a private service.

10.60.040 - Notice to owner.

Whenever an officer removes a vehicle from a street as authorized in this chapter and the officer knows or is able to ascertain from the registration or other records in the vehicle or otherwise the name and address of the owner thereof, such officer shall immediately give or cause to be given notice in writing to such owner of the fact of such removal, the reasons therefor and of the place to which such vehicle has been removed.

10.60.050 - Procedure when owner unknown.

Whenever an officer removes a vehicle from a street under this chapter and does not know and is not able to ascertain the name of the owner, or for any other reason is unable to give the notice to the owner as hereinbefore provided, and in the event the vehicle is not returned to the owner within a period of three days, then and in that event the Chief of Police may consider that the motor vehicle may have been stolen and shall immediately send or cause to be sent a written report of such removal by mail to the state department, whose duty it is to register motor vehicles. Such notice shall include a complete description of the vehicle, the date, time and place from which removed, the reasons for such removal, and name of the garage or place where the vehicle is stored, with the request that the owner of such vehicle be notified immediately.

10.60.060 - Disposal of vehicles.

Any vehicle impounded pursuant to this chapter and left unattended on public or private property without the express consent of the owner or person in lawful possession or control of such property, for a period in excess of five days, shall be deemed to be abandoned and shall be disposed of in the manner provided in this chapter.

Article II. - Abandoned Vehicles

10.60.070 - Prohibited where—Exceptions—Removal and impoundment procedure.

(a) No person shall abandon a motor vehicle on the streets, alleys or public property of the Town.

(b) Reserved.

(c) Any police or code enforcement officer who has reasonable grounds to believe that a vehicle has been abandoned may remove the vehicle, or cause it to be removed at the expense of the owner, to the nearest place of impoundment provided for by the county or the sheriff of the county. Removal of an abandoned vehicle from private property shall be upon the written request, upon a form prescribed by the department of revenue, of the owner or person in lawful possession or control of the property. The police department shall immediately send, or cause to be sent, a written report of such removal to the department of revenue, which report shall include a description of the vehicle, the date, time and place of removal, the grounds for removal and the place of impoundment of such vehicle.

(d) For purposes of this section, a vehicle shall be presumed to be abandoned if it is left unattended on a street, alley or other public ground for more than twenty-four hours after a notice of intent to impound has been placed on it pursuant to paragraph E of this section, or private property without express consent of the owner or person in lawful possession or control of the property more than five days after a notice of intent to impound has been placed on it pursuant to paragraph E of this section.

(e) A notice of intent to impound an abandoned vehicle by a police officer shall be placed in a prominent position on a vehicle when a police or code enforcement officer reasonably believes it is abandoned. The notice of intent shall remain on the vehicle at least twenty-four hours prior to removal and impoundment by a police officer if abandoned on a street, alley, or any other public ground, and five days if abandoned on private property.

10.60.080 - Abandonment presumed when—Exceptions.

(a) For the purpose of this section, a vehicle shall be presumed to be abandoned if it is in an inoperable condition and is not currently registered.

(b) This section and the provisions contained in this code concerning storage of wrecked, disabled vehicles and junk, shall not apply to:

- i. Antique or historic motor vehicles as defined in Section 31-1-101 of the Wyoming Statutes; provided same are licensed pursuant to Section 31-3-102 of the Wyoming Statutes;
- ii. Vehicles kept in an enclosed garage or storage building; provided same are not visible from any other land or public way;
- iii. Vehicles used for educational or instructional purposes at any public school;

- iv. Vehicles or junk in the custody of the Town being stored pending disposal;
- v. Vehicles and junk at junkyards which are licensed under, and in compliance with, the laws of the Town.

10.60.090 - Impound storage and towing fees set by council resolution.

All impound storage and towing fees shall be established by the Town Council by resolution.

10.60.100 - Disposal of vehicles.

All abandoned vehicles impounded under the provisions of this chapter may be disposed of in accordance with Section 31-13-104 et seq., of the Wyoming Statutes, 1977, as amended.

Chapter 10.64
BICYCLES, TOY VEHICLES, ROLLERBLADES, IN-LINE SKATES, ROLLER SKATES, SNOWBOARDS, SKIS, ROLLERSKIS, SCOOTERS, COASTERS, SKATEBOARDS AND SIMILAR DEVICES

Article I. - Bicycles

10.64.010—10.64.050 - Reserved.

10.64.060 – Bicycles; Obedience to traffic rules required.

Every person riding or propelling a bicycle upon any street or other public highway in the Town shall observe all traffic rules and regulations applicable thereto, and shall turn only at intersections, signal for all turns, ride at the right-hand side of the street or highway, pass to the left when passing overtaken vehicles and individuals that are slower moving and shall pass vehicles to the right when meeting.

10.64.070 - Obedience to traffic signs required.

Persons riding bicycles shall observe all traffic signs and stop at all stop signs.

10.64.080 - Lights and reflectors.

No bicycles, toy vehicles, rollerblades, in-line skates, roller skates, snowboards, skis, rollerskis, scooters, coasters, skateboards, or similar devices, as defined in Section 10.64.150(C) (hereinafter referred to as "vehicle") shall be permitted on any street or other public highway of the Town between thirty minutes after sunset and thirty minutes before sunrise, without a headlight visible under normal atmospheric conditions from the front thereof for not less than five hundred feet, indicating the approach or presence of the vehicle, firmly attached to such vehicle and properly lighted, or without a red reflector attached to and visible from all distances from fifty feet to three hundred feet from the rear thereof when directly in front of lawful upper

beams of headlamps on a motor vehicle. A lamp emitting a red light visible from a distance of five hundred feet to the rear may be used in addition to the red reflector. The headlight shall give a clear white light.

10.64.090 - Riding on sidewalks—Right-of-way.

Any person riding a bicycle upon a sidewalk of the Town except sidewalks in the business district as hereinafter enumerated shall grant the right-of-way to any pedestrian thereon.

10.64.100 - Safe operation required.

No bicycle shall be ridden faster than is reasonable and proper and every bicycle shall be operated with reasonable regard to the safety of the operator or any person upon the sidewalks, streets and other public highways of the Town.

10.64.120 - Riding abreast of more than one other bicycle prohibited.

No person shall ride or propel a bicycle upon any street or other public highway in the Town abreast of more than one other person riding or propelling a bicycle.

10.64.130 - More than one rider on a bicycle prohibited—Exception.

No person shall ride or propel a bicycle on a street or other public highway of the Town with another person in any position in front of or behind the operator, unless the bicycle is of a tandem type equipped with a seat for each such additional person.

10.64.135 - Reserved.

Article II. - Toy Vehicles, Rollerblades, In-line Skates, Roller Skates, Snowboards, Skis, Rollerskis, Scooters, Coasters, Skateboards and Similar Devices

10.64.155 - Riding on fixtures.

No person shall ride any toy vehicles, rollerblades, in-line skates, roller skates, snowboards, skis, rollerskis, scooters, coasters, skateboards, or similar devices or any bicycle upon, over, against, or otherwise on any bench, table, planter, railing, stair, step, utility equipment, or any other fixture, whether permanently attached or not, in any public place unless such place or fixture has been designated by the Town for such use, or unless upon private property and with the permission of the owner of the property.

10.64.165 - Obedience to traffic rules required.

Every person propelling a vehicle by human power upon any street or other public highway in the Town has all of the rights and all of the duties applicable to the driver of any vehicle upon such roadways, including, but not limited to: turning only at intersections, signaling for all turns, riding at the right-hand side of the street or highway, passing to the left when

passing overtaken vehicles and individuals that are slower moving, and passing vehicles to the right when meeting.

Chapter 10.68
MOTORCYCLES AND OFF-ROAD VEHICLES

10.68.010 - Off-highway use prohibited—Exceptions.

It is unlawful for any person to drive, ride or use a motorcycle, motor-driven cycle or motor vehicle, as such vehicles are defined by Section 31-1-101 of Wyoming State Statutes, 1977, as amended, upon any public or private property which is not an improved street or highway, or an improved private street, or parking lot, except that this section shall not apply in any of the following instances:

(a) Where such vehicles are being driven, ridden or used on property by the owner, resident or tenant of such property, or by an authorized visitor when such a visitor is accompanied by or has a written authorization in his possession from the owner, resident or tenant of such property;

(b) Where such use is permitted pursuant to a use permit or otherwise in accordance with the zoning regulations of the Town.

10.68.020 - Chapter provisions not exclusive.

The regulations contained in this chapter do not supersede or preclude the enforcement of the zoning regulations or any other regulations contained in this code which are applicable to any conduct regulated by this chapter.

Chapter 10.72
PARADES AND FUNERAL PROCESSIONS

Article I. - Parades

10.72.010 - Definitions.

For the purposes of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

(a) "Chief of Police" means the chief of police of the town.

(b) "Parade" means any parade, march, ceremony, show, exhibition, pageant or procession of any kind, or any similar display, in or upon any street, park or other public place in the town.

(c) "Parade permit" means a permit as required by this article.

10.72.020 - Permit—Required when.

(a) No person shall engage in, participate in, aid, form or start any parade, unless a parade permit shall have been obtained from the Chief of Police.

(b) This article shall not apply to:

- i. Funeral processions;
- ii. Students going to and from school classes or participating in educational activities; provided, that such conduct is under the immediate direction and supervision of the proper school authorities;
- iii. A governmental agency acting within the scope of its functions.

10.72.030 - Permit—Application—Filing period.

(a) A person seeking issuance of a parade permit shall file an application with the Chief of Police on forms provided by such officer.

(b) An application for a parade permit shall be filed with the Chief of Police not less than five days or more than ten days before the date on which it is proposed to conduct the parade.

(c) The application for a parade permit shall set forth the following information:

- i. The name, address and telephone number of the person seeking to conduct such parade;
- ii. If the parade is proposed to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorized and responsible heads of such organization;
- iii. The name, address and telephone number of the person who will be the parade chairman and who will be responsible for its conduct;
- iv. The date when the parade is to be conducted;
- v. The route to be traveled, the starting point and the termination point;
- vi. The approximate number of persons who, and animals and vehicles which, will constitute such parade, the type of animals and description of the vehicles;
- vii. The hours when such parade will start and terminate;
- viii. A statement as to whether the parade will occupy all or only a portion of the width of the streets proposed to be traversed;
- ix. The location by streets of any assembly areas for such parade;
- x. The time at which units of the parade will begin to assemble at any such assembly area or areas;
- xi. The interval of space to be maintained between units of such parade;
- xii. If the parade is designed to be held by, and on behalf of or for, any person other than the applicant, the applicant for such permit shall file with the Chief of Police a communication in writing from the person proposing to

- hold the parade, authorizing the applicant to apply for the permit on his behalf;
- xiii. Any additional information which the Chief of Police shall find reasonably necessary to a fair determination as to whether a permit should issue.

(d) The Chief of Police, where good cause is shown therefor, shall have the authority to consider any application hereunder which is filed less than five days before the date such parade is proposed to be conducted.

(e) There shall be no fee for the issuance of a parade permit.

10.72.040 - Permit—Contents.

Each parade permit shall state the following information:

- (a) Starting time;
- (b) Minimum speed;
- (c) Maximum speed;
- (d) Maximum interval of space to be maintained between the units of the parade;
- (e) The portions of the streets to be traversed that may be occupied by the parade;
- (f) The maximum length of the parade in miles or fractions thereof;

(g) Such other information as the Chief of Police shall find necessary to the enforcement of this article.

10.72.050 - Permit—Conditions for issuance.

The Chief of Police shall issue a permit as provided for under this article when, from a consideration of the application and from such other information as may otherwise be obtained, he finds that:

- (a) The conduct of the parade will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route;
- (b) The conduct of the parade will not require the diversion of so great a number of police officers of the town to properly police the line of movement and the areas contiguous thereto as to prevent normal police protection to the town;
- (c) The conduct of such parade will not require the diversion of so great a number of ambulances to prevent normal ambulance service to portions of the town other than that to be occupied by the proposed line of march and areas contiguous thereto;

(d) The concentration of persons, animals and vehicles at assembly points of the parade will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly areas;

(e) The conduct of such parade will not interfere with the movement of fire-fighting equipment in route to a fire;

(f) The conduct of the parade is not reasonably likely to cause a clear and present danger of injury to persons and property;

(g) The parade is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays in route;

(h) The parade is not to be held for the sole purpose of advertising any product, goods or event, and is not designed to be held purely for private profit.

10.72.060 - Permit—Notice to town and other officials.

Immediately upon the issuance of a parade permit, the Chief of Police shall send a copy thereof to the following:

- (a) Mayor;
- (b) Town attorney;
- (c) Fire chief;
- (d) Director of the department of public works;
- (e) Postmaster.

10.72.070 - Permit—Notice of rejection.

The Chief of Police shall act upon the application for a parade permit within two days after the filing thereof. If the Chief of Police disapproves the application, he shall mail to the applicant, within two days after the date upon which the application was filed, a notice of his action, stating the reasons for his denial of the permit.

10.72.080 - Permit—Appeal procedure.

