

**REGULAR CITY COUNCIL
MEETING**

March 11, 2025

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

PROCLAMATION

- [1.](#) PROCLAMATION - National Service Recognition Day

CONSENT AGENDA

Minutes

- [2.](#) Council Meeting Minutes 2-25-25

City Licenses

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

Financial Approvals

- [4.](#) Financial Breakdown - Check Register & Future ACH Transactions
- [5.](#) PAID ACH / EFT Transactions
- [6.](#) Payroll Regular / Police 2-10-25 to 2-23-25
- [7.](#) Fire Payroll 2-19-25 to 3-2-25
- [8.](#) Transmittal Transactions

OPEN DISCUSSION

EXECUTIVE SESSION

- [9.](#) EXECUTIVE SESSION - Property Matter

ORDINANCES AND RESOLUTIONS

- [10.](#) ORDINANCE NO 819 - VACATION - SECOND READING (Tabled 2-25-25)

AN ORDINANCE VACATING A .63 ACRE PARCEL OF THE FORMER WYOMING BOULEVARD IN THE CITY OF MILLS, WYOMING AND TRANSFERING THE SAME TO MOBILE CONCRETE, INC.

11. ORDINANCE NO 820 - CHAPTER 13.03 UTILITY BILLING AND COLLECTION - THIRD AND FINAL READING

AN ORDINANCE AMENDING CERTAIN PROVISIONS OF TITLE 13, PUBLIC SERVICES, CHAPTER 13.03 UTILITY BILLING AND COLLECTION

12. RESOLUTION NO 2025-10 SAGE ADDITION (Tabled 2-25-25)

A RESOLUTION APPROVING THE FINAL PLAT FOR LOTS 2A & 3A, SAGE ADDITION, AN ADDITION TO THE CITY OF MILLS

13. RESOLUTION NO 2025-13 - BOATRIGHT ADDITION NO. 3

A RESOLUTION APPROVING THE BOATRIGHT ADDITION NO. 3 TO THE CITY OF MILLS

COUNCIL APPROVALS

14. Catering Permit - Uncorked Fine Wine and Spirits

EXECUTIVE SESSION

15. EXECUTIVE SESSION - Personnel Matter

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - March 25, 2025 at 7:00pm / April 8, 2025 at 7:00pm

NEXT WORK SESSION - March 25, 2025 at 6:00pm / April 7, 2025 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.

PROCLAMATION

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation’s cities are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, AmeriCorps and AmeriCorps Senior participants address the most pressing challenges facing our communities, from educating students for the jobs of the 21st century, to fighting the opioid epidemic, to responding to natural disasters, to supporting veterans and military families; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps and AmeriCorps Senior participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, Serve Wyoming and AmeriCorps have helped more than 5,150 Wyoming AmeriCorps members who have served 3.7 million hours across our state and have qualified for more than \$8.7 million in education awards.

WHEREAS, Serve Wyoming and AmeriCorps shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, Cities of Service, and local leaders across the country for National Service Recognition Day on March 12, 2025. **THEREFORE, BE IT RESOLVED** that I, *Mayor Leah Juarez*

THEREFORE, BE IT RESOLVED that I, *Leah Juarez*, Mayor of City of Mills do hereby proclaim March 12, 2025, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.

Leah Juarez, Mayor Date

ATTEST:

Sarah Osborn, City Clerk Date



**REGULAR CITY COUNCIL
MEETING**

February 25, 2025

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
- President Neumiller
- Council Butcher (over phone)
- Council McCarthy
- Council Sutherland

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- 1. Council Meeting Minutes 2-11-25

City Licenses

- 2. New and Renewal Business and Contractor Licenses

Financial Approvals

- 3. Financial Breakdown - Check Register & Future ACH/EFT Transactions
- 4. PAID ACH / EFT Transactions
- 5. Payroll Regular / Police 1-27-25 to 2-9-25
- 6. Fire Payroll 2-7-25 to 2-18-25
- 7. Transmittal Transactions

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

OPEN DISCUSSION

No one spoke

EXECUTIVE SESSION

8. Executive Session – Property Matter

The Mayor asked for a motion to go into Executive Session for a property matter at 7:03pm. Council President Neumiller made a motion, Council Member McCarthy seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

Council returned from executive session at 7:44pm.

No action necessary

ORDINANCES AND RESOLUTIONS

9. ORDINANCE NO 819 - VACATION - SECOND READING

AN ORDINANCE VACATING A .63 ACRE PARCEL OF THE FORMER WYOMING BOULEVARD IN THE CITY OF MILLS, WYOMING AND TRANSFERING THE SAME TO MOBILE CONCRETE, INC.

The Mayor asked for a motion to table Ordinance 819 on the Second Reading. Council Member Butcher made a motion, Council Member Sutherland seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, and Council Member Butcher, Voting Nah: Council President Neumiller, motion to table passes

The Mayor requested a oral motion to acquire a title from American Title. Council Member Sutherland made a motion, Council Member McCarthy seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

10. ORDINANCE NO 820 - CHAPTER 13.03 UTILITY BILLING AND COLLECTION - SECOND READING

AN ORDINANCE AMENDING CERTAIN PROVISIONS OF TITLE 13, PUBLIC SERVICES, CHAPTER 13.03 UTILITY BILLING AND COLLECTION

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

11. RESOLUTION NO 2025-10 - SAGE ADDITION

A RESOLUTION APPROVING THE FINAL PLAT FOR LOTS 2A & 3A, SAGE ADDITION, AN ADDITION TO THE CITY OF MILLS

Motion made by Council President Neumiller to table Resolution 2025-10. Council Member Sutherland seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion to table resolution passes

12. RESOLUTION NO 2025-11 - VISION BEYOND BORDERS DEVELOPMENT PLAN

A RESOLUTION FOR APPROVAL OF A DEVELOPMENT PLAN FOR A PROPOSED COMMERCIAL POLE BUILDING FOR VISION BEYOND BORDERS, LOCATED ON LOT 3, VISION BEYOND BORDERS ADDITION, CITY OF MILLS, WYOMING

Motion made by Council Member McCarthy, Seconded by Council President Neumiller, Discussion: Council President Neumiller wants them to meet the full requirements of all the specs before they receive their occupancy permit, they will need to fully pave the lot. The Mayor agrees, they should follow the staff recommendations instead of the Planning & Zoning recommendations. She agrees with Council President Neumiller that they need to fully comply with our requirements to pave the entire lot.

Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

13. RESOLUTION NO 2025-12 - AMENDMENT TO T-LEE ORDINANCE 815

RESOLUTION CORRECTING SCRIVENER’S ERROR

Motion made by Council President Neumiller, Seconded by Council President Sutherland

Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

ADJOURNMENT

The Mayor asked for a motion to adjourn.

Council Member Sutherland made a motion to adjourn the meeting at 7:48pm, Council Member Butcher seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - March 11, 2025 at 7:00 pm / March 25, 2025 at 7:00 pm

NEXT WORK SESSION - March 10, 2025 at 9:00 am / March 11, 2025 at 6:00 pm

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



Council Meeting: March 11, 2025

New Business Licenses

Business Name		Fire Inspection	Insurance

Renewal Business Licenses

Business Name		Fire Inspection	Insurance
879	Communication Technologies, Inc	3/4/2025	Yes
838	Hercules Industries	2/27/2025	N/A
1168	Homax Oil Sales DF	2/25/2025	N/A
863	Keyhole Technologies Inc	2/4/2025	Yes
9639	Local Lawn Care, LLC	3/3/2025	Yes
896	Pacific Steel & Recycling	2/13/2025	Yes
916	Sullivan Trucking, Inc	2/26/2025	Yes
9923	Wyoming Tree Service, LLC	2/26/2025	Yes
831	Wyoming Trading Co	2/27/2025	Yes



Council Meeting: March 11, 2025

New Contractor Licenses

<i>Business Name</i>		<i>Insurance</i>	<i>Contractor ID</i>
9956	Triple T Services	N/A	Yes
9955	Yellow Jacket Electric	N/A	Yes

Renewal Contractor Licenses

<i>Business Name</i>		<i>Insurance</i>	<i>Contractor ID</i>
9693	5150 Heating & Air Conditioning	N/A	Yes
9692	Anchor Electric Inc	N/A	Yes
9403	Casper Seamless Gutters	N/A	N/A
9514	Ginsbach Construction	N/A	Yes
9861	JP Electric LLC	N/A	Yes
9813	J1 Renovations LLC	N/A	Yes
921	Martini Construction LLC	N/A	Yes
9502	Pinnacle Construction	N/A	Yes
9387	Treto Construction	Yes	Yes
9428	Wyoming Renovations	N/A	N/A

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

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
1943						
03/11/2025	1943	Anthony Charles Steelman	1,650.00	Bond refund for Anthony Charles Steelman	10-5100-9000	1,650.00
Total 1943:						1,650.00
1944						
03/11/2025	1944	Bryan Vandal	200.00	Bond Refund for Braydin James Vandal	10-5100-9000	200.00
Total 1944:						200.00
1945						
03/11/2025	1945	Darrin McFarland	50.00	Bond Refund for Darrin McFarland	10-5100-9000	50.00
Total 1945:						50.00
1946						
03/11/2025	1946	Division Victims Service	150.00	Crime Prevention 24-0569 Anthony Harris	10-5400-3080	150.00
03/11/2025	1946	Division Victims Service	150.00	Crime Prevention 24-0804 Elijah Helhling	10-5400-3080	150.00
03/11/2025	1946	Division Victims Service	150.00	Crime Prevention 24-0645 Douglas Bever	10-5400-3080	150.00
Total 1946:						450.00
1947						
03/11/2025	1947	Kenneth Souza	760.00	Bond Refund for Domingo Martinez	10-5100-9000	760.00
Total 1947:						760.00
1948						
03/11/2025	1948	Leonard Cederburg	820.00	bond refund for Scott Buddecke	10-5100-9000	820.00
Total 1948:						820.00
1949						
03/11/2025	1949	Pam Mann	520.00	Bond Refund for Nathan Soper	10-5100-9000	520.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 1949:						520.00
1950						
03/11/2025	1950	Rose Chivers	220.00	Bond Refund for Christopher Weir	10-5100-9000	220.00
Total 1950:						220.00
1951						
03/11/2025	1951	Tammy Logan	915.35	Restitution for Kenton J. Schnabel	10-5100-9000	915.35
Total 1951:						915.35
33822						
03/11/2025	33822	ALSCO, Inc	37.20	Feb 26 Services	50-4700-1040	37.20
03/11/2025	33822	ALSCO, Inc	77.03	Rugs for City Hall	12-4500-3515	77.03
Total 33822:						114.23
33823						
03/11/2025	33823	AMBI Mail & Marketing, Inc	118.91	Fed-ex crime lab Feb 2025	10-5400-3565	118.91
03/11/2025	33823	AMBI Mail & Marketing, Inc	2,082.95	Townsquare canopy damaged at 2024 Summer Fest e	10-4900-3065	2,082.95
Total 33823:						2,201.86
33824						
03/11/2025	33824	Arcadis US, Inc	115.40	Phase 3 riverbank stabilization through Jan 26, 2025	10-4800-6010	115.40
Total 33824:						115.40
33825						
03/11/2025	33825	Ashley Wineland	500.00	Deposit for Summerfest	10-4900-3065	500.00
Total 33825:						500.00
33826						
03/11/2025	33826	Banner Health	122.87	Medications from the pharmacy	10-5600-3595	122.87

