

**REGULAR CITY COUNCIL
MEETING**

December 13, 2022

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

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

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- [1. Council Meeting Minutes 11-29-2022](#)

Town Licenses

- [2. New and Renewal of Business and Contractor Licenses 12-13-2022](#)

Financial Approvals

- [3. Fire Payroll: 11-14-2022 to 11-25-2022](#)
- [4. Fire Payroll: 11-26-2022 to 12-7-2022](#)
- [5. Regular Payroll 11-21-2022 to 12-4-2022](#)
- [6. Treasurer Report November 2022](#)
- [7. Financial Breakdown Reports 12-13-2022](#)

ORDINANCES AND RESOLUTIONS

- [8. **Resolution 2022-44:** A Resolution for the Mountain Meadows NO 2, A Vacation and Replat of Tract 1](#)
- [9. **Resolution 2022-45:** A Resolution for the city of Mills Wyoming to Purchase An Ambulance](#)

COUNCIL APPROVALS

10. Council Authorizes the Mayor to Sign the Notice to Proceed for the River Front Water and Sewer Project

OPEN DISCUSSION

EXECUTIVE SESSION

11. Legal Issue

12. Legal Issue

13. Legal Issue

ADJOURNMENT

NEXT MEETING - January 10th, 2023 @ 7:00pm/ January 24th, 2023 @ 7:00pm

NEXT WORK SESSION - January 9th, 2023 @ 9:00am/ January 10th, 2023 @ 6:00pm/ January 24th, 2023 @ 6:00pm

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

REGULAR CITY COUNCIL MEETING

November 29, 2022

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

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

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- 1. Council Meeting Minutes 11-15-2022

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

City Licenses

- 2. New and Renewal Business and Contractor Licenses 11-29-2022

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

Financial Approvals

- 3. Fire Payroll: 11-2-2022 to 11-13-2022

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

- 4. Regular/Police Payroll: 11-7-2022 to 11-20-2022

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

McCarthy, Council Member Neumiller

5. Financial Breakdown 11-29-2022

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

ORDINANCES AND RESOLUTIONS

COUNCIL APPROVALS

6. Council Approves the Proposed Payment Plan for 759 & 771 N 6th Ave

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

7. Council Authorizes the Mayor to Sign the Notice of Award for the River Front Project

Council Member McCarthy stated that Andreen and Hunt won the bid correct. The Mayor stated yes.

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

OPEN DISCUSSION

None

EXECUTIVE SESSION

ADJOURNMENT

Mayor asked for a motion to adjourn the meeting at 7:02pm.

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

NEXT MEETING - December 13th, 2022 @ 7:00pm/ January 10th, 2023 @ 7:00pm

NEXT WORK SESSION - December 12th, 2022 @ 9:00am/ December 13th, 2022 @ 6:00pm/ January 9th, 2023 @ 9:00am

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

Mayor, Seth Coleman

City Clerk, Christine Trumbull

Account	Beginning Balance	Deposits	Interest / Distributions	Disbursements	Ending Balance	Interest Earned FYTD
WGIF Water 7198 (99-10230) Transfer 5% of billing	\$10,103.93		\$30.61		\$10,134.54	\$205.21
WGIF Sewer 7199 (99-10240) Transfer 7% of billing	\$10,088.71		\$30.57		\$10,119.28	\$168.62
WGIF Sanitation 7200 (99-10250) Transfer 10% of billing	\$10,103.04		\$30.61		\$10,133.65	\$203.38
WGIF Reserve 7197 (99-10260)	\$10,080.28		\$30.54		\$10,110.82	\$146.71
WGIF General Fund 7207 (99-10270)	\$10,277.81		\$31.14		\$10,308.95	\$636.51
WGIF Parks 7240 (99-10280)	\$0.54		\$0.00		\$0.54	\$1.33
WGIF Police Fund (99-10310)	\$6.67		\$0.02		\$6.69	\$16.44
WGIF DWSRF #146 Radio Read (99-10300)	\$21,232.99		\$64.33		\$21,297.32	\$219.50
WGIF Fire Dept Trust Fund (99-10290)	\$7.07		\$0.02		\$7.09	\$17.42
WGIF Sewer Tap Fund (99-10320)	\$10,138.20		\$30.72		\$10,168.92	\$292.45
WGIF Buffalo Meadows Debt Reserve Cannot touch this account	\$2.80		\$0.01		\$2.81	\$6.89
WGIF Buffalo Meadows Asset Account	\$10,163.77		\$30.79		\$10,194.56	\$355.47
Wyo Class General Fund	\$292,294.76		\$883.28		\$293,178.04	\$2,436.88
Wyo Class Police Reserve	\$8,315.39		\$25.13		\$8,340.52	\$70.30
Wyo Class Cooley Trust Reserve	\$8,805.40		\$26.64		\$8,832.04	\$73.43
Wyo Class Parks Reserve	\$676.62		\$2.05		\$678.67	\$5.61
Wyo Class Sanitation Reserve	\$60,986.59		\$184.29		\$61,170.88	\$498.94
Wyo Class Sewer Reserve	\$41,120.01		\$124.24		\$41,244.25	\$335.19
Wyo Class Sewer Tap Reserve	\$95,261.10		\$287.86		\$95,548.96	\$794.17
Wyo Class Water Reserve	\$63,416.19		\$191.62		\$63,607.81	\$517.88

