

**REGULAR CITY COUNCIL
MEETING**

March 10, 2026

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

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

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- [1.](#) Council Meeting Minutes

City Licenses

- [2.](#) New / Renewal Business / Contractor Licenses and Home Occupation Permits

Financial Approvals

- [3.](#) Financial Breakdown - Check Register & Future ACH/EFT TRansactions
- [4.](#) PAID ACH / EFT Transactions
- [5.](#) Regular / Police Payroll
- [6.](#) Fire Payroll
- [7.](#) Transmittal Transactions
- [8.](#) Reserve Transfers
- [9.](#) Treasurer's Report
- [10.](#) Court Report

OPEN DISCUSSION

ORDINANCES AND RESOLUTIONS

[11.](#) ORDINANCE NO. 836 - FIRST READING

REVISION TO SEC. 6.03.040 KENNEL, CATTERY REQUIREMENTS

[12.](#) RESOLUTION NO. 2026-09:

A RESOLUTION REGARDING WATER AND SEWER LIEN NOTICES

13. RESOLUTION NO. 2026-10:

**A RESOLUTION REGARDING ITINERANT MERCHANTS/UNSOLICITED SALESMEN
LICENSES**

EXECUTIVE SESSION

14. Personnel Matter

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - March 24, 2026 at 7:00pm / April 14, 2026 at 7:00pm

NEXT WORK SESSION - March 24, 2026 at 6:00pm / April 13, 2026 at 9:00am

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

**REGULAR CITY COUNCIL
MEETING
February 24, 2026
7:00 PM
City Hall**



CITY OF MILLS
EST. 1921

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

MINUTES

CALL TO ORDER

Mayor called the meeting to order at 7:01 pm

ROLL CALL

Present:

- Mayor Juarez
- Council Sutherland
- Council McCarthy
- Council Butcher

Excused Absent

- President Neumiller

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

1. Council Meeting Minutes 2-10-26

City Licenses

2. New / Renewal Business / Contractor Licenses and Home Occupation Permits

Financial Approvals

3. Financial Breakdown - Check Register & Future ACH/EFT Transactions
4. PAID ACH / EFT Transactions - *NONE*
5. Regular / Police Payroll 1-26-26 to 2-8-26
6. Fire Payroll 2-2-26 to 2-13-26
7. Transmittal Transactions

Motion made by Council Member Butcher, Seconded by Council Member Sutherland,
Voting Yea: Council Member McCarthy, Mayor Juarez, Council Member Sutherland, and Council Member
Butcher, motion passes

OPEN DISCUSSION

Scott Clamp shared several comments with the Council. He suggested that open discussion be moved back to the end of the meeting, noting that in the past it allowed residents to comment on items that arose during the meeting.

He also expressed concern that ordinances are sometimes listed only by number on agendas, without a description, which makes it difficult for residents to understand what Council is considering. He recommended including a brief summary of the ordinance.

Mr. Clamp also spoke about the Service & Sacrifice Park project, asking whether the City had considered acquiring the vacant property across Platte Street (formerly associated with the Burton family/Rainbow Cleaners) to potentially expand the park and create a larger focal point for the community.

Finally, Mr. Clamp shared historical information about the former Mills water tower that once stood near the park and suggested exploring the possibility of bringing it back or incorporating it as a historical feature.

Mr. Clamp concluded his comments and thanked the Council.

Mayor Juarez responded to Mr. Clamp’s comments regarding meeting procedures and other topics.

The Mayor explained that open discussion was intentionally moved to the beginning of the meeting so that residents have an opportunity to provide input before the Council takes action or votes on items. She noted that many municipalities structure their meetings differently, and in Mills much of the Council’s discussion occurs during the work session held one hour prior to the council meeting, which is open to the public so residents can hear how Council arrives at decisions.

Regarding ordinances listed on agendas, Mayor Juarez stated that additional information is available to the public. Ordinances are posted online and available at City Hall for anyone who wishes to review them, and copies can be printed upon request.

Mayor Juarez also addressed the comments regarding additional land near the Service & Sacrifice Park, noting that the City had previously reached out about acquiring the property but was given a definitive refusal. She stated the City may attempt to inquire again in the future.

Mr. Clamp provided additional historical context about property development, contamination issues, and floodplain changes related to nearby properties. Mayor Juarez thanked Mr. Clamp for sharing his historical knowledge and input with the Council.