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33826:						122.87
33827						
03/11/2025	33827	Big Horn Tire, Inc.	1,186.50	Tires Unit #10	54-8400-4055	1,186.50
03/11/2025	33827	Big Horn Tire, Inc.	1,794.27	Re-Caps x 6	54-8400-4055	1,794.27
Total 33827:						2,980.77
33828						
03/11/2025	33828	Bound Tree Medical	313.49	Medical Supplies	10-5600-3595	313.49
Total 33828:						313.49
33829						
03/11/2025	33829	Bush-Wells Sporting Goods	541.88	Uniform Apparel	10-5600-1040	541.88
03/11/2025	33829	Bush-Wells Sporting Goods	372.99	Uniforms	10-5600-1040	372.99
Total 33829:						914.87
33830						
03/11/2025	33830	Caselle, Inc	3,080.00	Contract Support and Maintenance for 4/1/25 to 4/30/2	50-4600-2005	3,080.00
Total 33830:						3,080.00
33831						
03/11/2025	33831	Casper Natrona County Health De	7,500.00	2nd and 3rd quarter Health department contributions	10-4600-3030	7,500.00
Total 33831:						7,500.00
33832						
03/11/2025	33832	Charter Communications	109.99	426 S 4th st Internet	10-4600-2520	109.99
Total 33832:						109.99
33833						
03/11/2025	33833	Children's Advocacy Project	6,500.00	Forensic Interviewing services	10-4900-3060	6,500.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33833:						6,500.00
33834						
03/11/2025	33834	City of Casper	45,561.22	201 Sewer	53-8300-3675	45,561.22
03/11/2025	33834	City of Casper	7.00	Balefill Charge Animal Discard	10-5300-1300	7.00
03/11/2025	33834	City of Casper	2,961.68	City of Casper Metro Jan 2025	10-5300-3010	2,961.68
03/11/2025	33834	City of Casper	14,047.65	City of Casper Dispatch Jan 2025	10-5400-3000	14,047.65
03/11/2025	33834	City of Casper	1,040.00	52 - Monthly residential Passes	54-8400-3050	1,040.00
03/11/2025	33834	City of Casper	769.12	2/18/25 Balefill charges	54-8400-3050	769.12
03/11/2025	33834	City of Casper	603.68	2/18/25 Balefill charges	54-8400-3050	603.68
03/11/2025	33834	City of Casper	1,142.24	2/19/25 Balefill charges	54-8400-3050	1,142.24
03/11/2025	33834	City of Casper	778.80	2/20/25 Balefill charges	54-8400-3050	778.80
03/11/2025	33834	City of Casper	896.72	2/21/25 Balefill charges	54-8400-3050	896.72
03/11/2025	33834	City of Casper	709.24	2/24/25 Balefill charges	54-8400-3050	709.24
03/11/2025	33834	City of Casper	1,268.96	2/18/25 Balefill charges	54-8400-3050	1,268.96
03/11/2025	33834	City of Casper	856.24	2/18/25 Balefill charges	54-8400-3050	856.24
03/11/2025	33834	City of Casper	818.40	2/18/25 Balefill charges	54-8400-3050	818.40
03/11/2025	33834	City of Casper	590.48	2/18/25 Balefill charges	54-8400-3050	590.48
Total 33834:						72,051.43
33835						
03/11/2025	33835	Civil Engineering Professionals, In	310.00	Planning Services through Feb 1 2025 (DLD plat revie	10-5700-2055	310.00
Total 33835:						310.00
33836						
03/11/2025	33836	CNA Surety	12,625.00	Bonding of Officials	10-4400-9012	12,625.00
Total 33836:						12,625.00
33837						
03/11/2025	33837	CPS Distributors Inc	24.38	Fittings	51-8100-3500	24.38
Total 33837:						24.38
33838						
03/11/2025	33838	Department of Workforce Services	4,281.73	Workers comp Feb 25	10-23800	4,281.73

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33838:						4,281.73
33839						
03/11/2025	33839	Dewitt Water Systems & Service	127.80	Bottled Water Jugs	10-5600-3515	127.80
Total 33839:						127.80
33840						
03/11/2025	33840	Double Drop Construction	97,520.13	Billing for phase II Construction through 2/28/25	10-4800-6010	97,520.13
Total 33840:						97,520.13
33841						
03/11/2025	33841	Ferguson Waterworks #1116	40.02	Manhole Hook	53-8300-3500	40.02
03/11/2025	33841	Ferguson Waterworks #1116	190.76	Flex Tee & 2 Hole Lid	53-8300-3500	190.76
Total 33841:						230.78
33842						
03/11/2025	33842	Galls	108.52	boots for Ethan	10-5600-1040	108.52
03/11/2025	33842	Galls	147.93	Uniform jacket for Jimenez	10-5600-1040	147.93
03/11/2025	33842	Galls	91.99	Jacket for Bolestad (swap)	10-5600-1040	91.99
03/11/2025	33842	Galls	100.06	Uniform pants for J. Zamora	10-5600-1040	100.06
03/11/2025	33842	Galls	72.28	1/4 zip job shirt for A. Phillips	10-5600-1040	72.28
03/11/2025	33842	Galls	83.00	Coat for A. Phillips	10-5600-1040	83.00
Total 33842:						603.78
33843						
03/11/2025	33843	Grainger, Inc	322.74	air regulator	50-4700-3525	322.74
Total 33843:						322.74
33844						
03/11/2025	33844	GW Mechanical, Inc	1,535.65	425 Morgan Ave. Repair or replace water heater	12-4500-3515	1,535.65
Total 33844:						1,535.65

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
33845						
03/11/2025	33845	Hach Company	848.59	Filter/Lab Chemicals	52-8200-3500	848.59
03/11/2025	33845	Hach Company	98.89	Lab Chemicals	52-8200-3500	98.89
Total 33845:						947.48
33846						
03/11/2025	33846	Hawkins Inc	3,379.63	Chlorine & Treatment Chemicals	52-8200-3500	3,379.63
Total 33846:						3,379.63
33847						
03/11/2025	33847	Homax	701.70	Drum 1w-30 oil	51-8100-4050	701.70
03/11/2025	33847	Homax	145.85	Community Development Department fuel	10-5700-4000	145.85
03/11/2025	33847	Homax	505.74	Fuel for the FD	10-5600-4000	505.74
Total 33847:						1,353.29
33848						
03/11/2025	33848	ImageTrend	3,745.00	Annual pament for EMS trip report reporting platform	10-5600-2040	3,745.00
Total 33848:						3,745.00
33849						
03/11/2025	33849	Jackson Group	4,923.24	Repairs 2018 Peterbilt	54-8400-4050	4,923.24
Total 33849:						4,923.24
33850						
03/11/2025	33850	Menards	1,355.52	Shop tools	50-4700-3545	1,355.52
Total 33850:						1,355.52
33851						
03/11/2025	33851	Mobile Concrete, Inc.	59,500.00	Property Purchase	10-4800-6020	59,500.00
Total 33851:						59,500.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
33852						
03/11/2025	33852	Motorola Solutions, Inc.	6,000.00	In Car Body Cam onsite Config / License for on premis	10-5500-3580	6,000.00
Total 33852:						6,000.00
33853						
03/11/2025	33853	Mountain States Lithographing Inc	174.35	Judgement & Sentence Form	10-5100-3510	174.35
Total 33853:						174.35
33854						
03/11/2025	33854	Mr. R's Auto Salvage	90.00	Stabilizer Bar	53-8300-4050	90.00
Total 33854:						90.00
33855						
03/11/2025	33855	NAPA Auto Parts	25.66	Air Filter & Oil Filter for Unit 14	10-5400-4050	25.66
03/11/2025	33855	NAPA Auto Parts	9.32	Napa unit 5 oil filter	10-5400-4050	9.32
03/11/2025	33855	NAPA Auto Parts	56.34	Wiper Blades & Oil Filter for Unit	10-5400-4050	56.34
03/11/2025	33855	NAPA Auto Parts	9.32	Oil Filter for Unit 11	10-5400-4050	9.32
03/11/2025	33855	NAPA Auto Parts	9.32	Oil Filter for Unit 13	10-5400-4050	9.32
03/11/2025	33855	NAPA Auto Parts	34.99	Rags	53-8300-3675	34.99
03/11/2025	33855	NAPA Auto Parts	12.98	Exhaust Tape	53-8300-3675	12.98
03/11/2025	33855	NAPA Auto Parts	18.69	air filter	53-8300-3675	18.69
Total 33855:						176.62
33856						
03/11/2025	33856	Natrona County Sheriffs Office	10,948.56	NCSO Jail January 2025	10-5400-3015	10,948.56
Total 33856:						10,948.56
33857						
03/11/2025	33857	Norco, Inc	25.04	mop heads	10-5600-3515	25.04
03/11/2025	33857	Norco, Inc	12.88	02 Cylinder rental	10-5600-3595	12.88
Total 33857:						37.92