Any person aggrieved shall have the right to appeal the denial of a parade permit to the town council. The appeal shall be taken within one day after notice. The Town council shall act upon the appeal within two days after its receipt.

10.72.090 - Alternative permit procedure.

The Chief of Police, in denying an application for a parade permit, shall be empowered to authorize the conduct of the parade on a date, at a time or over a route different from that named by the applicant. An applicant desiring to accept an alternate permit shall, within two days after notice of the action of the Chief of Police, file a written notice of acceptance with the Chief of Police. An alternate parade permit shall conform to the requirements of, and shall have the effect of, a parade permit under this article.

10.72.100 - Permit—Compliance with regulations—Possession during parade.

(a) A permittee under this article shall comply with all permit directions and conditions and with all applicable laws and ordinances.

(b) The parade chairperson or other person heading or leading such activity shall carry the parade permit upon his person during the conduct of the parade.

10.72.110 - Permit—Revocation conditions.

The Chief of Police shall have the authority to revoke a parade permit issued under this article upon violation of the standards for issuance as set forth in this article.

10.72.120 - Parking restrictions on parade route—Signs.

The Chief of Police shall have the authority, when reasonably necessary, to prohibit or restrict the parking of vehicles along a highway or part thereof constituting a part of the route of a parade. The Chief of Police shall post signs to such effect, and it shall be unlawful for any person to park or leave unattended any vehicle in violation thereof. No person shall be liable for parking on a street unposted in violation of this article.

10.72.130 - Driving through parades prohibited.

No driver of a vehicle, streetcar or trackless trolley shall drive between the vehicles or persons comprising a parade when such vehicles or persons are in motion and are conspicuously designated as a parade.

10.72.140 - Obstruction and interference prohibited.

No person shall unreasonably hamper, obstruct or impede, or interfere with any parade or parade assembly or with any person, vehicle or animal participating or used in a parade.

Article II. - Funeral Processions

10.72.150 - Right-of-way to be yielded when.

(a) A funeral procession led by a funeral car displaying flashing lights, has the right-of-way in the lane or portion of the roadway upon which it is traveling, subject to the following:

- i. The driver of the lead vehicle of the procession shall comply with all traffic control devices except when otherwise directed by a law enforcement officer. Vehicles in the procession displaying head lamps may follow the lead vehicle without stopping at stop signs or traffic signals. Vehicles in the procession shall yield the right-of-way to authorized emergency vehicles;
- ii. Vehicles in a funeral procession shall be driven on the right-hand side of the roadway and, if a laned roadway, in the right-hand lane nearest the right-hand edge of the roadway.

(b) Drivers of oncoming vehicles are required to yield the right-of-way to funeral processions and no driver of a vehicle shall drive between the vehicles comprising a funeral or other authorized procession.

(c) For the purposes of this article, a funeral car shall include the private vehicle of the funeral service or mortuary company and any other private vehicle authorized by the Mills police department.

(d) Any vehicle other than the vehicle of the funeral service or mortuary company, shall be required to register with the Mills police department prior to leading any funeral processions.

Chapter 10.76
PEDESTRIANS

10.76.010 - Loitering in crosswalk.

All pedestrians crossing streets or roadways in marked or unmarked crosswalks shall not loiter in the crosswalk.

10.76.020 - Crossing streets in business district or school zones.

It is unlawful for any pedestrian to cross any street within the central business district of the town, as defined by Section 10.24.010, or to cross any street within any school zone within the town, except at marked or indicated crosswalks which shall be provided by the town.

Chapter 10.80
PLAY STREETS

10.80.010 - Establishment authorized when.

The Chief of Police shall have authority to declare any street or part thereof a play street and to place appropriate signs or devices in the roadway indicating and helping to protect the same.

10.80.020 - Driving restrictions.

Whenever authorized signs are erected indicating any street or part thereof as a play street, no person shall drive a vehicle upon any such street or portion thereof except drivers of vehicles having business or whose residences are within such closed area, and then any driver shall exercise the greatest care in driving upon any such street or portion thereof.

Chapter 10.88
TRUCK TRAFFIC

10.88.010 - Definitions.

(a) "Truck" means any vehicle designed, used or maintained primarily for the transportation of property, and whose rated load capacity exceeds two tons. For the purpose of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

- i. "Deviating truck" means a truck which leaves and departs from a truck route while traveling inside the town.
- ii. "Load" means the weight or quantity of anything being transported by a truck.
- iii. "Oversize load" means a load, fixed or unfixed, that exceeds the size limits set forth in this chapter.
- iv. "Overweight load" means a load, fixed or unfixed, that exceeds the weight limits set forth in this chapter.
- v. "Permit" means a written authorization to move or operate on a highway a vehicle or vehicles with load of size or weight exceeding the limits as specified by this chapter.
- vi. "Streets of destination" means any street inside the town not designated as a truck route.
- vii. Streets of the town. "Street" means and includes public streets, avenues, boulevards, highways, roads, alleys, lanes, viaducts, bridges and the approaches thereto, and all other public thoroughfares in the town, and, as designated by this chapter, allows for the operation of truck traffic.
- viii. Tire, Pneumatic. "Pneumatic tire" means a tire of rubber or other resilient material which depends on compressed air for support of a load.

(b) "Truck route" means a public way within the town, as designated in this chapter, over and along which trucks must operate.

(c) "Unladen weight" means the actual weight of a vehicle, including the cab, body, and all accessories with which the vehicle is equipped for normal use on highways, excluding the weight of any load. The unladen weight of vehicles mounted with machinery or equipment not normally designed for the vehicle and not used for the transportation of property other than the machinery or equipment is three-fourths of the gross weight of the vehicle.

10.88.020 - Application of chapter provisions.

The provisions of this chapter shall apply to the operation of trucks within the town, except to the extent that such provisions are in conflict with state or federal law.

10.88.030 - Exempt vehicles designated.

This chapter shall not prohibit:

(a) Emergency Vehicles. The operation of emergency vehicles upon any street in the town;

(b) Detoured Vehicles. The operation of trucks upon any officially established detour in any case where such truck could lawfully be operated upon the street for which such detour is established;

(c) School Buses. The operation of public or private school buses upon any street in the town;

(d) Government Maintenance Vehicles. The operation of government maintenance vehicles upon any street in the town.

10.88.040 - Authority to weigh and measure.

The Chief of Police, or his appointee, shall have the authority to require the driver of any truck operating on the streets of the town, and which he has reason to believe is overweight or oversize, to proceed with the truck to an appropriate weight station or stopping place for the purpose of determining whether this chapter has been complied with.

10.88.050 - Height, width and tires—Permit conditions.

(a) No truck, unladen or with load or load-holding devices thereon, in excess of eight and one-half feet in width and/or fourteen feet in height, shall be driven upon any Town street without a special use permit.

(b) The wheels of all trucks shall be equipped with pneumatic tires. In special cases, trucks hauling single items of machinery or equipment which cannot be readily dismantled or divided, and the size of such vehicles exceeds the limits herein prescribed, may be operated provided a special use permit has been obtained from the State Highway Superintendent and

chief engineer, except that trucks operating on the streets of the Town shall first secure permission of the Chief of Police.

10.88.060 - Operation on non-truck-route streets.

The operation of trucks over and along any Town street not designated a truck route, shall be permitted only for the purpose of reaching a point of destination inside the Town, provided that:

(a) One Destination Point. All trucks having a single destination point in the Town shall proceed only over an established truck route, and shall deviate only at the intersection with the street upon which such traffic is permitted nearest to the destination point. A deviating truck shall return to the truck route by the shortest possible route;

(b) Multiple Destination Points. All trucks having multiple destination points shall proceed only over established truck routes, and shall deviate only at the intersection with the street upon which such traffic is permitted, nearest to the first destination point. Upon leaving the first destination point, a deviating truck shall return to the nearest truck route, and proceed to other destination points by the shortest direction, and only over streets upon which such traffic is permitted. Upon leaving the last destination point, a deviating truck shall return to the truck route by the shortest permissible route;

(c) Routes for Construction as designated by the Town Engineer. The Town Engineer may appoint a truck route as part of construction site plans or construction activities.

10.88.070 – Designation of Truck routes.

The Chief of Police after consultation with appropriate department heads shall have the authority to designate truck routes within the Town of Mills.

10.88.090 - Map maintenance authority.

The Town engineer shall keep and maintain accurate maps setting out truck routes and streets upon which truck traffic is permitted; the maps shall be kept on file in the office of the Town engineer and shall be available to the public.

10.88.100 - Violation—Penalty.

It is unlawful for any person to operate or cause to be operated any truck within the Town in violation of this chapter.

ORDINANCE NO. 762

AN ORDINANCE REPEALING THE EXISTING TITLE 12 ON STREETS, SIDEWALKS AND PUBLIC SPACES IN ITS ENTIRETY AND REPLACING IT WITH A NEW TITLE 12 ON GENERAL OFFENSES

WHEREAS, The City of Mills, Wyoming has had the occasion to review Title 12 of its Ordinances and to revise the same; and

WHEREAS, after said review and due deliberation, the City of Mills has decided that the attached text better serves the needs of the public and the City of Mills as of the current date;

NOW THEREFORE, The City Council of the City of Mills hereby repeals the entire exiting Title 12 and replaces the same with the attached text, which shall be the new Title 12 upon the effective date of adoption

This ordinance shall be in full force and effect upon passage on three readings and publication.

PASSED on 1st reading the ____ day of _____, 2021.

PASSED on 2nd reading the ____ day of _____, 2021.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2021.

CITY OF MILLS, WYOMING

Seth Coleman, Mayor

Sara McCarthy, Council

Darla R. Ives, Council

James Hollander, Council

Brad Neumiller, Council

ATTESTED:

Christine Trumbull, Town Clerk

TITLE 12 - STREETS, SIDEWALKS AND PUBLIC PLACES

Chapters:

- 12.04 Arterial and Collector Streets
- 12.08 Curbswalks, Sidewalks, Curbs and Gutters
- 12.12 Curb Cuts and Driveways
- 12.16 Street Excavations
- 12.20 Erosion and Sediment Control
- 12.24 Obstructions
- 12.28 House Numbering
- 12.32 Trees and Shrubs
- 12.36 Parks

CHAPTER 12.04 ARTERIAL AND COLLECTOR STREETS

12.04.010 Arterial and Collector Streets Defined

For the purpose of this chapter, the term "arterial street," means a high-capacity roadway designed to provide continuity between neighborhoods and other arterial and freeway street systems. The main channels (high-capacity roadway) for the movement of traffic in an urban area which are generally wider than local streets and are given preference in signing and signalization. The term "collector street" means a secondary channel designed to penetrate neighborhoods from which local traffic is collected and channeled to the arterial street system.

12.04.020 Arterial and Collector Streets Designated

The arterial and collector streets covered under this chapter shall be those which are on the Wyoming Department of Transportation Urban Roadway Functional Classification List.

CHAPTER 12.08 CURBWALKS, SIDEWALKS, CURBS AND GUTTERS

12.08.005 Definitions

As used in this chapter, the following terms are defined in this section:

- (a) "Applicant" means any person making written application to the City to construct or reconstruct curbswalks, sidewalks, curbs and gutters.
- (b) "Asphaltic Concrete Pavement" means a mixture of black bituminous material and stone, laid hot and rolled until nearly free of voids, herein referred to simply as asphalt.
- (c) "Grade" means the fall or rise per unit horizontal length of a structure.

(d) "Longitudinal Grade" means a section vertically through the center of a structure showing the fall or rise per unit horizontal (or slope) length of structure. The slope parallel along the major axis of the improvement.

(e) "Person" means any individual person, partnership, corporation, Limited Liability Company, association, estate, trust, or two or more individual persons having a joint or common interest.

(f) "Portland Cement Concrete Pavement" means a mixture of Portland cement, water, sand and stone, herein referred to simply as concrete.

(g) "Raveled" means loss of stone and/or concrete materials from surface area downward.

(h) "Segment" means a section of structure that lies between expansion joints or contraction joints.

(i) "Slope" means the inclination of a surface expressed as one unit or rise or fall for so many horizontal units.

(j) "Spalled" means flaking or chipping of concrete materials from surface area downward.

(k) "Standards" means standard specifications for street construction, latest edition, as specified in Chapter 16.18 of this code.

(l) "Structure" means curbwalk, sidewalk, curbs and gutters.

12.08.010 Construction-Line and Grade Requirements

Persons desiring to construct structures shall make written application to the City planner/engineer upon forms supplied by the City, for a permit to cut, break, remove or alter any structure as provided in this chapter. For any such work being replaced in a residential district the City engineer or his designee shall establish the desired lines and grades as soon as possible after receiving an application. Lines and grades established in conjunction with a site plan, subdivision construction, or any other City permits such as a building permit for new residential or commercial construction will be established by a contractor and reviewed by the City engineer or his/her designee prior to the work being completed.

12.08.015 Construction-Permit Required

(a) It is unlawful for any person either as owner, agent, contractor or employee, to cut, break, remove or alter any structure, or cause to have cut, broken or removed any structure or to install or cause to have installed any structures without a permit. Permits shall be issued by the City building inspector after payment of appropriate fees and compliance by the applicant with this code. The cost of the permit shall be established by resolution of the City council.