ORDINANCES AND RESOLUTIONS

8. ORDINANCE NO. 834 - THIRD AND FINAL READING

ORDINANCE PROVIDING FOR ASSERTING LIENS ON CERTAIN PROPERTIES WHICH HAVE DELINQUENT WATER AND SEWER BILLS

Motion made by Council Member McCarthy, Seconded by Council Member Sutherland, Voting Yea: Council Member McCarthy, Mayor Juarez, Council Member Sutherland, and Council Member Butcher, motion passes

9. ORDINANCE NO. 835 - THIRD AND FINAL READING

ORDINANCE PROVIDING FOR ADJUSTMENT OF CERTAIN WATER BILLS

Motion made by Council Member Butcher, Seconded by Council Member Sutherland, Voting Yea: Council Member McCarthy, Mayor Juarez, Council Member Sutherland, and Council Member Butcher, motion passes

Council Approvals

A memorandum of understanding regarding the provision of mutual aid in the form of an ambulance on a temporary basis

Motion made by Council Member McCarthy, Seconded by Council Member Butcher, Voting Yea: Council Member McCarthy, Mayor Juarez, Council Member Sutherland, and Council Member Butcher, motion passes

ADJOURNMENT

Mayor Juarez asked for a motion to adjourn meeting at 7:13pm. Council Member Butcher made a motion to adjourn; Council Member Sutherland seconded the motion. Voting Yea: Council Member McCarthy, Mayor Juarez, Council Member Sutherland, and Council Member Butcher, motion passes

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - March 10, 2026 at 7:00pm / March 24, 2026 at 7:00pm