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
33858						
03/11/2025	33858	Office of the Attorney General	78.00	Fingerprint cards for Daniel Jimenez Background chec	10-5600-1045	78.00
Total 33858:						78.00
33859						
03/11/2025	33859	Performance Charter School Dev	30,000.00	Poison Spider Sewer Main	53-8300-4510	30,000.00
Total 33859:						30,000.00
33860						
03/11/2025	33860	PMCH	4,885.00	Consulting services rendered for audit prep	10-4400-1510	4,885.00
Total 33860:						4,885.00
33861						
03/11/2025	33861	Quadient, Inc	3,071.80	Postage	50-4600-3530	3,071.80
Total 33861:						3,071.80
33862						
03/11/2025	33862	Safety - Kleen Systems	507.98	Service Parts Washer	50-4700-3605	507.98
Total 33862:						507.98
33863						
03/11/2025	33863	Schwartz, Bon, Walker & Studer,	11,906.66	Services performed by Patrick Holscher Feb 2025	10-4600-1085	11,906.66
Total 33863:						11,906.66
33864						
03/11/2025	33864	Sirchie Acquisition Company	429.16	Sirchie Crime Scene Kits	10-5400-3565	429.16
Total 33864:						429.16
33865						
03/11/2025	33865	Sutherlands	263.31	Filter & test plug	53-8300-3545	263.31
03/11/2025	33865	Sutherlands	189.00	Batteries	53-8300-3545	189.00
03/11/2025	33865	Sutherlands	32.98	Motion Sensor	53-8300-3545	32.98

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
03/11/2025	33865	Sutherlands	26.95	Concrete Mix	53-8300-3545	26.95
Total 33865:						512.24
33866						
03/11/2025	33866	Tade Zimmer	37.67	Water Deposit Refund for Tade Zimmer	51-26150	37.67
Total 33866:						37.67
33867						
03/11/2025	33867	Verizon	138.66	Two air cards for cardiac monitors and something wate	10-5600-2040	138.66
Total 33867:						138.66
33868						
03/11/2025	33868	Walmart 1617	341.32	Shop with A Cop East Donations	10-4400-1300	341.32
Total 33868:						341.32
33869						
03/11/2025	33869	Western Wyoming Lock & Safe	112.00	Door Lock and Key Replacement - Preciado Door	10-6500-3515	112.00
Total 33869:						112.00
33870						
03/11/2025	33870	WEX Bank	268.27	Fuel and DEF	10-5600-4000	268.27
Total 33870:						268.27
33871						
03/11/2025	33871	Wyoming Association of Rural Wa	395.00	2025 Conference (Mike Coleman)	10-6500-1030	395.00
Total 33871:						395.00
33872						
03/11/2025	33872	Wyoming State Board of Pharmac	80.00	Wy State Board of Pharmacy K9 Acord	10-5400-3560	80.00
Total 33872:						80.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
33873						
03/11/2025	33873	Y2 Consultants LLC	5,831.50	Planning services through 02/20/25	10-5700-2050	5,831.50
Total 33873:						5,831.50
33874						
03/11/2025	33874	Zoll Data Systems Dept #42374	617.50	EMS billing platform monthly bill	10-5600-2040	617.50
Total 33874:						617.50
33875						
03/11/2025	33875	Zoll Medical Corporation	3,474.53	Annual payment for Cardiac monitor PM program	10-5600-2040	3,474.53
Total 33875:						3,474.53
33876						
03/11/2025	33876	Hose & Rubber Supply	263.31	Pipe & Hose	10-6000-4050	263.31
Total 33876:						263.31
19210023						
03/11/2025	19210023	Rocky Mountain Power	46.45	900 S ROBERTSON RD, ROBERTSON HILLS PARK	10-4600-2510	46.45 M
Total 19210023:						46.45
19210024						
03/11/2025	19210024	Rocky Mountain Power	262.09	6699 Poison Spider	50-4600-2510	262.09 M
Total 19210024:						262.09
19210025						
03/11/2025	19210025	Rocky Mountain Power	866.33	PW Shop 240 Chamberlain Rd	50-4600-2510	866.33 M
Total 19210025:						866.33
19210026						
03/11/2025	19210026	Rocky Mountain Power	8,237.00	Utilites for the City	50-4600-2510	8,237.00 M
03/11/2025	19210026	Rocky Mountain Power	5,860.25	Power WTP	52-8200-2510	5,860.25 M
03/11/2025	19210026	Rocky Mountain Power	2,287.71	Enterprise Power	50-4600-2510	2,287.71 M