(b) A permit will be required for all work constructed in conjunction with a site plan, as specified under Title 17 of the Mills Municipal Code. Upon site plan approval, a permit shall be issued by the City building inspector after payment of the appropriate fees. The cost of the permit shall be established by resolution of the City council.

(c) Whenever any work for which a permit is required by this chapter has commenced without first obtaining a permit, the applicant shall be charged an amount equal to twice the established permit fee. Such amount shall be paid prior to continuing any further work. This civil penalty is in addition to any other fines, sentences, judgments or consequences which may be imposed.

(d) Whenever work is started without a permit, it shall be stopped, upon notice by the City, until such time as a permit is issued.

- (e) Permits are not required for the construction or reconstruction of a structure when:
- (i) The structure is removed during the installation of electrical, mechanical or plumbing facilities associated with a City permit, such as a building permit or street cut permit; or
 - (ii) The structure is removed during the installation of piping for fire hydrants, curb stops, or other piping installed by the City; or
 - (iii) The structure is included in work associated with a street improvement project such as a local assessment district or street resurfacing project administered by the City or the Wyoming Department of Transportation.

12.08.017 Construction or Reconstruction of Curbwalk, Sidewalk, Curbs or Gutters- Responsibility of Property Owner

(a) In accordance with Wyoming Statute Section 15-4-306, all owners of land adjoining any street, lane or alley shall construct or reconstruct any structure, along the street, lane or alley next to the land when ordered to do so by the City Mayor or his/her designee. It is the duty of landowners to keep any structure now constructed, or which may hereafter be constructed in front of their property in good repair and in safe condition.

- (b) The criteria for reconstruction of any structure shall consist of one or more of the following:
- (i) Any adjoining segments, or portions thereof, whose edges differ vertically by more than one-half inch;
 - (ii) Any segment that has more than twenty-five percent of its surface area with holes, or is cracked, broken or missing pieces which interfere with the walking public or surface drainage;
 - (iii) Any segment having depressions or low spots so as to impound water greater than three-eighths inch in depth;
 - (iv) Any segment having a grade greater than three-fourths inch vertical per one foot horizontal in walking sections, excluding alleys, drives and ramps;

- (v) Any segment that causes an abrupt change in the longitudinal grade of the curbwalk or sidewalk.

12.08.020 Construction-Standard Specifications

(a) The standard specifications governing the construction of any concrete structure in the City shall be in accordance with Chapter 17 of this code.

(b) The construction of any structure shall be in accordance with the Americans With Disabilities Act, the regulations and guidelines promulgated thereunder, and other applicable law.

(c) The applicant or his agent shall take appropriate measures to assure that, during the performance of construction, traffic conditions shall be maintained as nearly normal as practicable, at all times. The applicant or his agent shall route and control traffic, including his own vehicles, pursuant to the latest edition of the manual on uniform traffic control devices (MUTCD) as published by the Federal Highway Administration.

12.08.030 Construction-Jurisdiction and Observation

(a) All structures constructed within the City shall be constructed under jurisdiction of and subject to observation of the City engineer or his/her designee, and in conformity with the City's standard specifications for street construction and the lines and grades laid out by the City engineer's office. If required, the City engineer or his/her designee shall set line and grade and the stakes shall be preserved by the owner and the contractor doing the work. The applicant or his/her designee shall be responsible for all construction in accordance with this chapter and the City's standard specifications for street construction.

(b) All work covered under this chapter shall be completed expeditiously, in order to avoid unnecessary inconvenience to traffic and pedestrians. In the event that the work has not been performed in accordance with this chapter, or has been abandoned, the City Mayor or his/her designee may give written notice to the owner of the permit to correct the work and complete all restoration as required by this chapter. The owner shall, within ten working days from date of notice, respond to the City with a schedule to complete the work. All work must be completed within four months from the date of the City's notice. In the event the owner does not complete the work within the time specified in the response, then the City may cause the work to be corrected and complete restoration as required by this chapter.

(c) In the event the City accomplishes the work in accordance with this section, the entire cost of such work, including any materials used thereof, shall be paid to the City by the applicant of the permit upon demand. If payment is not made within ten days of the demand, no additional permits shall be issued to the applicant. In addition, the City may proceed to collect any of the costs due and owing in any manner allowed by law.

(d) The asphalt shall be cut back and removed by the contractor, eighteen inches from all newly constructed structures to a depth of not more than ten inches. Should concrete pavement be encountered during asphalt removal, all asphalt above the concrete pavement shall be removed

no matter the depth. Concrete paving shall be allowed to remain. The asphalt that is removed shall be replaced and compacted with temporary base course to the top of the existing asphalt. The temporary base course shall be removed and replaced with asphalt pavement. The contractor shall give notice to the City when construction is complete.

- (i) Replacement of base course with asphalt for structures in conjunction with a site plan, subdivision construction, or any other City permits such as a building permit for new residential or commercial construction will be completed by a contractor, and reviewed by the City engineer or his designee prior to the work being completed.
- (ii) The City engineer or his/her designee may grant exceptions to cut back the eighteen inches of asphalt where the asphalt is in exceptionally good condition, as determined by the City engineer's office. Requests for exceptions to the eighteen inch cut back requirement must be made to the Public Works Director a minimum of three days prior to the structure construction.
- (iii) During winter months or when asphalt material is not available, the applicant or his designee shall be responsible for maintenance of all areas where pavement was removed for the installation of any structure. Maintenance shall consist of backfilling all areas where asphalt or concrete was removed with base course and replacing material as needed to prevent potholing, washouts or hazards.

(e) It shall be the duty of the person doing the work authorized by a permit to notify the City that such work is ready for observation. Every request for observation shall be filed at least one working day before such inspection is desired.

12.08.040 Repair or Rebuilding of Nonconforming Curbwalk, Sidewalk, Curb and Gutter

Where any structure has been constructed or repaired without first having obtained a grade and line from the City engineer, or where the same have not been constructed in conformity with the established grade and line or not in conformity with the City's standard specifications for street construction, the structure shall be rebuilt or repaired at the owner's expense to so conform, as provided in this chapter.

12.08.050 Driving Vehicles or Permitting Animals on Sidewalks Prohibited

No person shall drive, propel or move a dray, cart, wagon, buggy, motor vehicle or vehicles, or drive a team, or lead, ride or drive any animal (except pets, as defined in Section 17.08.010 of this code, or in the performance of snow removal) upon or across any sidewalk in the City, or knowingly or negligently suffer or permit any animal (except pets, as defined in Section 17.08.010 of this code) to go upon or across any such sidewalk.

CHAPTER 12.12
CURB CUTS AND DRIVEWAYS

12.12.010 Purpose of Provisions

The purpose of this chapter is to standardize, regulate and control the location, size, type, construction, maintenance and quantity of curb cut s, driveways and sidewalk driveway crossings in the City, for the proper design, safe and efficient entry to and exit from City streets to private property, safety of vehicular traffic in the streets, and safety of pedestrian traffic on the sidewalk area. The access, location and design standards contained in this chapter are intended to insure continuity in the handling of access issues for new developments, while maintaining a high level of service on existing and proposed roadways.

12.12.015 Construction-Line and Grade Requirements

Persons desiring to construct structures shall make written application to the City engineer upon forms supplied by the City, for a permit to cut, break, remove or alter any structure as provided in this chapter. For any such work being replaced in a residential district the City engineer or his designee shall establish the desired lines and grades as soon as possible after receiving an application. Lines and grades established in conjunction with a site plan, subdivision construction, or any other City permits such as a building permit for new residential or commercial construction, will be established by a contractor and reviewed by the City engineer or his designee prior to the work being completed.

12.12.020 Definitions

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

(a) "Alley" means a minor private or public thoroughfare, other than a dedicated street or half street, which is less than thirty feet wide upon which the rear of land or building lots generally abut, and which affords a secondary means of vehicular access to the land, building or lots.

(b) "Applicant" means any person making written application to the City to construct or reconstruct curb cut s and driveways.

(c) "Arterial Street" means a high-capacity roadway designed to provide continuity between neighborhoods and other arterial and freeway street systems. The main channels (high-capacity roadway) for the movement of traffic in an urban area which are generally wider than local streets and are given preference in signing and signalization.

(d) "Asphaltic Concrete Pavement" means a mixture of black bituminous material and stone, laid hot and rolled until nearly free of voids, herein referred to simply as asphalt.

(e) "Collector Street" means a secondary channel designed to penetrate neighborhoods from which local traffic is collected and channeled to the arterial street system.

(f) "Curb Cut" means the total street curbing or curbwalk that is removed to place a driveway and slopes.

(g) "Curb Return" means the curved portion of a street curb at drive approaches.

(h) "Curbwalk" means a combination curb, gutter and sidewalk, constructed monolithically.

(i) "Driveway" means that area on private property where vehicles are operated, parked or allowed to stand.

(j) "Driveway Apron" means the area between the curb cut or proposed curb line and the back edge of walk or proposed walk line, to provide ingress and egress for vehicles from the alley, street or roadway to private property.

(k) "Driveway Width" means that portion of the street curbing that is removed, excluding curb returns or transitions, to provide ingress to and egress from property.

(l) "Flowline" means the path traced by particles in flowing water; traditionally located at the intersection of the back of gutter and front face of curb.

(m) "Intersection" means the area embraced within the prolongation or connection of the lateral curb lines or, if none, then the lateral boundary lines of the roadways which join each other at, or approximately at right angles, or the area within which vehicles traveling upon different roadways joining at any other angle may come in conflict.

(n) "Local Street" means a low-speed, low-volume street with limited continuity; it provides direct access to abutting property and connects to collector or minor arterial streets.

(o) "Pavement Width" means the width of a street measured from the edge of the roadway pavement to the edge of the roadway pavement, perpendicular to the centerline of the road.

(p) "Person" means any individual, person, partnership, corporation, Limited Liability Company, association, estate, trust, governmental corporation or entity, or two or more individual persons having a joint or common interest.

(q) "Portland Cement Concrete Pavement" means a mixture of Portland cement, water, sand and stone, herein referred to simply as concrete.

(r) "Roadway" means that portion of a street improved, designed and customarily used for vehicular travel.

(s) "Sidewalk" means a walk or raised path along or near the side of a road usually constructed of Portland cement concrete and reserved for use by pedestrians.

(t) "Standards" means "standard specifications for street construction," latest edition, contained in 17 of this code.

(u) "Street" means that portion of an easement of ground designated and dedicated to the public to accommodate a thoroughfare, avenue, road, highway, boulevard, parkway, drive, circle, cul-de-sac, lane or court within the City of Mills.

(v) "Street Right-Of-Way" means public property dedicated for streets, alleys or other public uses.

(w) "Structure" means curbwalk, sidewalk, curbing, gutters, driveways or curb cuts.

(x) "Traffic" means pedestrians, vehicles, and other conveyances, either singly or together, while using any street, alley or roadway for purposes of travel.

12.12.030 Permit Requirements Construction-Permit Required-Application

(a) It is unlawful for any person either as owner, agent, contractor or employee, to cut, break, remove or alter any structure, or cause to have cut, broken or removed any structure, or to install or cause to have installed any structure without a permit. Permits shall be issued by the City Mayor or his/her designee after payment of appropriate fees and compliance by the applicant with this code. The cost to construct or reconstruct a curb cut shall be established by resolution of the City council.

(b) A permit will be required for all work constructed in conjunction with a site plan, as specified under Title 17 of the Mills Municipal Code. Upon site plan approval, a permit shall be issued by the City engineer or his/her designee after payment of the appropriate fees. The cost of the permit shall be established by resolution of the City council.

(c) Whenever any work for which a permit is required by this chapter has commenced without first obtaining a permit, the applicant shall be charged an amount equal to twice the established permit fee. Such amount shall be paid prior to continuing any further work. This civil penalty is in addition to any other fines, sentences, judgments or consequences which may be imposed.

(d) Whenever work is started without a permit, it shall be stopped, upon notice by the City, until such time as a permit is issued.

- (e) Permits are not required for the construction or reconstruction of a structure when:
 - (i) The structure is removed during the installation of electrical, mechanical or plumbing facilities associated with a City permit, such as a building permit or street cut permit; or

- (ii) The structure is removed during the installation of piping for fire hydrants, curb stops or other piping installed by the City; or
- (iii) The structure is included in work associated with a street improvement project such as a local assessment district or street resurfacing project administered by the City or the Wyoming Department of Transportation.

(f) Applications. Applications for permits granted pursuant to this chapter shall be upon forms furnished by the City engineer or his/her designee, and shall specify:

- (i) The name of the applicant;
- (ii) The location of the property in front of which the proposed curb cut is to be repaired and/or constructed; and
- (iii) The number of square feet to be repaired and/or constructed.

(g) A sketch or plot plan shall be submitted with each application which shall be drawn to a scale of one inch equals forty feet, or as approved by the City engineer. The sketch shall indicate the proposed structure construction, together with all existing street light standards, poles, signs, sidewalk boxes, fire hydrants, and any other obstructions shall be submitted with each application.