NEXT WORK SESSION - March 9, 2026 at 9:00am / March 10, 2026 at 6:00pm

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

Mayor, Leah Juarez

City Clerk, Sarah Osborn

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

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
2023						
03/10/2026	2023	Kara Sterner	480.00	Bond Refund for Ronald Keith Warner	10-26150	480.00
Total 2023:						480.00
2024						
03/10/2026	2024	Lauren Henley	860.00	Bond discharge for Joseph Bright	10-26150	860.00
Total 2024:						860.00
2025						
03/10/2026	2025	Robert Disney	360.00	Bond Refund for Amber Rose Smith	10-26150	360.00
Total 2025:						360.00
35218						
03/10/2026	35218	AB Global	146.05	Background Screening	10-4600-1045	146.05
Total 35218:						146.05
35219						
03/10/2026	35219	Air Comfort Complete, Inc	237.03	Thermostat in Lobby Replaced	10-6500-3515	237.03
Total 35219:						237.03
35220						
03/10/2026	35220	ALSCO, Inc	46.35	February 25 Service	10-6500-1040	46.35
03/10/2026	35220	ALSCO, Inc	46.35-	February 25 Service	10-6500-1040	46.35- V
03/10/2026	35220	ALSCO, Inc	92.79	City Hall mats	10-4900-9008	92.79
03/10/2026	35220	ALSCO, Inc	92.79-	City Hall mats	10-4900-9008	92.79- V
03/10/2026	35220	ALSCO, Inc	300.00	Training LaTorre - Armorer Course GEN 5	10-5400-1030	300.00
03/10/2026	35220	ALSCO, Inc	300.00-	Training LaTorre - Armorer Course GEN 5	10-5400-1030	300.00- V
Total 35220:						.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
35221						
03/10/2026	35221	AMBI Mail & Marketing, Inc	55.04	FED EX LAB Feb 2026	10-5400-3565	55.04
Total 35221:						55.04
35222						
03/10/2026	35222	Automation & Electronics, Inc	2,252.74	Conduit Install - Wiring	52-8200-3525	2,252.74
03/10/2026	35222	Automation & Electronics, Inc	1,562.55	Service Termination - SCADA Test	52-8200-3525	1,562.55
03/10/2026	35222	Automation & Electronics, Inc	815.52	Battery Backup Install	52-8200-3525	815.52
03/10/2026	35222	Automation & Electronics, Inc	3,815.29	Turbinimeter Install	52-8200-3525	3,815.29
Total 35222:						8,446.10
35223						
03/10/2026	35223	Big Horn Tire, Inc.	42.75	Tire Repair Plow	10-6000-4055	42.75
Total 35223:						42.75
35224						
03/10/2026	35224	Caselle, Inc	3,381.00	Maintenance and Support - 04/01/2026 to 04/30/2026	50-4600-2005	3,381.00
Total 35224:						3,381.00
35225						
03/10/2026	35225	City of Casper	1,083.28	02/19/26 Balefill Charges	54-8400-3050	1,083.28
03/10/2026	35225	City of Casper	799.92	02/20/26 Balefill Charges	54-8400-3050	799.92
03/10/2026	35225	City of Casper	740.08	02/23/26 Balefill Charges	54-8400-3050	740.08
03/10/2026	35225	City of Casper	1,180.08	02/24/26 Balefill Charges	54-8400-3050	1,180.08
03/10/2026	35225	City of Casper	836.00	02/25/26 Balefill Charges	54-8400-3050	836.00
03/10/2026	35225	City of Casper	880.00	02/26/26 Balefill Charges	54-8400-3050	880.00
03/10/2026	35225	City of Casper	622.16	02/27/26 Balefill Charges	54-8400-3050	622.16
03/10/2026	35225	City of Casper	876.48	03/02/26 Balefill Charges	54-8400-3050	876.48
03/10/2026	35225	City of Casper	1,345.52	03/03/26 Balefill Charges	54-8400-3050	1,345.52
03/10/2026	35225	City of Casper	991.76	03/04/26 Balefill Charges	54-8400-3050	991.76
03/10/2026	35225	City of Casper	968.00	03/05/26 Balefill Charges	54-8400-3050	968.00
03/10/2026	35225	City of Casper	67,013.80	201 Sewer February	53-8300-3045	67,013.80
03/10/2026	35225	City of Casper	1,340.00	67 Residential Passes - February	54-8400-3050	1,340.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 35225:						78,677.08
35226						
03/10/2026	35226	Civil Engineering Professionals, In	11,623.23	Billing for services Through February 28, 2026 bike trai	10-4800-6020	11,623.23
Total 35226:						11,623.23
35227						
03/10/2026	35227	Collins Communications, Inc	275.00	ITS Customer Care Contract (Backups)	10-5500-2020	275.00
Total 35227:						275.00
35228						
03/10/2026	35228	Communication Technologies Inc	1,035.00	Amber LED lights Yukon	10-6500-4050	1,035.00
Total 35228:						1,035.00
35229						
03/10/2026	35229	Department of Workforce Service	22.24	Unemployment	10-23800	22.24
Total 35229:						22.24
35230						
03/10/2026	35230	Department of Workforce Services	4,356.18	Workers Comp	10-23800	4,356.18
Total 35230:						4,356.18
35231						
03/10/2026	35231	Elizabeth Zima	47.94	Water Deposit Refund for Elizabeth Zima	51-26150	47.94
Total 35231:						47.94
35232						
03/10/2026	35232	Elizibeth Covert	150.00	Visit Casper Meeting 01/27/26	10-4900-3055	150.00
Total 35232:						150.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
35233						
03/10/2026	35233	Ferguson Enterprises LLC #3007	107.50	PVC Adapters	51-8100-3500	107.50
03/10/2026	35233	Ferguson Enterprises LLC #3007	25.39	Brass Fittings Unit #20	54-8400-4050	25.39
Total 35233:						132.89
35234						
03/10/2026	35234	GovPilot	10,000.00	Essential Package (5 modules) - 5 Templated Modules	10-5700-2050	10,000.00
Total 35234:						10,000.00
35235						
03/10/2026	35235	Grainger, Inc	16.27	Regulator Diaphragm / Valving	52-8200-3525	16.27
03/10/2026	35235	Grainger, Inc	819.20	Stability Incubator	52-8200-3525	819.20
03/10/2026	35235	Grainger, Inc	10.05	Ear Plugs	52-8200-3525	10.05
Total 35235:						845.52
35236						
03/10/2026	35236	Greiner Ford	848.86	Skid Plate Under Detective Car	10-5700-4050	848.86
03/10/2026	35236	Greiner Ford	41.04	Hardware	10-5700-4050	41.04
Total 35236:						889.90
35237						
03/10/2026	35237	GW Mechanical, Inc	1,595.00	Repairs to Senior Center Water Heater	10-4400-1300	1,595.00
Total 35237:						1,595.00
35238						
03/10/2026	35238	Haid's Plumbing & Heating	723.86	Repairs Radiant Heat Shop	10-6500-3515	723.86
Total 35238:						723.86
35239						
03/10/2026	35239	Homax	2,451.32	PD Fuel Feb 2026	10-5400-4000	2,451.32
03/10/2026	35239	Homax	66.29	CSO Fuel Feb 26	10-5300-4000	66.29
03/10/2026	35239	Homax	697.96	Fuel for the FD vehicles	10-5600-4000	697.96
03/10/2026	35239	Homax	44.31	Community Development Department Fuel February	10-5700-4000	44.31