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 19210026:						16,384.96
19210027						
03/11/2025	19210027	Black Hills Energy	510.15	Natural Gas for City	10-4600-2515	510.15 M
03/11/2025	19210027	Black Hills Energy	1,221.11	Natural Gas for WTP	52-8200-2515	1,221.11 M
03/11/2025	19210027	Black Hills Energy	3,026.42	Natural Gas for Enterprise	50-4600-2515	3,026.42 M
Total 19210027:						4,757.68
19210028						
03/11/2025	19210028	HUB International	68,911.94	Hub Benefits	10-23700	68,911.94 M
Total 19210028:						68,911.94
19210029						
03/11/2025	19210029	307 Billing Services, LLC	2,000.00	Ambulance Billing Mar 2025	10-5600-2045	2,000.00 M
Total 19210029:						2,000.00
Grand Totals:						468,483.91

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-21100	.00	337,805.43-	337,805.43-
10-23700	68,911.94	.00	68,911.94
10-23800	4,281.73	.00	4,281.73
10-4400-1300	341.32	.00	341.32
10-4400-1510	4,885.00	.00	4,885.00
10-4400-9012	12,625.00	.00	12,625.00
10-4600-1085	11,906.66	.00	11,906.66
10-4600-2510	46.45	.00	46.45
10-4600-2515	510.15	.00	510.15
10-4600-2520	109.99	.00	109.99
10-4600-3030	7,500.00	.00	7,500.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-4800-6010	97,635.53	.00	97,635.53
10-4800-6020	59,500.00	.00	59,500.00
10-4900-3060	6,500.00	.00	6,500.00
10-4900-3065	2,582.95	.00	2,582.95
10-5100-3510	174.35	.00	174.35
10-5100-9000	5,135.35	.00	5,135.35
10-5300-1300	7.00	.00	7.00
10-5300-3010	2,961.68	.00	2,961.68
10-5400-3000	14,047.65	.00	14,047.65
10-5400-3015	10,948.56	.00	10,948.56
10-5400-3080	450.00	.00	450.00
10-5400-3560	80.00	.00	80.00
10-5400-3565	548.07	.00	548.07
10-5400-4050	109.96	.00	109.96
10-5500-3580	6,000.00	.00	6,000.00
10-5600-1040	1,518.65	.00	1,518.65
10-5600-1045	78.00	.00	78.00
10-5600-2040	7,975.69	.00	7,975.69
10-5600-2045	2,000.00	.00	2,000.00
10-5600-3515	152.84	.00	152.84
10-5600-3595	449.24	.00	449.24
10-5600-4000	774.01	.00	774.01
10-5700-2050	5,831.50	.00	5,831.50
10-5700-2055	310.00	.00	310.00
10-5700-4000	145.85	.00	145.85
10-6000-4050	263.31	.00	263.31
10-6500-1030	395.00	.00	395.00
10-6500-3515	112.00	.00	112.00
12-21100	.00	1,612.68-	1,612.68-
12-4500-3515	1,612.68	.00	1,612.68
50-21100	.00	23,054.79-	23,054.79-
50-4600-2005	3,080.00	.00	3,080.00
50-4600-2510	11,653.13	.00	11,653.13
50-4600-2515	3,026.42	.00	3,026.42
50-4600-3530	3,071.80	.00	3,071.80
50-4700-1040	37.20	.00	37.20
50-4700-3525	322.74	.00	322.74
50-4700-3545	1,355.52	.00	1,355.52
50-4700-3605	507.98	.00	507.98
51-21100	.00	763.75-	763.75-

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
51-26150	37.67	.00	37.67
51-8100-3500	24.38	.00	24.38
51-8100-4050	701.70	.00	701.70
52-21100	.00	11,408.47-	11,408.47-
52-8200-2510	5,860.25	.00	5,860.25
52-8200-2515	1,221.11	.00	1,221.11
52-8200-3500	4,327.11	.00	4,327.11
53-21100	.00	76,460.90-	76,460.90-
53-8300-3500	230.78	.00	230.78
53-8300-3545	512.24	.00	512.24
53-8300-3675	45,627.88	.00	45,627.88
53-8300-4050	90.00	.00	90.00
53-8300-4510	30,000.00	.00	30,000.00
54-21100	.00	17,377.89-	17,377.89-
54-8400-3050	9,473.88	.00	9,473.88
54-8400-4050	4,923.24	.00	4,923.24
54-8400-4055	2,980.77	.00	2,980.77
Grand Totals:	<u>468,483.91</u>	<u>468,483.91-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
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Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"



CITY OF MILLS

EST. 1921

PAID ACH / EFT TRANSACTIONS 3-11-25

Date	Payor	AMOUNT
3/6/25	Xpress Bill Pay Billing	\$ 1,321.96
3/5/25	American Exptress AXP Discnt	\$ 357.44
3/5/25	American Exptress AXP Discnt	\$ 44.46
3/5/25	Return Deposited Item	\$ 852.61
3/4/25	Payment Tech Fee	\$ 1,013.90
3/4/25	Payment Tech Fee	\$ 360.17
3/4/25	Payment Tech Fee	\$ 30.54
3/3/25	Merch BNKCD NSD Deposit	\$ 25.00
2/26/25	Return Deposited Item	\$ 71.70
	Total:	\$ 4,077.78



PAYROLL

Meeting Date: March 11, 2025

Payroll Type: Regular/Police

Date Range: 2-10-25 to 2-23-25

Net: \$ 118,456.27

Deductions: \$ 31,201.59

Federal Taxes: \$ 10,168.00

Medicare: \$ 1,650.87

Retirement: \$ 6,409.59

Social Security: \$ 6,793.27

Child Support: \$ 540.32

Insurance: \$ 4,146.56

Supplemental Retirement: \$ 1,152.02

Supplemental Insurance: \$ 340.96

TOTAL PAYROLL: \$ 87,254.68

City Clerk, Sarah Osborn

Mayor, Leah Juarez



PAYROLL

Meeting Date: March 11, 2025

Payroll Type: Fire

Date Range: 2-19-25 to 3-2-25

Net: \$ 38,634.66

Deductions: \$ 10,494.73

Federal Taxes: \$ 4,383.00

Medicare: \$ 530.35

Retirement: \$ 3,975.09

Union Dues \$ 210.00

Child Support: \$ -

Insurance: \$ 1,396.29

Supplemental Retirement: \$ -

Supplemental Insurance: \$ -

TOTAL PAYROLL: \$ 28,139.93

City Clerk, Sarah Osborn

Mayor, Leah Juarez



Transmittal Transactions
3-11-25

Payroll Regular/Police: 2-10-25 to 2-23-25

Date	Type/Check #	Payor	AMOUNT
2/23/2025	ACH	IRS	\$ 27,056.28
2/23/2025	33820	American Funds	\$ 50.00
2/23/2025	ACH	Orchard Trust 457	\$ 925.00
3/12/2025	ACH	Wyoming Retirement	\$ 39,949.35
Total:			\$ 67,980.63