12.12.040 Traffic Report Required

For any development which generates more than seventy-five vehicle trips per peak hour, the applicant shall submit a traffic study justifying the need, describing the internal circulation and parking system, and identifying the impact of the development and its proposed access facilities on the operation of the street. The analysis shall be completed for the total site development. Specific requirements of this section may be waived by the City engineer, depending upon the specific street that will be impacted, and the trips generated by the site.

12.12.050 Residential Curb Cuts

All curb cuts hereafter constructed, relocated or widened in residential areas of the City shall comply with the following minimum standards:

- (a) No curb cut width shall be less than ten feet wide. Frontages of sixty feet or less shall be limited to one curb cut. No more than two curb cut s shall be provided to any single platted lot.
- (b) Curb cuts serving a single platted lot or serving any of several adjacent lots under single ownership shall be separated by at least twenty-five feet of full vertical curb. Cityhouse/condominium developments shall be accepted.
- (c) Curb cuts serving corner lots shall be so located that:
 - (i) A curb cut on either street shall be at least twenty-five feet from the projected curb line (or street right-of-way) of the intersecting street; and
 - (ii) No part of the driveway shall extend into the curved portion of a street curb at drive approaches a distance greater than five feet.

(d) No curb cut shall be constructed closer than five feet from the side property line. Joint curb cuts for Cityhouse/condominiums will be permitted.

12.12.060 Industrial and Commercial Curb Cut Design Requirements

In all industrial and commercial zoned areas of the City, the following regulations shall apply:

- (a) Number of Curb cuts. The number of curb cuts shall be limited to one two-way curb cut, or two one-way curb cut s for each platted lot, except when the following conditions exist:
- (i) Property frontages that are too narrow to satisfy the minimum driveway spacing criteria set forth in the following sections will require common access locations at property lines; frontage roads, restricted movement curb cut designs, or other modifications acceptable to the City engineer.
 - (ii) In all commercial or industrial districts, each lane of a curb cut opening shall be a minimum of twelve feet in width at the narrowest point, plus the curb-and-gutter width, with the number of lanes subject to the approval of the City engineer.
 - (iii) Additional driveways may be needed because a traffic study shows that conditions warrant two or more curb cuts.
 - (iv) If a development generates traffic volumes which meet any signal warrant, based upon a traffic study, access traffic shall be consolidated to a single point which can be signalized.
 - (v) A property that has frontage on more than one street will be permitted access only on those street frontages where standards can be met. If a property cannot be served by an access point meeting these standards, the City engineer shall designate access point(s) based on traffic safety, operational needs and traffic studies.
 - (vi) The location of curb cuts to properties on opposite sides of arterial and collector streets shall be coordinated so that they do not interfere with each other. Generally, curb cuts directly opposite of each other are desirable. However, if this is not possible, the resulting "T" configurations must be spaced a minimum of one hundred feet apart on collectors, and two hundred feet apart on arterials. This may be modified by the City engineer based on existing through traffic and the trip generation of the site. In no case will a spacing of less than seventy-five feet be acceptable on arterial streets.

12.12.070 Access onto State Highways

Access onto state highways in the City may be subject to the approval of both the Wyoming Department of Transportation and the City. Direct access to highways is strongly discouraged if the property has reasonable access potential to the City street system.

12.12.075 Construction Jurisdiction and Observation

All structures constructed within the City shall be constructed under jurisdiction of and subject to observation of the City engineer or his/her designee, and in conformity with the City's standard specifications for street construction and the lines and grades laid out by the City engineer's office. If required, the City engineer or his/her designee shall set line and grade stakes, and any stakes set shall be preserved by the applicant and the contractor doing the work. The applicant or his/her designee shall be responsible for all construction in accordance with this chapter and the City's standard specifications for street construction.

12.12.080 Curb Cut and Driveway Construction

All curb cuts and driveway aprons constructed or altered in the street right-of-way shall conform to the regulations set out in this chapter.

(a) All work covered under this chapter shall be completed expeditiously, in order to avoid unnecessary inconvenience to traffic and pedestrians. In the event that the work has not been performed in accordance with this chapter, or has been abandoned without due cause, the City Mayor or his/her designee may give written notice to the owner of the permit to correct the work and complete all restoration as required by this chapter. The owner shall, within ten working days from the date of notice, respond to the City with a schedule to complete the work. All work must be completed within four months from the date of the City's notice. In the event the owner does not complete the work within the time specified in the response, then the City may cause the work to be corrected and complete restoration as required by this chapter.

(b) In the event the City accomplishes the work in accordance with this section, the entire cost of such work, including any materials used thereof, shall be paid to the City by the applicant of the permit upon demand. If payment is not made within ten days of the demand, no additional permits shall be issued to the applicant. In addition, the City may proceed to collect any of the costs due and owing in any manner allowed by law.

(c) The asphalt pavement shall be cutback and removed, by the contractor, eighteen inches from all newly constructed structures to a depth of not more than ten inches. Should concrete pavement be encountered during asphalt removal, all asphalt above the concrete pavement shall be removed no matter the depth. Concrete paving shall be allowed to remain. The asphalt pavement that is removed shall be replaced and compacted with temporary base course to the top of the existing asphalt surface. The temporary base course shall be removed and replaced with asphalt pavement. The contractor shall give notice to the City when construction is complete.

- (i) Replacement of base course with asphalt for structures in conjunction with a site plan, subdivision construction, or any other City permits such as a building permit for new residential or commercial construction, will be completed by a contractor, and reviewed by the City engineer or his designee prior to the work being completed.
- (ii) The City engineer or his/her designee may grant exceptions to cut back the eighteen inches of asphalt, where the asphalt is in exceptionally good condition, as determined by the City engineer's office. Requests for

exceptions to the eighteen inch cut back requirement must be made to the City engineering office a minimum of three days prior to the structure construction.

- (iii) During winter months or when asphalt material is not available, the applicant or his designee shall be responsible for maintenance of all areas where pavement was removed for the installation of any structure. Maintenance shall consist of backfilling all areas where asphalt or concrete was removed with base course and replacing material as needed to prevent potholing, washouts or hazards.

(d) The use of asphalt, concrete, metal plates or pipes in flow lines to serve as a curb cut is prohibited on collector, arterial and snow route streets.

(e) On all other streets, upon notification by the City, all metal plates, pipes or other gutter obstructions shall be removed from the public right-of-way during municipal street construction or improvement projects. In the event that the metal plates or obstructions are not removed expeditiously, the City shall remove the metal plates or obstructions from the public right-of-way. Metal plates removed by the City will be returned upon payment of the costs incurred by the City for removal, storage and return of the metal plates. The property owner assumes responsibility for the installation of metal plates returned by the City.

(f) It shall be the duty of the person doing the work authorized by a permit to notify the City that such work is ready for observation. Every request for observation shall be filed at least one working day before such inspection is desired.

12.12.090 Existing Curb Cut Modifications

(a) Any time fifty percent or more of the total surface area of a parcel of land under one ownership is cleared of existing surface improvements, the curb cuts serving such parcel must be closed or reconstructed, within six months after completion of clearing improvements, to conform to the conditions of this chapter.

(b) No curb cut shall be constructed or reconstructed within thirty inches of any existing obstruction in the street right-of-way.

(c) No curb cut shall be constructed or reconstructed in such manner and at such location as, in the opinion of the City engineer or his/her designee, the use thereof would constitute a hazardous condition.

(d) Any adjustments to utility facilities, light standards, fire hydrants, catch basins, street signs, signals, underground conduits for street lighting or fire alarm systems, or other public improvements or installations which are necessary because of construction under a permit issued under this chapter shall be accomplished without cost to the City by the permittee.

(e) Structures shall be constructed in accordance with the standard specifications for street construction. The minimum depth of the concrete in the driveway apron shall be six inches.

(f) All work for the construction of the curb cut shall be fully completed within five working days after the start, weather permitting. In the event such work has not been completed, the City will have the option of completing the work at the expense of the applicant. The City engineer shall be notified at least twenty-four hours in advance of the time when the work is proposed to be started.

(g) The applicant or his contractor doing the construction or alteration work shall:

- (i) Maintain the premises in a safe manner;
- (ii) Take appropriate measures to assure that, during the performance of construction, traffic conditions shall be maintained, as nearly normal as practicable at all times. The applicant or his agent shall route and control traffic, including his own vehicles, pursuant to the latest edition of the Manual on Uniform Traffic Control Devices, as published by the Federal Highway Administration.
- (iii) Remove all debris, dirt or other construction material immediately upon completion of work; and
- (iv) Hold the City harmless and indemnify the City from any damages incurred by his operations.

(h) City street right-of-way shall not be used for private/commercial purposes. A permit for the construction of a curb cut shall not be issued unless vehicles which will be using such curb cut can be parked entirely within the private property lines.

(i) No permit shall be issued for access to parking or loading areas that require backing maneuvers in a public street right-of-way.

(j) It shall be the duty of the person doing the work authorized by a permit to notify the City that such work is ready for construction. Every request for inspection shall be filed at least one working day before such inspection is desired.

12.12.100 Driveways—Spacing

(a) The distance between adjacent curb cuts on any street must be sufficient to allow vehicles to safely queue, accelerate, decelerate and cross conflicting traffic streams without excessive interference with through traffic or traffic using adjacent driveways.

(b) For arterial and high volume collector streets, a driveway spacing of two hundred feet or better is desirable. Where this spacing cannot be attained, acceptable minimum curb cut spacing for arterial and collector streets are shown in Table 12.12.110 below.

**Table 12.12.110
Minimum Curb Cut Spacing**

Arterial Speed (mph)	Minimum Separation (feet)
30	125
35	150
40	185
45	230
50	275

(c) Closer curb cut spacing than those listed above may be granted if the developer agrees to limit turning movements (i.e., right turns in and out) as required by the City engineer.

(d) Where curb cuts are to be signalized, a minimum spacing of one thousand two hundred feet to one thousand five hundred feet to any other signalized intersection shall be maintained.

12.12.110 Sight Distance at Entrances and Exits

Adequate sight distance must be provided for vehicles exiting and entering a driveway. Driveway locations shall be evaluated to determine whether sight obstructions exist such as buildings, signs, vegetation, parked vehicles, highway alignments, etc.

12.12.120 Restricted Movement Driveway Designs

Where necessary for the safe and efficient movement of traffic, the City engineer may require access points to provide for only limited (e.g., right turns only) turning movements. The restriction of turning movements shall not affect the number and location of access points as specified elsewhere.

12.12.130 Deviation from Rules-Conditions

(a) Any construction or reconstruction of a structure started without a permit shall be stopped until such time as a permit is issued.

(b) Permission to deviate from the requirements and regulations of this chapter shall be granted by the City engineer only where unusual conditions or strict adherence to this chapter would cause undue and extreme hardship.

CHAPTER 12.16
STREET EXCAVATIONS

12.16.010 Definitions

For the purposes of this chapter, the following terms, phrases, words, and their derivations shall have the meanings given in this section:

(a) "Applicant" means any person making written application to the City engineer or his/her designee for excavation or street closure permit(s) hereunder.

(b) "Excavation Work" means the excavation and other work permitted under an excavation permit and required to be performed under this chapter, and where a trencher, backhoe, boring machine, jackhammer, cable plow, or any other methods or equipment are used to do such work.

(c) "Person" means any individual person, partnership, corporation, association, governmental corporation, estate, trust, or two or more individual persons having a joint or common interest.

(d) "Settlement" means any variation of the finished street surface from the testing edge of a ten-foot straight edge between any two contact points with the surface.

(e) "Standards" means Standard Specifications for Street Construction, latest edition, issued by the City engineer's office.

(f) "Street" means that portion of an easement of ground designated and dedicated to the public to accommodate a thoroughfare, avenue, road, highway, boulevard, parkway, drive, circle, court, lane, or alley within the City.

12.16.020 Permit-Required

It is unlawful for any person to dig up, break, excavate, bore, tunnel, undermine, or in any manner, break up any street or to make or cause to be made any excavation in or under the surface of any street or in any street right-of-way, unless such person shall first have obtained an excavation permit therefor from the City planner as herein provided. For continuous excavations, a street excavation permit shall be obtained for each City block, or five hundred lineal feet, whichever is less. Street cut permits are not required for the following types of work:

- (a) Removal and replacement of concrete curb, gutter, sidewalk, curb cut or curbside;
- (b) Geotechnical work associated with City-funded street, water or sewer improvements;

(c) Installation of electrical, sewer and/or gas underground utilities in conjunction with building, mechanical, plumbing or electrical permits for buildings when performing the excavation work on private property;

(d) Normal street maintenance work being performed by the public works department.

12.16.040 Permit-Bond and Insurance Required

(a) Before any person shall do any work within the City limits as permitted by this chapter, a five thousand dollar corporate surety bond or an irrevocable letter of credit in the amount of five thousand dollars or a certified check or cash deposit in an amount equal to the estimated construction charges, whichever is greater, must be filed in the City engineer's office to guarantee the faithful performance of the provisions set forth in this chapter.