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
03/10/2026	35239	Homax	65.90	February Fuel	52-8200-4000	65.90
03/10/2026	35239	Homax	265.21	February Fuel - Streets	10-6000-4000	265.21
03/10/2026	35239	Homax	156.52	February Fuel - Sewer	53-8300-4000	156.52
03/10/2026	35239	Homax	283.72	February Fuel - Water	51-8100-4000	283.72
03/10/2026	35239	Homax	63.26	February Fuel - Parks	10-7000-4000	63.26
03/10/2026	35239	Homax	1,545.77	February Fuel - Sanitation	54-8400-4000	1,545.77
03/10/2026	35239	Homax	127.35	February Fuel - Shop	10-6500-4000	127.35
Total 35239:						5,767.61
35240						
03/10/2026	35240	Hose & Rubber Supply	56.88	High Pressure Hose	54-8400-4050	56.88
03/10/2026	35240	Hose & Rubber Supply	193.82	Hose & Gauge Unit #19	54-8400-4050	193.82
Total 35240:						250.70
35241						
03/10/2026	35241	Installation & Service Company In	3,987.73	Water Main Repair 701 S. 6th Ave	51-8100-3525	3,987.73
Total 35241:						3,987.73
35242						
03/10/2026	35242	Jackson Group	55.55	Restriction Kit	54-8400-4050	55.55
Total 35242:						55.55
35243						
03/10/2026	35243	Joe Johnson Equipment	588.10	Reel and Valve Sewer Jet	53-8300-4050	588.10
Total 35243:						588.10
35244						
03/10/2026	35244	Kristi Stewart	100.00	Per Diem	10-5100-1030	100.00
Total 35244:						100.00
35245						
03/10/2026	35245	Leah Juarez	249.82	Mileage Reimbursement 3/10/26-3/13/26	10-4900-1035	249.82

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 35245:						249.82
35246						
03/10/2026	35246	MSC Industrial	879.31	Restock Bins	10-6500-3500	879.31
03/10/2026	35246	MSC Industrial	408.35	Restock Bins	10-6500-3500	408.35
Total 35246:						1,287.66
35247						
03/10/2026	35247	NAPA Auto Parts	26.22	Unit 14 oil change	10-5400-4050	26.22
03/10/2026	35247	NAPA Auto Parts	185.66	Batteries Chamberlain Lift Station	53-8300-3675	185.66
03/10/2026	35247	NAPA Auto Parts	131.70	Unit 9 Oil change	10-5400-4050	131.70
03/10/2026	35247	NAPA Auto Parts	97.90	Back Up Lamps & Cutting Fluid	10-6500-4050	97.90
03/10/2026	35247	NAPA Auto Parts	244.66	350472 Unit 12	10-5400-4050	244.66
03/10/2026	35247	NAPA Auto Parts	83.52	Filter & Oil Unit #1	10-6500-4050	83.52
03/10/2026	35247	NAPA Auto Parts	34.99	Rags	10-6500-4050	34.99
03/10/2026	35247	NAPA Auto Parts	37.99	350997,351052 Unit 5	10-5400-4050	37.99
03/10/2026	35247	NAPA Auto Parts	31.02	350997,351052 Unit 5	10-5400-4050	31.02
03/10/2026	35247	NAPA Auto Parts	9.49	White Glue	10-6500-4050	9.49
03/10/2026	35247	NAPA Auto Parts	1,019.38	Filters and rotors for CH9	10-5600-4050	1,019.38
03/10/2026	35247	NAPA Auto Parts	216.58	Brake pads for CH9	10-5600-4050	216.58
03/10/2026	35247	NAPA Auto Parts	691.18	352147 Unit 5 Struts	10-5400-4050	691.18
Total 35247:						2,810.29
35248						
03/10/2026	35248	Natrona County Sheriffs Office	19,528.11	Jail January 2026 - Prisoner Housing	10-5400-3015	19,528.11
Total 35248:						19,528.11
35249						
03/10/2026	35249	Norco, Inc	219.18	Oxygen refill	10-5600-3595	219.18
03/10/2026	35249	Norco, Inc	13.16	Oxygen cylinder rental	10-5600-3595	13.16
Total 35249:						232.34
35250						
03/10/2026	35250	Rocky Mountain Drug Testing	405.00	Random Drug Testing	10-4600-1060	405.00