Payroll Fire: 2-19-25 to 3-2-25

Date	Type/Check #	Payor	AMOUNT
3/2/2025	ACH	IRS	\$ 5,443.70
3/2/2025	33821	Pathfinder FCU	\$ 210.00
3/12/2025	ACH	Wyoming Retirement	\$ 19,698.32
Total:			\$ 25,352.02

TOTAL \$ 93,332.65

ORDINANCE NO. 819

AN ORDINANCE VACATING A .63 ACRE PARCEL OF THE FORMER WYOMING BOULEVARD IN THE CITY OF MILLS, WYOMING AND TRANSFERING THE SAME TO MOBILE CONCRETE, INC.

WHEREAS, Wyoming Statute Sec. WS 15-4-305, which provides the following authority and means of a municipality to vacate a municipal street:

15-4-305. Streets; vacation; petition required; consideration.

The governing body has the exclusive power and, by ordinance, may vacate any highway, street, lane or alley, or portion thereof. No vacation may be ordered except upon petition of a majority of the owners owning a majority of the property abutting on the portion proposed to be vacated and extending three hundred (300) feet in either direction from the portion proposed to be vacated. The city or town may demand and receive the value of the land vacated as consideration for the vacation.

And;

WHEREAS, Wyoming Blvd was an original Town of Mills road as platted in the original plat for the Town of Mills. The road had a straight north/south direction and ran to the North Platte River; and

WHEREAS, In 1976 the State of Wyoming rebuilt Wyoming Blvd in Mills and other areas, putting in the wide road which exists in the city today, In order to do this Wyoming Blvd was reconstructed with portions of the reconstructed Wyoming Blvd having an new right of way; and

WHEREAS; This resulted in a .63 Acre parcel of real property where the former Wyoming Blvd had been which is bordered on the west entirely by Lot 3 Boatright Addition belonging to Mobile Concrete Inc., to the north by a portion held by the City of Mills, to the South by a portion held by the City of Mills, and to the East by the current City of Mills SW Wyoming Blvd right of way; and

WHEREAS, the legal description and depiction of the .63 acre parcel is more particularly describe in Exhibit A, attached hereto and made a part hereof; and

WHEREAS, the City of Mills has no use or need for the .63 acre parcel, with the same having no municipal use; and

WHEREAS, Mobile Concrete, Incl. does have a use for the .63 acre parcel as it provides a frontage for Lot 3 Boatright Addition to SW Wyoming Blvd and is willing to receive the same; and

WHEREAS, The City regards the .63 acres surplus to the City’s needs and a potential legal detriment in that it abuts areas with heavy truck traffic while serving no municipal purpose, and therefore does not demand the value of the property to be vacated, with said value in its existing condition being minimal.

WHEREAS, The City of Mills, which holds the majority of the property abutting the .63 parcel acre is self-petitioning, through this process, to vacate the .63 acre parcel and has undertaken to provide notice of the same to all those entitled under Wyo. State 15-4-305 to receive the same.

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

The .63 acres, as more particularly described in Exhibit A attached here to is vacated with the fee title to the same vesting in Mobile Concrete, Inc, and, further, with no legal consideration being necessary or required as part of this Vacation.

This instrument, together with its attachments, is to be recorded in the Property Records for Natrona County, Wyoming.

PASSED on 1st reading the _____ day of _____, 2025.

PASSED on 2nd reading the _____ day of _____, 2025.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this _____ day of _____, 2024

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Sarah Osborn, City Clerk



EXHIBIT "A"
CITY OF MILLS PARCEL

A parcel of land previously platted as a public street right-of-way as shown on the original Map of the Town of Mills recorded on February 9, 1921, in Book 27 of Deeds, Page 572, situate within a portion of Lot 2 (SW¼NW¼) of Section 7, T.33N., R.79W., 6th P.M., City of Mills, Natrona County, Wyoming, as shown on Exhibit B attached hereto and by this reference made a part hereof and being more particularly described as follows:

Commencing at the west ¼ corner of said Section 7, monumented by a brass cap and being the southeast corner of Lot 3, Boatright Addition to the City of Mills, also being the southwest corner of the parcel being described and the Point of Beginning;

Thence N00°27'18"W, along the west line of the parcel being described, the west line of said Section 7, and the east line of Lot 3, Boatright Addition to the City of Mills, a distance of 484.43 feet to the northwest corner of the parcel also being the northeast corner of said Lot 3;

Thence N88°48'24"E, a distance of 47.55 feet to the northeast corner of the parcel being described, located on the west line of SW Wyoming Boulevard;

Thence S01°09'47"E, along the east line of the parcel being described and the west line of SW Wyoming Boulevard, a distance of 277.82 feet to a point of curvature;

Thence continuing along the east line of the parcel being described and the west line of SW Wyoming Boulevard and a non-tangential curve to the left having a radius of 498.37 feet, through a central angle of 24°24'01", a distance of 212.24 feet, with a chord bearing of S13°32'27"E, a distance of 210.64 feet to the southeast corner of the parcel;

Thence S88°20'17"W, along the north line of the City of Mills property, as referenced in the document recorded as Instrument No. 1049046, a distance of 98.69 feet to the Point of Beginning.

The above described parcel contains 0.63 acres, (27,540.54 S.F.) more or less, and is subject to all rights-of-way and/or easements, reservations and encroachments which have been legally acquired.