(b) No permit shall be issued unless and until the applicant therefor has filed a certificate of insurance evidencing the fact that the applicant has purchased and has in effect an insurance policy issued by an insurance company authorized to do business in the state, providing for public liability coverage in the sum of two hundred fifty thousand dollars for each person and an aggregate sum of five hundred thousand dollars per occurrence, to protect the applicant against any expense, cost, damage and any liability of any kind or character whatsoever, resulting from or which may arise as a result of the applicant's opening any street under a permit issued hereunder or which may in any way be connected therewith or relating thereto.

12.16.050 Permit-Issuance Fee

Permit fees shall be established by resolution of the City council.

12.16.060 Same-Emergency Procedure

In the event of an emergency arising whereby excavation is made and no permit has been issued, then the person doing the excavation shall, as soon as possible, report same to the City planner, not later than the next working day, securing the permit therefore.

12.16.070 Permit-Placard Posting Requirements

(a) The building inspector or designee shall provide each applicant, at the time a permit is issued hereunder, a suitable placard plainly written or printed in English letters at least one inch high with the following notice:

(i) City of Mills, Wyoming, Excavation Permit No. issued to _____ on the _____ day of _____, 20_____.

(b) It shall be the duty of the applicant or his agent hereunder to keep the placard posted in a conspicuous place at the site of the excavation work. It is unlawful for any person to exhibit such placard at or about any excavation not covered by such permit or to misrepresent the number of the permit or the date of its issuance.

12.16.080 Protection of Existing Improvements

(a) The applicant holding the permit for a project shall be responsible for the protection, repair or replacement of all improvements which exist within the limits of the construction area. For the purposes of this section, the term "improvements" means and includes, but is not limited to the following: water lines, sanitary and storm sewer lines, street lighting, traffic signal systems, traffic signs, topsoil, sod, trees, public utility lines and systems, and street improvements including subgrade, base, pavement or other surfacing, curbs, gutters, medians, sidewalks, and all of the various appurtenances of these improvements.

(b) Before commencing any excavation, the applicant or their agent shall determine what improvements exist within the limits of the construction area and shall make detailed arrangements with the City engineer or his/her designee thereof for the protection or replacement of such improvements.

(c) Installation of utilities under City collector or arterial streets shall be done by jacking or boring whenever possible. When installing pipes by jacking or boring, the casing or installed pipe shall be a minimum of thirty-six inches below the top of the pavement. Variations from the thirty-six-inch depth may be approved by the City engineer should a conflict develop with existing underground utilities.

(d) Sheet piling may be required by the City engineer in any excavation where, in his opinion, damage to existing utilities may occur.

(e) The excavation of materials from any surfaced roadway shall be accomplished either by hand or by the use of equipment. Where any piece of equipment is used, adequate provisions shall be employed to assure that those portions of the street surface which are not to be removed will not be damaged. This shall be accomplished with the use of protective planking, pads or other method meeting the approval of the City engineer. In the event any portion of the street is damaged as a result of the applicant's operations, the applicant shall be responsible for the repair or replacement thereof in accordance with the directions of the City engineer.

12.16.090 Performance of Work

All work performed pursuant to the issuance of an excavation permit shall be done as follows:

(a) Where trench structure excavation requires the removal of curb gutter, concrete sidewalks, or asphaltic or concrete pavement by means of backhoes, graders or loaders, the asphalt or concrete shall be cut before any excavating in a straight line parallel to the edge of the excavation by the use of a spade bitted air hammer, concrete saw, or similar approved equipment, to obtain a straight vertical edge.

(b) When trench excavation is performed by a trencher, asphalt pavement need not be cut prior to excavating operations. However, should trenching operations begin to pull, lift and/or tear existing asphalt pavement, the trenching operation shall be discontinued until the asphalt is

cut parallel to the edge of the excavation. The City engineer or his/her designee shall retain sole authority to determine whether the asphalt shall be cut prior to any excavating. The minimum width of pavement removal for utilities greater than six feet in depth shall not be less than eight feet, unless otherwise approved by the City engineer. All necessary corners shall be cut at not more than a forty-five degree angle to the trench excavation.

(c) Upon completion of trenching and backfilling, applicant shall cut and remove both edges of the asphalt or concrete pavement, one foot wider than the edge of the excavation. The cutting method shall be similar to that previously described.

(d) Rotomilling may be substituted instead of trimming asphalt or concrete pavement as outlined in subsection B above. This work shall include rotomilling both trench edges twelve inches wide to a depth no less than one and one-half inches. Rotomilling of trench edges shall not be considered an approved option if the trench excavation material is of a non-cohesive property and undermines any edge of the existing asphalt pavement.

(e) All applicable asphaltic materials, equipment, paving plant requirements, construction methods, and testing and sampling shall meet those technical specifications in Article 8 of the standards.

(f) A bituminous tack coat shall be applied to all curbs, gutter, sidewalk and existing pavement edges prior to any pavement replacement. All materials and procedures shall be in accordance with the technical specifications in Article 7, Bituminous Tack Coat, of the standards.

(g) All applicable Portland cement materials, equipment, batching plant equipment, construction requirements, execution of work, conditioning of subgrade, placing concrete, and finish work shall meet those technical specifications set forth in the standard specifications for public works construction and infrastructure improvements.

(h) All trench backfilling shall be performed in accordance with standards set forth in the standard specifications for public works construction and infrastructure improvements.

(i) Upon completion of the work, all surplus construction materials and debris shall be removed, leaving the entire site free, clean, and in a neat condition.

(j) The applicant or his agent shall be responsible for the removal and replacement of the concrete curb, gutter, and sidewalk, and pavement, and such shall be made within seven working days after backfill completed, weather permitting.

(k) All excavation, backfilling and resurfacing work shall be performed by the applicant or his agent. Upon completion of the work, the applicant or his agent shall give immediate notice to the City engineer that such work has been completed.

(l) The applicant shall assume the responsibility for any damage to underground facilities caused by the trenching, backfilling, resurfacing, or any other activities of the work.

(m) Where excavations occur in unpaved surfaces, the area shall be restored by placing a minimum of two inches of stabilized gravel on the surface of the excavation. Stabilized gravel shall be equal to material meeting Wyoming coarse concrete aggregate (minus three-fourths inch) as specified in the standards.

(n) The minimum thickness for asphaltic concrete pavement shall be:

Street Classification	Pavement Replacement
Residential/alley	4 inches asphaltic concrete surface over 6 inches of grading "w" base course
Collector/arterial	6 inches asphaltic concrete surface course over 8 inches of grading "w" base course

(o) The City planner's office will provide to the applicant, the functional classification of the street. Exemptions to the above pavement replacement guideline may only be granted by the City engineer.

(p) All topsoil and sod removed by the contractor shall be replaced.

(q) When making excavations, the various materials excavated shall be piled separately. All concrete and bituminous materials, any soils which cannot be properly compacted, and all other deleterious materials shall be removed from the construction site and properly disposed of in accordance with applicable laws.

(r) All materials used for backfilling shall be compactible so as to meet the minimum density and moisture requirements spelled out in the City's construction standards. Backfill material may contain coarse materials up to six inches in diameter, but shall be free from large pieces of rock, frozen material, concrete, roots, stumps, tin cans, rubbish, and other similar articles whose presence in the backfill would, in the opinion of the City engineer or his/her designee, cause settlement of the trench or damage to the installed improvement. Material shall have a maximum plasticity index of six and not exhibit pumping characteristics when proof rolled.

(s) All backfill shall be placed to be thoroughly compacted utilizing compaction methods suitable for the type of backfill being placed and to meet the City specifications for minimum density.

(t) As a condition of the permit, the applicant shall guarantee his work for a period of two years from the date of final completion of the work. If settlement equal to or greater than one-half inch or pavement separation equal to or greater than one-quarter inch occurs at the site of the excavation, or immediately adjacent thereto, at any time within two years from the date of final completion of the original restoration, the applicant shall be responsible for repairing such settled

or separated areas in accordance with the directions of the City engineer. In addition, the applicant shall be responsible for reimbursing the City for any expenses incurred in the placement of warning devices and barricades for the protection of traffic because of such settlement.

12.16.100 Routing Traffic-Barriers and Safety Lights

(a) The applicant or his agent shall take appropriate measures to assure that, during the performance of the excavation work, traffic conditions shall be maintained, as nearly normal as practicable, at all times. The applicant or his agent shall route and control traffic including his own vehicles as per the latest edition of the Manual on Uniform Traffic Control Devices for Streets and Highways, published by the Federal Highway Administration.

(b) The applicant shall obtain a permit from the City engineer's office for any closure of any street or portion thereof, as provided in Section 12.16.110. Along with the permit application, the applicant shall provide a sketch showing traffic routing and traffic control devices to be used. The construction traffic control sketch shall be approved by the City engineer, or his agent, before the permit is issued.

(c) The City engineer may permit the closing of streets to all traffic for a period of time prescribed by him if, in his opinion, it is necessary.

(d) Excavations which traverse a street shall be limited to one-half the width of the street at any one time, unless an emergency situation exists which requires that the entire width of the street be excavated.

(e) No routine replacement of utility lines, connections, or structures of any kind, including but not limited to gas, telephone, or other facilities, shall be permitted within one year after initial surfacing or resurfacing of any street. Routine replacement shall mean ordinary or predictable replacement of utility lines.

12.16.110 Street Closure-Permit Requirements

(a) It is unlawful for any person except officers and employees of the City to close any street, or portion thereof, for the purpose of performing any work in, on or under the street without first obtaining a permit for such closure from the City engineer or his/her designee. Street closure permits are not required for the following types of work:

- (i) Removal and replacement of curb, gutter, sidewalk or curbwalk curb cut; or
- (ii) Installation of electrical, sewer and gas underground utilities in conjunction with building, mechanical, or plumbing, or electrical permits issued for buildings on streets with traffic volumes less than one thousand vehicles per day; or
- (iii) Geotechnical work associated with City-funded street, water or sewer improvement projects.

(b) Any person desiring to close such street or portion thereof shall make application to the City engineer or his/her designee at least four hours in advance of the proposed closure. The

application shall include a sketch showing traffic routing, placement and type of traffic control devices to be used, and shall include a statement of the reason for the work and the time during which the work is to be performed. Within twenty-four hours of receiving the application, the City engineer or his/her designee shall approve a permit or deny the application. The City engineer or his/her designee shall deny the application only if the proposed closure will create a serious risk to the safety of the public using the street, or in the event the application does not comply with this chapter.

(c) Notwithstanding subsection B of this section, no closure of the streets exceeding one thousand vehicles per day, or portions thereof, shall be allowed between the hours of six a.m. to six p.m., unless otherwise approved by the City engineer.

(d) The fee for the street closure permit shall be established by resolution of the City council.

12.16.120 Time for Completion-Work Performed by City When-Cost

(a) All work covered under this chapter shall be accomplished expeditiously until completion, in order to avoid unnecessary inconvenience to traffic, to pedestrians, and for the protection of other public interests. The applicant shall state, in his application for permit, the time which he estimates will be required to complete the work. Upon review of the application, the City engineer shall have the right to amend the time requested and issue the permit so as to allow the minimum amount of time which he determines will reasonably be required for such work. The time allowed for completion shall be extended as necessary if it is found that it is not possible to complete the work within the time allowed.

(b) In the event that the work is not being accomplished expeditiously in accordance with the time period set forth in the permit, or if the work on an excavation has ceased or is abandoned without due cause, the City engineer may, after ten working days from date of receipt give written notice to the holder of the permit of the City's intention to do so, have City forces correct the work, backfill the excavation, and effect all restoration as required by this chapter.

(c) In the event settlement of an excavation occurs within two years of the date of final restoration and the applicant is notified of such settlement or pavement separation, he shall accomplish the required restoration or repair within the time limit specified hereunder. Thereafter, if the work has not been accomplished, the City engineer may have City forces accomplish the work required.

(d) In the event City forces accomplish work in accordance with either subsections B or C above, the entire cost of such work, including any materials used therefor, shall be paid to the City by the applicant of the permit upon demand. If payment is not made within thirty days of the demand, no additional permits shall be issued to the applicant until payment has been made by the applicant or by his bonding company. In addition, the City may proceed to collect any of the costs due and owing in any manner allowed by law.

CHAPTER 12.20
EROSION AND SEDIMENT CONTROL

12.20.005 Purpose

The purpose of this chapter is to:

- (a) Develop a recognition that construction activities related to building, utility and street improvements intensify soil erosion during wind and surface water runoff events;
- (b) Minimize soil erosion from wind and surface water runoff due to construction activities; and
- (c) Develop methods and procedures to be designed and implemented for erosion and sediment control.