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Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 35250:						405.00
35251						
03/10/2026	35251	Sutherlands	17.78	Drill Bits	10-7000-3500	17.78
03/10/2026	35251	Sutherlands	11.48	Pad lock and key ring carabiner for borrowed ambulan	10-5600-1300	11.48
Total 35251:						29.26
35252						
03/10/2026	35252	Swank Motion Pictures	1,270.00	Summer Movies	10-4900-3065	1,270.00
Total 35252:						1,270.00
35253						
03/10/2026	35253	TWEnterprises Inc	403.65	Battery Charging Assembly	53-8300-3675	403.65
Total 35253:						403.65
35254						
03/10/2026	35254	United Rentals	6,865.95	Electric Scissor Lift	12-4500-3540	6,865.95
Total 35254:						6,865.95
35255						
03/10/2026	35255	Verizon	1,449.31	Verizon Cellular Service for MDTS	10-5500-2505	1,449.31
Total 35255:						1,449.31
35256						
03/10/2026	35256	Wear Parts	77.06	Eye Bolt Screws	54-8400-4050	77.06
Total 35256:						77.06
35257						
03/10/2026	35257	Weslyn Fairbanks	10.00	Alterations Mcnett	10-5400-1040	10.00
Total 35257:						10.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
35258						
03/10/2026	35258	WLC Engineering Inc	10,019.00	Professional engineering services through 03/04/2026	50-4600-2060	10,019.00
03/10/2026	35258	WLC Engineering Inc	1,503.13	Professional GIS services through 02/28/2026	50-4600-2080	1,503.13
Total 35258:						11,522.13
35259						
03/10/2026	35259	WLEA-ADVTmg	4,102.10	Academy Training Plorin/Ravlin - Peace Officer Basic 2	10-5400-1030	4,102.10
Total 35259:						4,102.10
35260						
03/10/2026	35260	Wyoming Conference of Municipal	75.00	Training Kristi	10-5100-1030	75.00
Total 35260:						75.00
35261						
03/10/2026	35261	Zoll Data Systems Dept #42374	617.50	April EMS Billing Platform	10-5600-2040	617.50
Total 35261:						617.50
35262						
03/10/2026	35262	Zoll Medical Corporation	3,474.54	Third installment of 3-year service plan for cardiac mon	10-5600-2040	3,474.54
Total 35262:						3,474.54
35263						
03/10/2026	35263	Advanced Pump & Equipment	1,498.64	Air Pumps Lift Station	53-8300-3675	1,498.64
03/10/2026	35263	Advanced Pump & Equipment	166.90	pump repair kit	53-8300-3675	166.90
Total 35263:						1,665.54
35264						
03/10/2026	35264	ALSCO, Inc	46.35	February 25 Service	10-6500-1040	46.35
03/10/2026	35264	ALSCO, Inc	92.79	City Hall mats	10-4900-9008	92.79
Total 35264:						139.14

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
35265						
03/10/2026	35265	Glock Professional	300.00	Training Latorre	10-5400-1030	300.00
Total 35265:						300.00
192100125						
03/10/2026	192100125	Rocky Mountain Power	1,062.73	240 S Chamberlin Rd	50-4600-2510	1,062.73 M
03/10/2026	192100125	Rocky Mountain Power	50.91	900 S Robertson Rd	10-4600-2510	50.91 M
03/10/2026	192100125	Rocky Mountain Power	278.74	6699 Poison Spider Ln	50-4600-2510	278.74 M
03/10/2026	192100125	Rocky Mountain Power	9,186.24	City	10-4600-2510	9,186.24 M
03/10/2026	192100125	Rocky Mountain Power	7,915.18	WTP	52-8200-2510	7,915.18 M
03/10/2026	192100125	Rocky Mountain Power	413.60	Enterprise	50-4600-2510	413.60 M
Total 192100125:						18,907.40
192100126						
03/10/2026	192100126	Black Hills Energy	1,788.08	City	10-4600-2515	1,788.08 M
03/10/2026	192100126	Black Hills Energy	915.61	WTP	52-8200-2515	915.61 M
03/10/2026	192100126	Black Hills Energy	4,188.80	Enterprise	50-4600-2515	4,188.80 M
Total 192100126:						6,892.49
192100127						
03/10/2026	192100127	307 Billing Services, LLC	2,000.00	Billing Services March	10-5600-2045	2,000.00 M
Total 192100127:						2,000.00
192100128						
03/10/2026	192100128	Century Link	265.74	Internet	10-4400-9088	265.74 M
Total 192100128:						265.74
192100129						
03/10/2026	192100129	HUB International	74,548.49	Health Insurance	10-23700	74,548.49 M
Total 192100129:						74,548.49
Grand Totals:						294,260.02