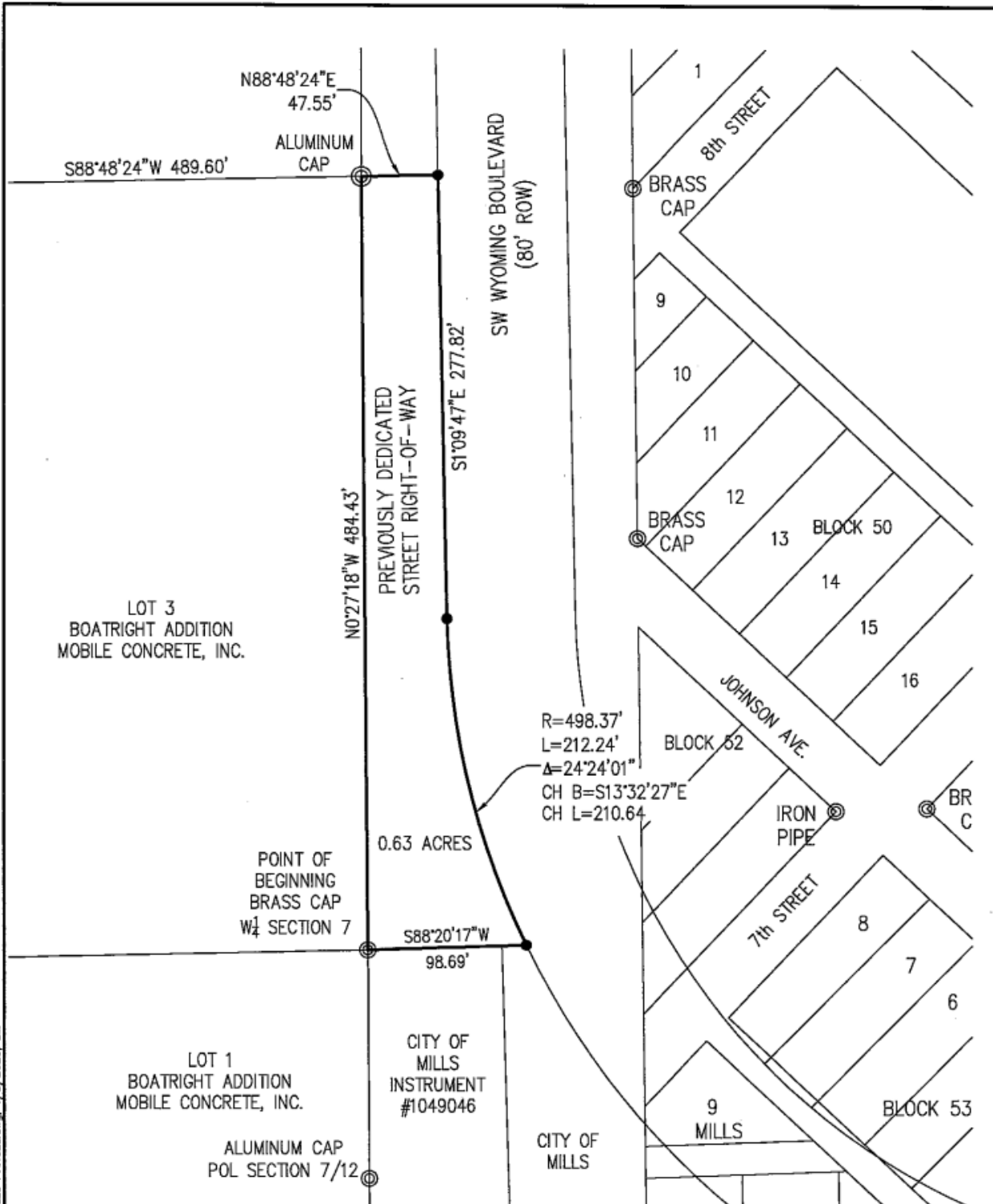
I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision in February, 2023, and that on the basis of my information knowledge and belief as a Professional Land Surveyor that this description is true and correct.



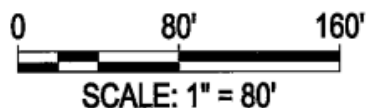
MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY, EXPRESSED OR IMPLIED, THAT I HAVE TOWARD THE SUBJECT PROPERTY.

W.O. #22-033
Mills/Boatright Parcel

Civil Engineering Professionals, Inc.
6080 Enterprise Dr. • Casper, WY 82609
Phone 307.266.4346 • Fax 307.266.0103
www.cepi-casper.com



M:\Land 2022\Engineering\22-033 Mills Pathway\Drawings\Survey\Plots\TOWN OF MILLS PARCEL.dwg, 1/8/2025, Bill



SCALE: 1" = 80'



Civil Engineering Professionals, Inc.
 6080 Enterprise Drive, Casper, WY 82609
 Phone 307.266.4346 Fax 307.266.0103
 www.cepi-casper.com



LEGEND

- SET MONUMENT 5/8" REBAR & ALUMINUM CAP
- ⊙ FOUND MONUMENT AS NOTED

EXHIBIT B
TOWN OF MILLS PARCEL
 Portion of Lot 2 (SW 1/4 NW 1/4)
 Section 7, T33N., R.79W., 6th P.M.
 Town of Mills, Wyoming
 January, 2025
 W.O. 22-033

ORDINANCE NO. 820

AN ORDINANCE AMENDING CERTAIN PROVISIONS OF TITLE 13, PUBLIC SERVICES, CHAPTER 13.03 UTILITY BILLING AND COLLECTION

WHEREAS, The City of Mills Public Works Department and administrative staff have reviewed the process regarding utility billing and collection; and

WHEREAS, The City of Mills has a desire to modify its billing and collection system in order that it might be more efficiently and uniformly administered.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MILLS that the following provisions of Title 13 of the City Ordinances shall be amended such that the text in red shall be added, and the lined through text stricken, starting immediately upon passage of this Ordinance.

Sec. 13.03.050. Connection or change of service.

(b) Service can be obtained by **completing a service application at the Mills City Hall during normal business hours.** ~~contacting the city hall, 704 4th St., Mills, Wyoming, between the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday (except holidays); calling the city at (307) 234-6679, between the hours of 8:00 a.m. to 5:00 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 nighttime telephone number, employer and requested date of service. The request must be made at least three working days prior to a request starting date. **Incomplete request will be returned to the customer for additional information.**

Sec. 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~~ **are** required before service is restored. If the service is to be restored during non-working hours, the fee and deposit must be in city hall, 704 4th St., Mills, Wyoming, no later than 10:00 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 **or a returned ACH** is received by the city. The bank automatically redeposits insufficient funds checks. If an insufficient funds check has been redeposited **or an ACH payment has been** ~~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 non-sufficient funds (NSF) checks, all future utility charges will be required to be paid by cash, certified funds or money order.~~

Sec. 13.03.090. Billing.

(b) All ~~sewer and garbage~~ **utility** 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.~~

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

g) Customers **with an active account** will be charged any applicable minimum charges for all utility services during billing periods with no water usage.