12.20.010 Definitions

For the purpose of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section:

- (a) "City Mayor" means the Mayor of the City of Mills, or his appointed designee.
- (b) "Best Management Practices (BMP's)" means schedules of activities, prohibitions of practices, procedures, and other management practices to prevent or reduce the pollution of water or air in the City. Best management practices (BMP's) include treatment requirements, operating procedures, and practices for erosion and sediment control.
- (c) "Construction Activity" means any clearing, grading or excavation work which will disturb any ground surface area.
- (d) "Permit" means an erosion and sediment control permit issued in accordance with this chapter which allows the permittee to do construction activity under the terms and conditions set forth in the permit.
- (e) "De Minimis" means of minimum impact.
- (f) "Disturbed Area" means that area of the land's surface disturbed by any work or activity upon the property by means including but not limited to: grading; excavation; stockpiling soil, fill, or other materials; clearing; vegetation removal; removal or deposit of any rock, soil, or other materials; or other activities which expose soil. Disturbed area does not include the tillage of land that is zoned agricultural or the tillage of a parcel zoned PUD (planned unit development) that permits agricultural uses. It also does not include performance of emergency work necessary to prevent or ameliorate an immediate threat to life, property, or the environment. Any person performing such emergency work shall immediately notify the City Mayor of the situation and the actions taken. The City Mayor may, however, require such person to obtain an erosion and

sediment control permit to implement remedial measures to minimize erosion resulting from the emergency.

(g) "Excavation" means the act of removing earth material by mechanical means, including, but not limited to, the removal or destruction of natural topsoil, vegetation or natural groundcover.

(h) "NPDES" means National Pollutant Discharge Elimination System.

(i) "One Acre" means that the land disturbance is equal to one acre (not necessarily contiguous) in size. Disturbances less than one acre of total land area that are part of a larger common plan of development or sale, if the larger common plan will ultimately disturb equal to or greater than one and less than five acres, are included in the one acre requirements.

(j) "Permittee" means the person who is granted an erosion and sediment control permit under this chapter.

(k) "Person" means any individual person, developer, contractor, partnership, corporation, association, estate, trust, or two or more individuals having a joint or common interest in property.

(l) "Security" means bond, irrevocable letter of credit, cashier's check, cash, certificate of deposits, or other acceptable means of security approved of by City.

(m) "Site" means any lot or parcel of land, or continuous combination thereof under the same ownership, where construction work is performed or permitted.

(n) "Stabilization" means the actions necessary to prevent windborne or water-related erosion on disturbed earthwork, by either temporary or permanent methods.

12.20.030 Erosion and Sediment Control-Permit Requirements

It is unlawful for any person to do any construction activity that disturbs areas one acre or greater in size within the corporate limits of the City, except as exempted by Section 15.24.040 of this chapter, or cause the same to be done, without first obtaining a permit for such construction activity from the community development office.

12.20.040 Exempt Activities

A permit is not required for the following activity work:

- (a) An excavation below finished grade for basements and footings of a single-family residential building, retaining wall, or other structure authorized by a valid building permit;
- (b) Municipal landfill sites controlled by other local, state, or federal regulations;

(c) Construction activities performed by the City or a joint powers board of which the City is a member;

(d) Construction activities related to trenching, excavation, and backfilling of underground utilities which are funded and administered by the City or joint powers boards;

(e) Construction activities which create a "De Minimis" amount of erosion and sediment control problem as determined by the City Mayor.

12.20.055 Erosion and Sediment Control-Permit Application

Persons desiring to perform construction activities in the City shall acquire and fill out an erosion and sediment control application from the community development office. The erosion and sediment control application shall contain the following information items:

(a) The name, mailing address, and telephone number of the property owner and permittee;

(b) The name, address, and telephone number of the person or permittee performing construction activities on the site;

(c) The legal description of the parcel where construction activities are to be performed;

(d) The valuation of the security required under this chapter;

(e) The permit fee required under this chapter and established by resolution;

(f) A detailed description of the work to be performed at the site;

(g) Signature of the permittee for whom the construction activities are being performed;

(h) A statement of whether a general NPDES storm water permit has been issued by the Wyoming Department of Environmental Quality. (Only required when construction activities exceeds five acres in size).

12.20.065 Erosion and Sediment Control-Plan Requirements

Persons wishing to perform construction activities shall prepare an erosion and sedimentation control plan. The plan shall contain the following items:

(a) Site Description. The site description shall be broken down into the following elements:

(i) A description of the nature of the activity;

- (ii) Estimates of the total area of the site that is expected to be disturbed by excavation;
 - (iii) A description of the intended sequence of major activities which disturb soils for major portions of the site. Major activities shall include but not be limited to all excavation and backfill operations;
 - (iv) A description of the best management practices to be installed, and when and how they shall be incorporated into the work. Technical specifications of the best management practices, materials, and resources shall be provided with the erosion and sediment control plan;
 - (v) Certification by a licensed civil engineer or person experienced in applying best management practices to the reclamation of disturbed soils using best management practices and approved by the City of Mills engineering office, that the best management practices proposed for the disturbed area shall be sufficient to reduce erosion and control sediment control for all disturbed areas one acre (not necessarily contiguous) or greater in size;
 - (vi) Drawings that show disturbed areas within the construction zone and the institution of best management practices to minimize erosion and control sediment loss.
- (b) Best management practices for erosion and sediment control.
- (i) The permittee shall acquire a copy of the City of Casper's best management practices for erosion and sedimentation control and a copy of the Revegetation Guidelines Handbook, dated July 2010, prior to any construction activities, which shall be the standards for the best management practices and reclamation procedures that shall take place and be followed during all construction and reclamation activities. Each permittee shall develop a supplemental erosion and sedimentation plan for each construction site. The supplemental erosion and sedimentation plan shall include specific erosion and sediment control best management practices. Supplemental erosion and sedimentation plans shall include a description of the best management practices (BMPs) that will be implemented at the construction site, as well as the party that will be responsible for implementing the BMPs. BMP measures shall constitute one or more of the listed practices:
 - (ii) Temporary seeding;
 - (iii) Mulching;
 - (iv) Geotextiles;
 - (v) Chemical stabilization;
 - (vi) Permanent seeding and planting;
 - (vii) Preservation of natural vegetation;
 - (viii) Sod stabilization;
 - (ix) Stream bank stabilization;
 - (x) Soil retaining measures;
 - (xi) Installing fencing at right angles to the prevailing wind at a spacing that does not exceed a ratio of 10:1 (width to height);
 - (xii) Diversion swale/berm;

- (xiii) Outlet protection;
- (xiv) Sediment basin;
- (xv) Silt fencing;
- (xvi) Inlet protection;
- (xvii) Street sweeping;
- (xviii) Watering of construction areas shall not constitute an approved BMP for erosion and sediment control. Other BMPs shall be provided to the City engineer's office for their approval prior to implementation on the construction site.
- (xix) The permittee shall install additional BMPs as necessary when the construction site is abandoned for more than one week, unless written authorization is granted by the City Mayor.

12.20.080 Erosion and Sediment Control-Security and Insurance Requirements

(a) Prior to issuance of an erosion and sediment control permit, as provided by this chapter, the permittee is required to post with the City a performance bond, cash, letter of credit, or other approved security in the amount of ten cents per square foot, for the first one million square feet of disturbed area. For permit areas exceeding one million square feet, the permittee shall post an amount equal to two and one-half times the full amount of the cost estimated for the approved sedimentation and erosion control plan prepared by a registered Wyoming professional engineer and approved by the City engineer for the entire permit area. The fee shall include the full scope of erosion and sedimentation control services and treatments including maintenance as required by Mills City ordinance, and as approved by the City engineer. In no event shall the posting amount for permit areas exceeding one million square feet be less than one hundred thousand dollars. A minimum security amount of five thousand dollars and general liability insurance in the amount and form as described in this section shall apply.

Upon successful completion as determined by the City engineer of portions of the approved final erosion and sedimentation control plan by the permittee, the City Mayor may reduce the amount of security held by the City in a proportionate amount compared with the entire permit area.

(b) The performance bond, cash, performance security, letter of credit, or other approved security shall be released after one year following the date of final completion of implementation of erosion and sediment control measures on the construction site, or as determined by the City Mayor.

(c) No permit shall be issued unless and until the permittee has filed a certificate of insurance evidencing the fact that the permittee has purchased and has in effect an insurance policy, naming the City as additional insured, issued by an insurance company authorized to do business in the state, providing for public liability coverage in the sum of two hundred fifty thousand dollars to any claimant for any number of claims arising out of a single occurrence and an aggregate sum of five hundred thousand dollars for all claims of all claimants arising out of a single occurrence insuring the permittee and the City of Mills from any and all claims which may arise out of, or result from, permittee's performance under the issuance of an erosion and sediment control permit,

whether it is to be performed or furnished by permittee, or by anyone directly or indirectly employed by permittee to perform or furnish any of the work within the disturbed site, or by anyone for whose acts any of them may be liable, including, but not limited to, claims for damages, other than to the work itself, for personal injury or death or for destruction of or damage to tangible property wherever located, including loss of use resulting therefrom.

The insurance shall contain a provision or endorsement that the insurance coverage will not be canceled, materially changed, or renewal refused until after at least thirty days prior written notice has been given to the insured and the City of Mills.

Nothing in this section shall be deemed to be a waiver of any immunities or defenses available to the City under the Wyoming Governmental Claims Act.

(d) All persons applying for an erosion and sediment control permit shall be charged an inspection and review fee as established by resolution.

(e) The permittee shall purchase and/or maintain the performance bond, cash, performance security, letter of credit, or other approved security specified in this section which shall provide assurance and indemnification to the City of Mills that the permittee will furnish and install all onsite all erosion and sediment control improvements outlined and set forth in the erosion and sediment control permit application and all exhibits thereof.

(f) The performance bond, cash, performance security, letter of credit, or other approved security shall remain in full force and effect for at least one year after the permittee has completed the work under the erosion and sediment control permit and all defective work thereunder is corrected, removed, and/or replaced, and the City of Mills has provided a written notice of release of any such security.

12.20.100 Erosion and Sediment Control Permit-Issuance, Expiration, Extension, Renewal and Maintenance

(a) Upon compliance with the terms of this chapter, and any rules and regulations promulgated hereunder, the City Mayor shall issue an erosion and sediment control permit.

(b) Every permit issued under this chapter shall expire and become null and void if the construction activity authorized is not commenced within one year from the date of such permit. In the event a permit expires, the City shall return any security required if necessary.

(c) Any permittee holding an unexpired permit may apply for an extension of the permit. Such extension may be granted for a period not to exceed one year and shall not be extended unless the security required is in full force and effect for the period of the extension.

(d) Any expired permit may be renewed by the original permittee after expiration. No new fee shall be required provided no changes have been made or will be made to the original plans and specifications for the earthwork. No expired permit shall be renewed unless the security required is posted with the City at the time of renewal.

(e) Issuance or denial of an erosion and sediment control permit shall be made as soon as possible, but not later than fifteen calendar days after receipt of an application for permit.

(f) The property owner shall be responsible for the maintenance of all permanent sediment and erosion control measures enacted pursuant to this chapter. All temporary sediment and erosion control measures shall be removed after work on the site has been completed and the measures are no longer needed. Should any property owner fail to adequately maintain the permanent sediment and erosion measures or remove the temporary measures, the City may, after notifying the owner of the required maintenance and/or removal through e-mail, telephone, or written correspondence, enter the affected property and perform or cause to be performed the required work and assess the actual costs for such work against the property owner, and/or the property itself.

(g) If the permittee does not successfully complete all required work or violates any requirement of the permit or this chapter, the City may take corrective measures and charge the cost of such to the permittee. Such costs shall include the actual cost of any work deemed necessary by the City plus reasonable administrative and inspection costs and penalties. If the total of such costs exceeds the security, the permittee shall be responsible for payment of the remaining balance within thirty (30) calendar days of receipt of an accounting of such from the City.

(h) Shall remain in effect for all lots in a subdivision, unless a valid building permit has been issued for an individual lot. All site plan security shall remain in place until all required sediment and erosion control, drainage, and landscaping has been completed and approved.

15.24.110 Inspection Requirements

All construction activities for which a permit is required shall be subject to periodic inspections by the City Mayor to assure compliance with the approved permit. A final inspection will be conducted at the request of the permittee after the construction activity is completed, or, in the event a site is developed in phases, after each phase is completed. Final approval shall not be given until all work, including installation of all drainage facilities and their protective devices, and all erosion-control measures have been completed in accordance with the approved permit. In any case, no final approval shall be given until permanent soil stabilization has been accomplished and permanent vegetation established to the point where no significant soil erosion or sedimentation takes place.

If the City Mayor determines that soils are leaving a disturbed area by wind or water erosion, such person may, in writing, direct the permittee on the site to install any sediment and/or erosion controls that are deemed necessary to minimize said sediment from migrating off site, including the issuance of stop work orders and/or suspension or revocation of any permit.

12.20.120 Building Permit Denial Conditions

No building permit or occupancy permit shall be issued for structures on the land described in the permit during any period in which the permittee refuses to complete the terms of the permit, or pay the cost thereof, or is in default of correcting any deficiencies in the program.

12.20.130 Unauthorized Work Prohibited

It is unlawful for any permittee who has obtained a permit to do or cause to be done any construction activity authorized by such permit in a manner contrary to that authorized by the permit.

12.20.140 Stop Work or Permit Suspension or Revocation Conditions

(a) It shall be the duty and the obligation of the permittee to ensure that construction activities conducted under the authority of a permit authorized by this chapter are done in accordance with the permit and, if applicable, meet all of the requirements of the National Pollutant Discharge Elimination System (NPDES) one acre and larger construction permit or five acre and larger construction permit as required by the state of Wyoming Department of Environmental Quality.