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-21100	439.14	160,739.99-	160,300.85-
10-23700	74,548.49	.00	74,548.49
10-23800	4,378.42	.00	4,378.42
10-26150	1,700.00	.00	1,700.00
10-4400-1300	1,595.00	.00	1,595.00
10-4400-9088	265.74	.00	265.74
10-4600-1045	146.05	.00	146.05
10-4600-1060	405.00	.00	405.00
10-4600-2510	9,237.15	.00	9,237.15
10-4600-2515	1,788.08	.00	1,788.08
10-4800-6020	11,623.23	.00	11,623.23
10-4900-1035	249.82	.00	249.82
10-4900-3055	150.00	.00	150.00
10-4900-3065	1,270.00	.00	1,270.00
10-4900-9008	185.58	92.79-	92.79
10-5100-1030	175.00	.00	175.00
10-5300-4000	66.29	.00	66.29
10-5400-1030	4,702.10	300.00-	4,402.10
10-5400-1040	10.00	.00	10.00
10-5400-3015	19,528.11	.00	19,528.11
10-5400-3565	55.04	.00	55.04
10-5400-4000	2,451.32	.00	2,451.32
10-5400-4050	1,162.77	.00	1,162.77
10-5500-2020	275.00	.00	275.00
10-5500-2505	1,449.31	.00	1,449.31
10-5600-1300	11.48	.00	11.48
10-5600-2040	4,092.04	.00	4,092.04
10-5600-2045	2,000.00	.00	2,000.00
10-5600-3595	232.34	.00	232.34
10-5600-4000	697.96	.00	697.96
10-5600-4050	1,235.96	.00	1,235.96
10-5700-2050	10,000.00	.00	10,000.00
10-5700-4000	44.31	.00	44.31
10-5700-4050	889.90	.00	889.90
10-6000-4000	265.21	.00	265.21
10-6000-4055	42.75	.00	42.75
10-6500-1040	92.70	46.35-	46.35
10-6500-3500	1,287.66	.00	1,287.66
10-6500-3515	960.89	.00	960.89

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-6500-4000	127.35	.00	127.35
10-6500-4050	1,260.90	.00	1,260.90
10-7000-3500	17.78	.00	17.78
10-7000-4000	63.26	.00	63.26
12-21100	.00	6,865.95-	6,865.95-
12-4500-3540	6,865.95	.00	6,865.95
50-21100	.00	20,847.00-	20,847.00-
50-4600-2005	3,381.00	.00	3,381.00
50-4600-2060	10,019.00	.00	10,019.00
50-4600-2080	1,503.13	.00	1,503.13
50-4600-2510	1,755.07	.00	1,755.07
50-4600-2515	4,188.80	.00	4,188.80
51-21100	.00	4,426.89-	4,426.89-
51-26150	47.94	.00	47.94
51-8100-3500	107.50	.00	107.50
51-8100-3525	3,987.73	.00	3,987.73
51-8100-4000	283.72	.00	283.72
52-21100	.00	18,188.31-	18,188.31-
52-8200-2510	7,915.18	.00	7,915.18
52-8200-2515	915.61	.00	915.61
52-8200-3525	9,291.62	.00	9,291.62
52-8200-4000	65.90	.00	65.90
53-21100	.00	70,013.27-	70,013.27-
53-8300-3045	67,013.80	.00	67,013.80
53-8300-3675	2,254.85	.00	2,254.85
53-8300-4000	156.52	.00	156.52
53-8300-4050	588.10	.00	588.10
54-21100	.00	13,617.75-	13,617.75-
54-8400-3050	11,663.28	.00	11,663.28
54-8400-4000	1,545.77	.00	1,545.77
54-8400-4050	408.70	.00	408.70
Grand Totals:	<u>295,138.30</u>	<u>295,138.30-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"