Account	Repay Balance
Wyo Class Gen Fund Reserve	\$293,178.04
Wyo Class Water Reserve	\$63,607.81
Wyo Class Sewer Reserve	\$41,244.25
Wyo Class Sanitation Reserve	\$61,170.88
WGIF Water	\$10,134.54
WGIF Sewer	\$10,119.28
WGIF Sanitation	\$10,133.65
WGIF General Fund	\$10,308.95
Total Repay Balance	\$499,897.40

Account	Balance
Investments Accounts Total	\$796,085.90
FIB Sweep Account	\$500.01
City Accounts	\$482,889.60
Total Accounts Balance	\$1,279,475.51

Wyo Class Buffalo Meadows Asset Account	\$130,604.90		\$394.66		\$130,999.56	\$1,088.84
Totals	\$793,686.77	\$0.00	\$2,399.13	\$0.00	\$796,085.90	\$8,091.17

City Accounts					
Account	Ending Balance	Interest	Account	Ending Balance	Interest
Jonah Operations Account	\$258,346.70		Jonah Water Deposit A	\$105,282.78	
Jonah Police Account	\$20,717.64		Jonah Municipal Accou	\$73,578.48	
Jonah Court Bond Account	\$24,964.00				

Council Meeting DECEMBER 13th, 2022

Item # 2.

NEW BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1			
2			
3			
4			

RENEWAL BUSINESS LICENSES

	BUSINESS NAME	FIRE INSPECTION	INSURANCE
1	COWBOY STATE LANDSCAPE	YES	NO
2	DAN'S AUTO ELECTRIC	YES	NO
3	JANE BOWMAN	YES	YES
4	KEY ENERGY SERVICES	YES	YES
5	PLANT STATION	YES	NO
6	WALTER CEMENT CONSTRUCTION	NO	NO
7			
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27			

Council Meeting DECEMBER 13th, 2022

Item # 2.

NEW CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
1	ABLE HEATING & COOLING	N/A	N/A	YES
2	K DESIGNERS	N/A	N/A	YES
3	NEW HORIZONS ALTERNATIVE ENERGY SOLUTIO	N/A	N/A	YES

RENEWAL CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
1	AIR COMFORT COMPLETE	N/A	N/A	YES
2	CAN-DO COMPANY	YES	YES	YES
3	COLE CUSTOM AIR	N/A	YES	YES
4	COMTRONIX	N/A	N/A	YES
5	KENNY ELECTRIC SERVICE	N/A	YES	YES
6	TITAN PLUMBING	N/A	YES	YES
7	TRI MOUNTAIN CONSTRUCTION	N/A	YES	YES
8	WRIGHT WAY ROOFING & FENCE	N/A	YES	YES
9				
10				
11				
12				
13				
14				
15				
16				
17				