(b) In the event any construction activities are being done contrary to the terms of this chapter, or contrary to the terms of any permit authorizing such construction, the City Mayor may, in addition to any other remedies provided, order the construction activity stopped by notice in writing served upon the permittee engaged in doing the construction work and such permittee shall immediately stop such work or take corrective measures as specified by the City Mayor to comply with the terms of the permit or provisions of this chapter.

(c) The City Mayor may suspend or revoke any permit issued under the provisions of this chapter whenever the permit is issued in error, or on the basis of incorrect information supplied, or when the construction work for which the permit is issued is being done in violation of the terms of this chapter, or any rules and regulations promulgated hereunder.

12.20.150 Hazardous Siltation or Pollution-Notice and Remedial Measures

In the event the earthwork, or soil erosion, or siltation, or pollution of any surface water caused by the construction activity, constitutes an immediate hazard to the life, health, or safety of persons or property, the City Mayor may order the immediate cessation of any construction activities causing such hazard, and may further order the permittee to take any necessary remedial measures to abate such hazard.

(a) In the event of such imminent hazard, the City Mayor shall be authorized to notify the permittee, or the person authorized by the permittee to receive notice, in person or by telephone, and shall, as soon as reasonably possible, follow such notice with a written notice or order ordering the cessation of the earthwork and any remedial measures necessary for the abatement of the hazard.

(b) In the event the permittee fails to commence compliance with the requirements in the written notice within twenty-four hours of service of the written notice upon him, or the person authorized to receive notice and complete the same within a reasonable amount of time, the City

Mayor is authorized to commence and complete the remedial measures at the expense of the permittee.

12.20.170 Violation-Notice-Remedy and Enforcement Authority

(a) In the event the City Mayor determines that the permittee is conducting construction activities in violation of the terms of this chapter, his permit or any rules and regulations promulgated pursuant to this chapter, and such does not constitute a hazard to the life, health and safety of persons or property, the City Mayor shall notify the permittee in writing of the violation or violations.

- (i) Such notice shall specify the section or rule and regulation, or portion of the permit being violated, and shall further specify what action the permittee must take to remedy the violation.
- (ii) The notice shall further specify the time in which the permittee shall be allowed to commence and complete the remedial procedures. If no time is specified, the measures shall be commenced and completed within seven calendar days from the date the notice is served.

(b) In the event the permittee does not commence and complete the same in compliance with the written notice, the City Mayor is authorized to enter upon the property for which the permit has been granted, and commence and complete the remedial measures at the expense of the permittee. The permittee shall pay the City for all of its expenses incurred in doing remedial measures in compliance with this section, upon demand from the City.

12.20.190 Violation-Penalty

Any person who conducts any construction activity, not exempted by this chapter without first obtaining a permit therefor, or who violates the terms of this chapter, shall be deemed guilty of a misdemeanor. Each day such violation occurs shall be a separate offense. The penalty for such violation shall be that set forth in Chapter 1.28 of this code.

CHAPTER 12.24
OBSTRUCTIONS

12.24.010 Exempt Obstructions Designated

Barricades, refuse cans, streetlights, utility poles, fireplugs, parking meters and other like obstacles, because of necessity or by ordinance or by written permission of the Mayor, are permitted to occupy space upon the sidewalk and are exempt from the provisions of this chapter.

12.24.030 Sidewalk Obstructions Prohibited When

It is unlawful for any person owning, occupying or having control of any premises to place or permit upon the sidewalk or the half of the street adjacent to such premises:

- (a) Any broken ware or glass, and filth, rubbish, refuse matter, ice, water, oil, mud, garbage, ashes, tin cans or other like substances;
- (b) Any automobile, truck or trailer from which merchandise is sold, or any automobile, truck or trailer on the sidewalk, any box or boxes, bicycle, toy, merchandise or other things that will obstruct the sidewalk or street in any way; provided, that the City Council shall have the power, upon request for permission by any property owner, or any other person, to authorize temporary use of the sidewalks, if found justifiable by the City Council and in the public interest.

12.24.040 Clear View at Corners of Intersections

In all residentially zoned areas on public or private property at any corner formed by intersecting streets, it is unlawful to install, set out or maintain, or to allow the installation, setting out or maintenance of any sign, fence, hedge, shrubbery, natural growth or other obstruction to view within that triangle formed by the intersection of the curb face of the extended curb lines, as defined by Figure 17.12.120 of this code, measured back a distance of thirty feet with a line drawn to form a right triangle.

12.24.050 Exceptions to Section 12.24.040

The provisions of Section 12.24.040 of this chapter shall not apply to:

- (a) Permanent buildings;
- (b) Public utility poles;
- (c) Hedges trimmed to a height of less than thirty-six inches above the sidewalk;
- (d) Trees (the limbs of which overhang the public sidewalk and are at all times kept trimmed of limbs and sucker growth on the trunk to a height of at least eight feet above the sidewalk, or the limbs of which overhang the public street and are at all times kept trimmed of sucker growth to a height of at least fifteen above the street level, or plant species not planted in the form of a hedge which are so planted and trimmed as to leave, at all times, a clear and unobstructed cross view;
- (e) Official warning signs or signals;
- (f) Places where the contour of the ground is such that there can be no cross visibility at the intersection; or

(g) Signs mounted ten feet or more above the ground whose supports are twelve inches or less in diameter and do not constitute an obstruction.

12.24.060 Limitations on Excepted Obstructions

No obstruction to cross visibility shall be deemed to be excepted from the application of this article because of its being in existence at the time of the adoption of the regulations codified in this chapter, unless expressly exempted by the terms of this article.

12.24.070 Enforcement Authority

The enforcement of this article shall be under the direction of the Mayor, who shall investigate violations of this article and perform such duties in connection with the enforcement of this article as may be required.

CHAPTER 12.28
HOUSE NUMBERING

12.28.010 Numbering Required-Odd and Even Numbers

All residence and business houses shall number their residences or places of business in plain numbers not less than three inches high, with the even numbers on the west side and the odd numbers on the east side of the streets, likewise the even numbers on the north side of the streets and the odd numbers on the south side of the streets respectively.

CHAPTER 12.36
PARKS

Article I. Park Operation Policies

12.36.010 Hours of Operation

Except for unusual and unforeseen emergencies, parks shall be open to the public every day of the year between the hours of six a.m. and twelve midnight. The opening and closing hours for each individual park shall be posted therein for public information.

12.36.020 Closure of Areas

Any section or part of any park may be declared closed at any time to the public by the Mayor or his duly authorized representative, and for any interval of time, as the Mayor or his duly authorized representative shall find reasonably necessary.

12.36.030 Glass Beverage Containers Prohibited

(a) No person shall have in his or her possession, or dispose of, any glass beverage containers in any City park. This prohibition applies to all circumstances, including activities allowed by City-granted permit.

(b) Any person violating any provision of this section is guilty of a misdemeanor, and may be punished as provided in Chapter 1.28 of this code, as amended.

12.36.040 Alcoholic Beverages and Public Intoxication

(a) It is unlawful for any person to bring into, possess or consume any alcoholic or malt beverages on or in any public park or loiter in an intoxicated condition in such park owned by the City.

(b) Upon application to the Mayor or his duly authorized representative, any person may obtain permission to bring in, possess and consume alcoholic or malt beverages on or in the areas mentioned in subsection A of this section.

12.36.050 Loitering and Other Disorderly Conduct

No person shall sleep or protractedly lounge on the seats or benches, or other areas, or engage in loud, boisterous, threatening, abusive, insulting or indecent language, or engage in any disorderly conduct or behavior tending to a breach of the public peace in a park.

Article II. Tennis and Basketball Court Regulations and Restrictions

12.36.070 Glass Beverage Containers Prohibited

(a) No person shall have in his or her possession, or dispose of, any glass beverage containers in any public tennis court.

(b) Any person violating any provision of this section is guilty of a misdemeanor and may be punished as provided in Chapter 1.28 of this code, as amended.

12.36.080 Alcoholic Beverages and Public Intoxication

It is unlawful for any person to bring into, possess or consume any alcoholic or malt beverages on or in any public tennis court or loiter in an intoxicated condition in such tennis court within or owned by the City.

12.36.090 Loitering and Other Disorderly Conduct.

No person shall sleep or protractedly lounge upon, or engage in loud boisterous, threatening, abusive, insulting or indecent language, or engage in any disorderly conduct or behavior tending to a breach of the public peace in any public tennis or basketball court.

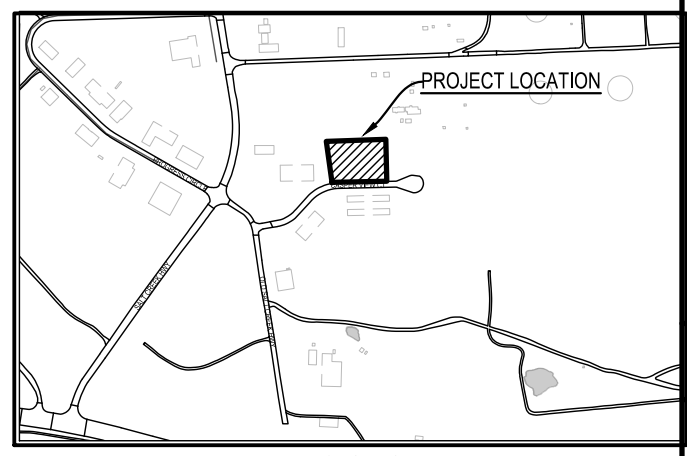
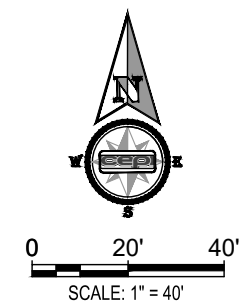
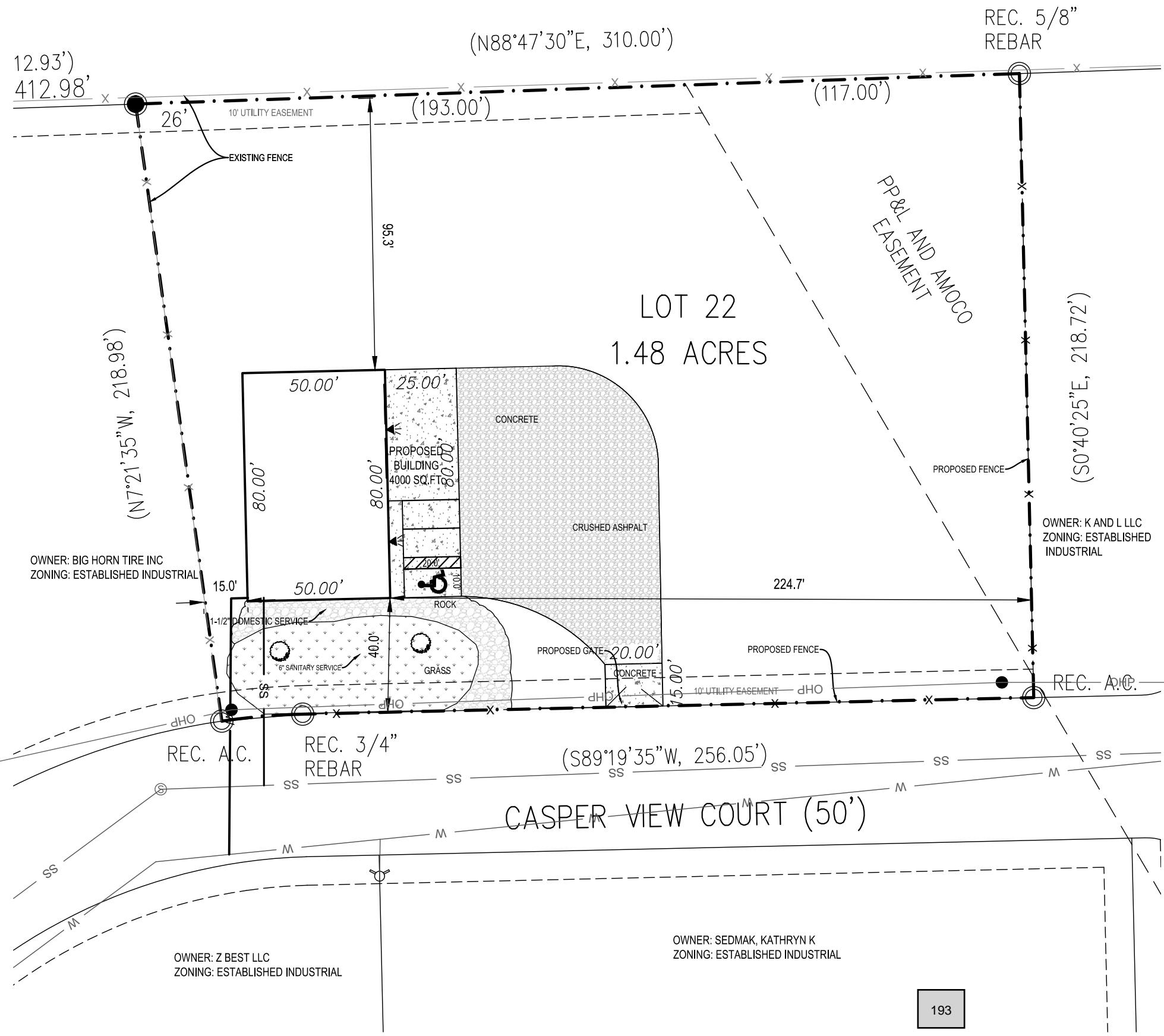
12.36.100 Tennis and Basketball Court Surface Wear Prohibitions

(a) It is unlawful for any person to enter upon any public or City-owned tennis or basketball court with anything other than rubber-soled shoes. No skateboard, roller blades, roller skates, wheeled apparatus of any kind, cleats, hard-soled shoes, boots, etc., will be allowed on any public or City-owned tennis or basketball court.