PAYROLL

Meeting Date: March 10, 2026

Payroll Type: Regular/Police

Date Range: 2-9-26 to 2-22-26

Net: \$ 122,199.49

Deductions: \$ 30,711.15

Federal Taxes: \$ 9,293.00

Medicare: \$ 1,698.01

Retirement: \$ 6,026.86

Social Security: \$ 7,045.52

Child Support: \$ 509.00

Insurance: \$ 4,741.11

Supplemental Retirement: \$ 1,085.81

Supplemental Insurance: \$ 311.84

TOTAL PAYROLL: \$ 91,488.34

City Clerk, Sarah Osborn

Mayor, Leah Juarez



PAYROLL

Meeting Date: March 10, 2026

Payroll Type: Fire

Date Range: 2-14-26 to 2-25-26

Net: \$ 23,326.85

Deductions: \$ 5,887.18

Federal Taxes: \$ 1,506.00

Medicare: \$ 319.13

Retirement: \$ 2,378.00

Union Dues \$ 240.00

Child Support: \$ -

Insurance: \$ 1,335.43

Supplemental Retirement: \$ -

Supplemental Insurance: \$ 108.62

TOTAL PAYROLL: \$ 17,439.67

City Clerk, Sarah Osborn

Mayor, Leah Juarez



Transmittal Transactions

3-10-26

Payroll Fire: 1-9-26 to 1-20-26

Date	Type/Check #	Payor	AMOUNT
1/20/2026	ACH	IRS	\$ 1,539.38
1/20/2026	N/A	Union Dues	\$ 240.00
Total:			\$ 1,779.38

Payroll Regular/Police: 2-9-26 to 2-22-26

Date	Type/Check #	Payor	AMOUNT
2/22/2026	35216	Child Support	\$ 509.00
2/22/2026	ACH	IRS	\$ 26,780.06
2/22/2026	ACH	Orchard Trust	\$ 1,000.00
3/11/2026	ACH	Wyoming Retirement	\$ 41,385.37
Total:			\$ 69,674.43

Payroll Fire: 2-2-26 to 2-13-26

Date	Type/Check #	Payor	AMOUNT
2/13/2026	35212	Union Dues	\$ 240.00
2/13/2026	ACH	IRS	\$ 1,502.02
Total:			\$ 1,742.02

Payroll Fire: 2-14-26 to 2-25-26 Not Completed

Date	Type/Check #	Payor	AMOUNT
3/11/2026	ACH	Wyoming Retirement	\$ 11,759.43
Total:			\$ 11,759.43

Total \$ 84,955.26

Reserve Transfer Report

	Water	Sewer	Sanitation
Net Change of Position	\$ 77,487.07	\$ 2,431.13	\$ 22,243.27
% to Transfer to Reserve	5%	7%	10%
Transfer Amount	\$ 3,874.35	\$ 170.18	\$ 2,224.33

Feb 26 Account Balances

Operations Account	\$678,591.29
Water Deposit	\$158,215.95
Municipal Court	\$420,444.76
Court Bond	\$90,797.44
Police	\$86,878.70
Jonah Steel Eagle	\$500.01
WGIF Radio Read Fund	\$24,757.70
Wyo Class General Fund Reserve	\$134,431.47
Wyo Class Police Reserve	\$9,731.56
Wyo Class Cooley Trust Reserve	\$415.40
Wyo Class Parks Reserve	\$792.11
Wyo Class Sanitation Reserve	\$157,780.20
Wyo Class Sewer Reserve	\$112,365.02
Wyo Class Sewer Tap Reserve	\$123,211.84
Wyo Class Water Reserve	\$17,464.68
Wyo Class Buffalo Meadows Asset Acct	\$201,202.77
Wyo Class Buffalo Meadows Debt	\$31,977.96
Wyo Class Summerfest	\$33,067.75
Totals	\$2,282,626.61
Equity Line of Credit Balance	\$ -