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: December 13th, 2022

Payroll Type: Fire Payroll

Date Range: 11-14-2022 to 11-25-2022

NET..... \$12,295.37

DEDUCTIONS.....\$5024.01

Federal Taxes.....\$1439.00

Medicare..... \$235.18

Retirement \$1947.57

Union Dues..... \$192.50

Supplemental Insurance.....\$127.85

Insurance.....\$1081.91

TOTAL PAYROLL.....\$17,319.38

City Clerk, Christine Trumbull

Mayor, Seth Coleman



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: December 13th, 2022

Payroll Type: Fire Payroll

Date Range: 11-26-2022 to 12-7-2022

NET..... \$12,305.27

DEDUCTIONS.....\$3523.83

Federal Taxes.....\$1276.00

Medicare..... \$228.85

Retirement \$1779.98

Union Dues..... \$192.50

Supplemental Insurance.....\$0

Insurance.....\$46.50

TOTAL PAYROLL.....\$15,829.10

City Clerk, Christine Trumbull

Mayor, Seth Coleman



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: December 13th, 2022

Payroll Type: Regular/Police Payroll

Date Range: 11-21-2022 to 12-4-2022

NET..... \$85,577.23

DEDUCTIONS.....\$33,778.09

Federal Taxes.....\$9343.00

Medicare..... \$1668.90

Retirement \$9721.08

Social Security.....\$6940.24

Supplemental Retirement..... \$1100.00

Supplemental Insurance.....\$648.48

Child Support..... \$76.00

Insurance.....\$3726.31

TOTAL PAYROLL.....\$119,355.32

City Clerk, Christine Trumbull

Mayor, Seth Coleman



November 2022 Account Balances

Operations Account	\$258,346.70
Water Deposit	\$105,282.78
Municipal Court	\$73,578.48
Court Bond	\$24,964.00
Police	\$20,717.64
FIB Sweep	\$500.01
WFIG Water Reserve	\$10,134.54
WGIF Sewer Reserve	\$10,119.28
WGIF Sanitation Reserve	\$10,133.65
WGIF General Fund Reserve	\$10,308.95
WGIF Reserve	\$10,110.82
WGIF Sewer Tap Reserve	\$10,168.92
WGIF Police Reserve	\$6.69
WGIF Parks Reserve	\$.54
WGIF FD Trust Fund	\$7.09
WGIF Radio Read Fund	\$21,297.32
WGIF Buffalo Meadows Asset Account	\$10,194.56
WGIF Buffalo Meadows Debt Reserve	\$2.81
Wyo Class General Fund Reserve	\$293,178.04
Wyo Class Police Reserve	\$8,340.52
Wyo Class Cooley Trust Reserve	\$8,832.04
Wyo Class Parks Reserve	\$678.67
Wyo Class Sanitation Reserve	\$61,170.88
Wyo Class Sewer Reserve	\$41,244.25
Wyo Class Sewer Tap Reserve	\$95,548.96
Wyo Class Water Reserve	\$63,607.81
Wyo Class Buffalo Meadows Asset Acct	\$130,999.56
Totals	\$1,279,475.51

Equity Line of Credit Balance - \$233,874.61



City Treasurer, Alyssa Hartmann

Mayor, Seth Coleman



CITY OF MILLS

EST. 1921

BILLS

Meeting Date: December 13th, 2022

Bills

ACH.....	\$7344.11
VOUCHERS.....	\$89,001.62
MANUAL CHECKS CITY HALL.....	\$73,686.10
MANUAL CHECKS COURT.....	\$1615.00
VOIDED CHECKS.....	\$0



CITY OF MILLS

EST. 1921

CHECK LIST FOR

December 13th, 2022

COUNCIL MEETING

City Hall/Court

11-28-2022	30495-30500	Manual
11-28-2022	30501-30502	Transmittals
11-29-2022	30503-30511	Manuals
12-8-2022	30512-30515	Payroll
12-8-2022	30516-30517	Transmittals
12-8-2022	30518-30522	Manuals
12-13-202	30523-30529	Payroll
12-8-2022	30530	Transmittals
12-12-2022	30531-	Vouchers

COUNCIL:

MAYOR: _____

CITY CLERK: _____



CITY OF MILLS

EST. 1921

MANUAL CHECKS

City Hall

December 13th, 2022

COUNCIL MEETING

11-28-2022	30495	Amanda Scoffield	Hall Rental	\$500.00
11-28-2022	30496	Rocky Mountain Power	Utilities	\$595.17
11-28-2022	30497	Tiffany Payne	Water Deposit Refund	\$12.92
11-28-2022	30498	Verizon	Bill	\$1644.16
11-28-2022	30499	Wyoming Secretary Of State	Notary	\$120.00
11-28-2022	30500	Hub International	Benefits	\$61,052.50
11-29-2022	30503	Charter Communications	Bill	\$72.98
11-29-2022	30504	Hub International Mountain States	Property Insurance	\$1512.00
11-29-2022	30505	King Enterprises	Hall Rental Return	\$500.00
11-30-2022	30506	Bethany Nielson	Water Deposit	\$143.04
12-1-2022	30507	Casper Police Department	DCI Check	\$28.50
12-1-2022	30508	Natrona County Sheriffs	DCI Check	\$28.50
12-2-2022	30509	Department if Work Force Services	Workers Comp	\$5548.05
12-2-2022	30510	Michael Smith	Water Deposit Refund	\$21.30
12-2-2022	30511	Stacia & Elias Bridegwater	Water Deposit Refund	\$29.47
12-7-2022	30518	Carlos Carbajal	Hall Deposit	\$500.00
12-7-2022	30519	Century Link	Bill	\$277.56



CITY OF MILLS

EST. 1921

MANUAL CHECKS

COURT

December 13th, 2022

COUNCIL MEETING

11-28-2022	1721	Joshua Feather	Bond Refund	\$10.00
12-1-2022	1722	Branden Harvey	Bond Refund	\$60.00
12-1-2022	1723	Brian Bernardis	Bond Refund	\$760.00
12-1-2022	1724	Chelsea Christian	Bond Refund	\$435.00
12-1-2022	1725	Division of Victims Crime Fund	Crime Prevention	\$350.00

TOTAL: _____ \$1615.00

Resolution No. 2022-44

A RESOLUTION FOR MOUNTAIN MEADOWS NO. 2, A VACATION AND REPLAT OF TRACT 1, MOUNTAIN MEADOWS, AN ADDITION TO THE CITY OF MILLS, WYOMING

WHEREAS, the City of Mills is a municipal corporation under the laws of the State of Wyoming; and

WHEREAS, Greenbriar Partners, LLC is the owner of Tract 1, Mountain Meadows; and

WHEREAS, said owner has petitioned the City of Mills to vacate and replat said property as Lots 1 & 2, Mountain Meadows No. 2, City of Mills; and

WHEREAS, said plat was modified to satisfactorily address requests and requirements made by City Staff and Utility Providers; and

WHEREAS, said plat complies with City of Mills subdivision standards; and

WHEREAS, said plat complies with the minimum lot size and lot width requirements for the Urban Agriculture Zoning District; and

WHEREAS, the Planning & Zoning Board met on December 1, 2022 and forwarded a “Do Pass upon completion of all planning considerations” recommendation for said plat to the City Council.

THEREFORE, BE IT RESOLVED, the Mills City Council considered the application and recommendations of staff and the Planning & Zoning Board at a Council meeting held on 13 December 2022 and approved Lots 1 & 2, Mountain Meadows No. 2, a vacation and replat of Tract 1, Mountain Meadows, and addition to the City of Mills, Wyoming.

1. All planning consideration shall be met.
2. Upon Town Council approval, a “Final Plat” will be provided to the Town of Mills for recordation with the Natrona County Clerk’s Office.

PASSED, APPROVED AND ADOPTED THIS 13TH Day of December 2022.

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

RESOLUTION NO. 2022-45

A RESOLUTION FOR THE CITY OF MILLS, WYOMING TO PURCHASE AN AMBULANCE

WHEREAS, the City of Mills has analyzed the needs it will have at the commencement of and during the Dinosolar, solar farm construction; and

WHEREAS, included in those needs is an additional ambulance; and

WHEREAS, the City submitted in its request to the Industrial Siting Council amounts for an ambulance, which were determined to be in the amount of \$225,000.00; and

WHEREAS, the Industrial Siting Council approved the City of Mills’ request for funds for unmitigated impacts; and

WHEREAS, time is of essence in ordering the ambulance so that it may be present and of use during the Dinosolar construction.

NOW, THEREFORE, be it hereby resolved that the Mayor and such designees as he may choose to assist him including the Fire Chief are authorized to initiate a request for proposals for an ambulance so that the City may obtain the same.

PASSED, APPROVED AND ADOPTED THIS _____ day of December, 2022.

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, Deputy City Clerk, hereby certify that the foregoing Resolution was adopted by the Town of Mills at a public meeting held on December 13, 2022, and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the record of the Town of Mills.

Deputy City Clerk, Alyssa Hartmann