(b) Any person violating any provision of this section is guilty of a misdemeanor and may be punished as provided in Chapter 1.28 of this code, as amended.

UNPLATTED

OWNER: ROCKY MTN PIPELINE SYS LLC



1 LEGAL DESCRIPTION AND COMMON ADDRESS

CENTER WEST INDUSTRIAL PARK
LOT 22 (PARCEL A)

TOWN OF MILLS
NATRONA COUNTY, WYOMING

126 CASPER VIEW CT
MILLS, WYOMING 82644

2 CURRENT ZONING: ESTABLISHED INDUSTRIAL
3 PROPOSED ZONING: ESTABLISHED INDUSTRIAL

BUILDING SETBACKS:
NORTH -95.3' (10' MINIMUM) EAST -224.7' (10' MINIMUM)
SOUTH -40.0' (25' MINIMUM) WEST -15.0' (10' MINIMUM)

- 4** GENERAL NOTES
- a. TOTAL LAND AREA: 1.48 ACRES / X S.F.
 - b. TOTAL BUILDING FOOTPRINT: 4000 S.F.
 - c. PERCENTAGE OF LAND COVERED BY BUILDINGS: 6.2%
 - d. NUMBER OF PARKING SPACES REQUIRED: 3(X HC, 1 VAN HC)
 - e. NUMBER OF PARKING SPACES PROVIDED: 3(X HC, 1 VAN HC)
 - f. SQUARE FOOTAGE OF ALL LANDSCAPED AREAS: 2560 S.F.
 - g. PERCENTAGE OF SITE COVERED BY LANDSCAPING: 3.97%
 - h. AREA TO BE DISTURBED: 0.4 ACRES / 17560 S.F.

LEGEND:

— W —	— X —	EXISTING WATERLINE W/VALVE
— W —	— —	PROPOSED WATERLINE
— SS —	— —	EXISTING SANITARY SEWER
— SS —	— —	PROPOSED SANITARY SEWER
— ST —	— —	EXISTING STORM DRAIN W/INLET
— ST —	— —	PROPOSED STORM LINE W/INLET
— —	— —	EXISTING OVERHEAD POWER
— W —	— —	PROPOSED DOMESTIC WATER SERVICE
— SS —	— —	PROPOSED SANITARY SEWER CONNECTION
⊗	⊗	EXISTING FIRE HYDRANT W/VALVE
⊙	⊙	EXISTING SEWER MANHOLE
⊙	⊙	PROPOSED SEWER MANHOLE
⊞	⊞	EXISTING TELEPHONE PEDESTAL
●	●	EXISTING POWER POLE

DATE: _____

REVISIONS:

JOHLIN PROPERTIES LLC
LOT 22, CENTER WEST INDUSTRIAL PARK
MILLS, WYOMING

PROJECT #: 21-022
DATE: 4/5/21
DRAWN BY: ES

SITE PLAN
SHEET

C1.0

Resolution No. 2021-12

A RESOLUTION FOR APPROVAL OF A SITE PLAN FOR A PROPOSED 4,000 SQ. FT. STORAGE BUILDING ON LOT 22 (PARCEL A), CENTER WEST INDUSTRIAL PARK, CITY OF MILLS, NATRONA COUNTY, WY

WHEREAS, the City of Mills is a municipal corporation under the laws of the State of Wyoming; and

WHEREAS, Johlin Properties, LLC, is the owner of Lot 22 (Parcel A), Center West Industrial Park, City of Mills, Natrona County, WY; and

WHEREAS, said owner has submitted a site plan for a proposed 4,000 sq. ft. storage building on Lot 22 (Parcel A) within an Established Industrial (E-I) Zoning District; and

WHEREAS, the City Staff and Utility Providers have reviewed the information submitted and found the Site Plan complies with the City of Mills Zoning regulations and requirements; and

THEREFORE, BE IT RESOLVED, the Mills City Council considered the application and recommendations of staff, at a Council meeting held on 13 April 2021, and approved a request to allow the proposed 4,000 sq. ft. storage building on Lot 22 (Parcel A), City of Mills, Natrona County, Wyoming with the following conditions:

1. That prior to obtaining building permits to construct, the Owner signs a Site Plan Agreement which will be recorded with the Natrona County Clerk’s office stating construction will comply with all design provisions as shown on the Site Plan and any other improvements required by the City of Mills.
2. The Owner obtains all required building permits, and complies with all Mills Code and inspection requirements, and State and Federal regulations.
3. That prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the City Planner, City Engineer, Public Works Director, Fire Inspector, and Building Inspector.

PASSED, APPROVED, AND ADOPTED this 13th Day of April 2021.

CITY OF MILLS, WYOMING

Seth Coleman, Mayor

Sara McCarthy, Council

James Hollander, Council

Darla R Ives, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk

CITY OF MILLS/ JOHLIN PROPERTIES, LLC
SITE PLAN AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, 2021, by and between the City of Mills, Wyoming, a Municipal Corporation, 704 Fourth Street, Mills, Wyoming, 82644, hereinafter designated as "City," and, Johlin Properties, LLC, 1845 W. 50th St., Casper, WY 82604, hereinafter designated as "Owner."

WITNESSETH

WHEREAS, Owner submitted a site plan for a 4,000 sq. ft. industrial building, located on Lot 22 (Parcel A), Center West Industrial Park, City of Mills, Natrona County, Wyoming; and

WHEREAS, per the Mills Zoning Ordinance 719, the Owner is required to submit a site plan prior to the construction of said structure(s), which must be reviewed and approved by the City Staff; and

WHEREAS, the property is zoned Established Industrial (E-I); and

WHEREAS, the City Staff and Utility Providers have reviewed the information submitted and found the Site Plan complies with the City of Mills Zoning regulations and requirements; and

WHEREAS, a copy of said Site Plan and Landscaping Plan is attached hereto as Exhibit "A," dated 4/5/2021 titled "Johlin Properties LLC – Lot 22, Center West Industrial Park" and is hereby incorporated by reference at this point as if fully set forth.

NOW, THEREFORE, the parties hereto agree as follows:

I. EXPLICIT CONDITIONS:

- A. That prior to obtaining building permits to construct, the Owner signs a Site Plan Agreement which will be recorded with the Natrona County Clerk’s office stating construction will comply with all design provisions as shown on the Site Plan and any other improvements required by the City of Mills.
- B. The Owner obtains all required building permits, and complies with all Mills Code and inspection requirements, and State and Federal regulations.
- C. That prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the City Planner, City Engineer, Public Works Director, Fire Inspector, and Building Inspector.

II. OBLIGATIONS OF THE OWNER:

Upon written demand of the Council, the Owner, at its sole cost and expense, shall do, or cause to be done, the following:

- A. The Owner shall landscape the property in keeping with the Landscaping Plan approved by the City Council, and comply with the following landscaping requirements:
 - 1. Landscape and beautify the areas identified on the Site Plan.
 - 2. Plant material used for landscaping shall meet the criteria and specifications set forth in the Mills Zoning Ordinance.
 - 3. All planted areas on the property shall be maintained to the degree that they will not create a fire hazard or become unsightly to the development.
 - 4. Upon demand of the Council, or their designated representative, the Owner shall replace and replant any required on-site plant material that

dies or is not in conformity with the approved landscaping plan. The requirement to replace plant material shall not be assigned to the owner of vacant property until such time as an active commercial or residential use is established on that property.

5. Said on-site landscaping shall be completed before a Certificate of Occupancy will be issued. If said landscaping is delayed due to construction of on-site or off-site improvements, the Owner may request, in writing, an extension not exceeding six (6) months. If the request demonstrates that, as a result of conditions beyond the control of the Owner, the landscaping cannot be completed, the Council is authorized to grant the Owner's request for an extension, which shall not exceed six (6) months. In the event the Owner is granted an extension for compliance with landscaping construction, the issuance of a Certificate of Occupancy shall not be delayed pending the completion of the landscaping.
 6. All signs on said site must be granted a permit, approved and shall meet the provisions of the Mills Zoning Ordinance.
- C. Any street, alley, and parking surfaces covered with concrete or asphalt concrete pavement materials or any other surfacing materials shall be constructed per the approved site plan. Any changes must be approved, in writing, by the City Engineer.
 - D. Any and all grading, storm drainage, sewer lines, trunk lines, lateral catch basins, and manholes shall be designed and installed in accordance with the Drainage Plan prepared by the Owner and approved by the City Engineer.

III. OBLIGATIONS OF THE CITY:

The City shall issue a building permit pursuant to the Mills Municipal Code, under the terms of this Agreement and upon performance by the Owner of the conditions set forth above. All building permits will be issued by the City Building Official in accordance with Mills' Municipal Code.

IV. REMEDIES:

In the event the Owner fails to do, or fails to cause to be done, any of the requirements set forth in this Agreement in an expeditious manner, the City may, at its option, do any or all of the following:

- A. Refuse to issue a building permit or Certificate of Occupancy to the Owner, its successors, or assigns in interest.
- B. After written notice to Owner of those items which have not been completed or properly completed, and upon failure to cure the same by Owner within a reasonable period of time, the City may complete any and all of the public improvements required by this Agreement, by itself, or by contracting with a third party to do the same. In the event the City elects to complete said improvements or contracts with third party to do so, the Owner agrees to pay any and all costs resulting therefrom upon demand by the City. Owner's failure to pay any and all costs within thirty (30) days of presentment, the costs shall become a lien upon owner's property until paid in full.
- C. The remedies provided in this section are in addition to any other remedies specifically provided for in this Agreement, the property lease agreement, or which the City may otherwise have at law or in equity and are not a limitation on the same. The Owner further agrees to pay all the City's reasonable attorney's fees, court costs, and litigation costs in the event the City is required to enforce the provisions

of this Agreement in a court of law. This document, its interpretation, and enforcement shall be governed by the laws of the State of Wyoming.

V. CERTIFICATION OF AUTHORITY:

I, _____ the undersigned, Owner’s Agent, hereby state and certify that I have full authority to bind and obligate said Owner to each and every term and provision of this Agreement.

VI. MISCELLANEOUS AGREEMENTS:

- A. This Agreement shall be binding upon and shall inure to the benefits of all parties hereto, their successors, and assigns.
- B. The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- C. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.

IN WITNESS, WHEREOF, the parties hereto have executed this Agreement on the day and year first written above.

APPROVED AS TO FORM:

CITY OF MILLS, WYOMING
A Municipal Corporation

SETH COLEMAN, MAYOR

JOHN P. HARRINGTON, OWNER’S AGENT,
JOHLIN PROPERTIES, LLC

ATTEST:

CHRISTINE TRUMBULL, CITY CLERK

ACKNOWLEDGEMENT

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me by Seth Coleman, Mayor, City of Mills, this _____ day of _____, 2021.

WITNESS my hand and official seal.

Notary Public

My Commission Expires:

STATE OF WYOMING)
) ss.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me by John P. Harrington, Agent, Johlin Properties, LLC for the approved Site Plan on Lot 22 (Parcel A), Center West Industrial Park, City of Mills, Natrona County, Wyoming, this _____ day of _____, 2021.

WITNESS my hand and official seal.

Notary Public

My Commission Expires:

RESOLUTION NO: 2021-13

A RESOLUTION AUTHORIZING THE GOVERNING BODY OF THE CITY OF MILLS TO SET A FEE FOR THE SALE OF THE MILLS HISTORY BOOK

WITNESSETH

WHEREAS, The City of Mills Governing Body established a fee for the Mills History Book, and

WHEREAS, The City of Mills, will charge \$20.00 for the Mills History Book

NOW, THEREFORE, be it hereby resolved that the fee for the Mills History book will be \$20.00 established by the Governing Body of the City of Mills, Wyoming:

PASSED, APPROVED AND ADOPTED THIS _____ day of April 13th, 2021.

Mayor, Seth Coleman

Councilman, Sara McCarthy

Councilman, Darla R. Ives

Councilman, James Hollander

Councilman, Brad Neumiller

ATTEST:

City Clerk, Christine Trumbull

CERTIFICATE

I, Christine Trumbull, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on April 13th, 2021, and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the record of the City of Mills.

City Clerk, Christine Trumbull