City Treasurer, Nathan Romrell

Mayor, Leah Juarez

	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	2/2-2/6	\$5,975.00	\$0.00						\$5,975.00
Court Report									\$0.00
								Difference	\$5,975.00
	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	2/9-2/13	\$1,425.00	\$0.00						\$1,425.00
Court Report									\$0.00
								Difference	\$1,425.00
	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	2/16-2/20	\$3,895.00	\$1,500.00						\$2,395.00
Court Report									\$0.00
								Difference	\$2,395.00
	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	2/23-2/27	\$3,467.48	\$410.00						\$3,057.48
Court Report									\$0.00
								Difference	\$3,057.48
	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	3/2-3/6	\$0.00	\$0.00						\$0.00
Court Report									\$0.00
								Difference	\$0.00

Sales Activity Month Total	\$12,852.48
Proceedings Report Month Total	\$0.00
Difference	\$12,852.48
Court Proceedings Check	\$12,852.48

Division of Victim Services Checks

Completed by: _____

Sec. 6.03.040. Kennel, cattery requirements.

- (a) No kennel or cattery shall be maintained or operated in a manner which is an annoyance as determined by the animal control officer or his deputy. Violation of this provision is an infraction.
- (b) All kennel or cattery facilities shall meet the following requirements:
- (1) Shelter which provides adequate air and ventilation, and which shall prevent the dogs or cats from being exposed to inclement or adverse weather conditions, overheating from sunlight, unsanitary conditions or dirty, wet and uncomfortable conditions which may endanger the health or welfare of the dog or cat;
 - (2) The dogs or cats shall be physically restrained or confined within the premises of the kennel or cattery;
 - (3) The premises shall be free from bacteria, parasites, waste, filth, or other elements in amounts which would endanger the health or welfare of the dogs or cats; and
 - (4) Sufficient amounts of wholesome and nutritious food and fresh water shall be provided to keep the dogs or cats in healthy physical condition.
 - (5) There shall be a privacy fence installed by the owner of the kennel or cattery of sufficient construction or height such as to prevent the escape of loose animals and to block their vision and intrusion into adjacent properties.
 - (6) There shall be sufficient minimum efforts take such as to reduce noise generated from the operation with it further provided that if a kennel or cattery is in a residential area, noise must be minimized to that normal to a residential area between the hours of 8:00 p.m to 8:00 a.m.
 - (7) There shall be sufficient minimum efforts taken such as to reduce odors associated with the operation if it is located in a residential area to that which would be typical for a residential area.
- (c) Violation of subsection (b) of this section is an infraction.

(Ord. No. 739, att.(6.03.010), 4-6-2004)

RESOLUTION NO. 2026-09

A RESOLUTION REGARDING WATER AND SEWER LIEN NOTICES

WHEREAS, The City of Mills has adopted an ordinance on asserting liens on properties which have delinquent water and sewer bills; and

WHEREAS, The City of Mills has drafted the attached lien statement and notice of intent to assert line; and

WHEREAS, Such delinquencies occur and need to be addressed in the ordinary course and scope of municipal business

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

The City Clerk of the City of Mills is authorized to send out the attached noticed of intent to assert lien upon a water and sewer bill reaching ninety days delinquency and, further to file the attached notice of lien ten days after such notice is given, in such instances in which the amount in arrears exceeds \$50.00. Further, the clerk is authorized to commence foreclosure proceedings as soon as the ordinance allows.

PASSED, APPROVED AND ADOPTED on this _____ day of _____, 2026.

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cherie Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

City Clerk, Sarah Osborn

CERTIFICATE

I, Sarah Osborn, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on March 10, 2026 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, Sarah Osborn

RESOLUTION NO. 2026-10

A RESOLUTION REGARDING ITINERANT MERCHANTS/UNSOLICITED SALESMEN LICENSES

WHEREAS, The City of Mills has a provision regarding the issuance of Itinerant Merchant/Unsolicited Salesmen licenses; and

WHEREAS, The Ordinance provisions, found at Chapter 5.38 of the Mills City Code and provide that the Mills City Council may add additional provisions; and

WHEREAS, A prior City Council or Councils has done so, adding extensive provisions that reflect conditions that did not anticipate the introduction of electronic communications companies coming into Mills, some of whom make use of personal contact.

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

All prior Resolutions pertaining to Itinerant Merchants/Unsolicited Salesman Licenses since the introduction of the current Chapter 5.38 of the Mills City Code are repealed.

PASSED, APPROVED AND ADOPTED on this _____ day of _____, 2026.

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cherie Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

City Clerk, Sarah Osborn

CERTIFICATE

I, Sarah Osborn, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on March 10, 2026 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, Sarah Osborn