(i) Sanitation charges are required on all active residential accounts where the residential service address is located within an area in which collection is serviced by the city. If the account is active with the city, it will incur sanitation charges, along with water and sewer charges. The property will be provided with access to the appropriate container needed for the disposal of solid waste, as set forth in Municipal Code 8.11.040 A

Sec. 13.03.100. Adjustments.

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

(c) Leak adjustments will only be completed for the three bills prior to the leak being repaired.

Sec. 13.03.110. Credit, payment terms and collection efforts.

(a) Bills will be considered delinquent if not paid ~~20~~ **30 thirty** 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 ~~21~~ **31st thirty first** day after the bill date. If the bill remains unpaid ~~ten~~ **45 forty-five** days after the bill date, all utility services will be discontinued.

Sec. 13.03.130. Appeals.

Bills and adjustments may be appealed to the City Council within thirty days of the bill date or adjustment date by submitting a written request to the Mills City Clerk. All decisions made by the City Council will be final.

Sec. 13.03.140. Payment arrangements.

Payment arrangements may be granted if a customer is unable to pay their past due balance before their disconnection date. If made, the arrangement would allow the customer to skip the current shut-off period for the service address that is delinquent or at risk of being shut-off. The account must be brought current by the due date of the current bill, which is not yet delinquent. This may allow up to, but will not exceed, thirty days to bring the account current, depending on when they contact the city. Customers must meet the following criteria to be eligible for a payment arrangement on their account.

- a) The customer must contact the city ~~prior to their week~~ within 5 business days prior to shut off.
- (b) The bill causing delinquency is not the first bill on the account.
- (c) Payment arrangements are not allowed on deposits. All deposits must be paid in full before water, sewer and sanitation services will begin.
- (d) The customer has had four months of good payment history.
- (e) All previous payment arrangements have been paid as agreed.
- (f) No more than one previous payment arrangement in the previous ~~twelve month rolling period~~ **eighteen-months is permitted**; ~~a total of two payment arrangements in the twelve month rolling period are allowed, including the one being requested.~~
- (g) A one-time exception may be made for a customer whose water has been disconnected when they have a good payment history on the disconnected account.

PASSED on 1st reading the _____ day of _____, 2025.

PASSED on 2nd reading the _____ day of _____, 2025.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this _____ day of _____, 2025.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Sarah Osborn, City Clerk



CITY OF MILLS
EST. 1921

704 Fourth Street
P.O. Box 789
Mills, WY 82644

Phone: 307-234-6679
Fax: 307-234-6528

Memorandum

TO: Mills City Council
FROM: Megan Nelms, AICP, City Planner
DATE: March 11, 2025
SUBJECT: Final Plat – Lots 2A & 3A, Sage Addition

Case Number: 25.01 FSP

Summary: The plat has been updated to reflect correct line types in the line legend and to include a 10’ rear yard general utility easement. The updated plat is included in the packet.

The applicant is completing a boundary adjustment between Lots 2 & 3, Sage Addition. The adjustment will increase proposed Lot 3A from 2.23 to 2.45-acres and decrease proposed Lot 2A from 2.23 to 2.0-acres in size.

Current Zoning: I-1 (Light Industrial) *no change of zoning is requested or required.

Planning Commission Recommendation: At their February 6, 2025, meeting the Planning & Zoning Commission made a “DO PASS” recommendation on the subdivision request, pending completion of all planning considerations.

Staff Recommendation: The applicant has completed all the required planning considerations and staff recommends APPROVAL of the subdivision final plat.

Lots 2A & 3A, Sage Addition

Boundary Line Adjustment

Planning Commission Meeting
February 6, 2025

City Council Meeting
February 25, 2025

Applicants: Lyle Vinich

Case Number: 25.01 FSP

Agent: ECS Engineering/Steve Granger

Summary: The applicant is completing a boundary adjustment between Lots 2 & 3, Sage Addition. The adjustment will reduce the size of proposed Lot 2A from 2.23 to 2.0-acres and increase proposed Lot 3A from 2.23 to 2.45-acres in size.

Legal Description: Lots 2 & 3, Sage Addition

Location: The property is located on the northwest side of the intersection of Chamberlin Rd and Pontiac St.

Current Zoning: I-1 (Light Industrial) *no change of zoning is requested or required.

Existing Land Use: There is an existing shop building on proposed Lot 2A

Adjacent Land Use: North: Sage Addition/City Public Works Facilities (PLI)
South: Boatright Addition/Mobile Concrete (I-2)
East: Boatright Addition/Mobile Concrete (I-2)
West: Buffalo Meadows (R-1)

Planning Considerations:

1. Submit a signed City of Mills Subdivision Plat application
2. Add a 5' general utility easement around the boundary of each lot
3. Label the lot line being vacated by the plat.
4. Buffalo Meadows Addition is adjacent on the western boundary of the subdivision, not Lot 4, Sage Addition. Re-label and update the calls in the legal description in the Certificate of Dedication.

5. The Dedication shows the acreage of the subdivision is 47.65-acres. Correct 4.457-acres.

Item # 12.

6. Survey Reviews:

- a. Verify the plat scale is 1" = 60' not 1" = 100'
- b. Verify all line types in the legend match those on the plat face
- c. Revise the plat in the vicinity map and Surveyors Certificate to match the Dedication.

Staff Recommendation:

Staff recommends APPROVAL of the final plat upon all planning considerations being completed and for the Planning Commission make a "Do Pass" recommendation on the Final Plat application.

Planning Commission Recommendation:

At their February 6, 2025 meeting, the Planning Commission made a "DO PASS" recommendation on the final plat application.

City Council Decision:



CITY OF MILLS
APPLICATION FOR SITE PLAN APPROVAL
 Pursuant to the City of Mills Zoning Ordinance



Item # 12.

City of Mills, Wyoming
 704 4th Street (Physical Address)
 P.O. Box 789 (Mailing Address)
 Mills, Wyoming 82644

Date: 1/17/2025
 Return by: _____
 (Submittal Deadline)
 For Meeting on: _____

PLEASE PRINT

SINGLE POINT OF CONTACT: _____

APPLICANT/PROPERTY OWNER(S) INFORMATION:

Print Owner Name: Lyle Christopher Vinich
 Owner Mailing Address: 12274 Vacation Ct.
 City, State, Zip: Sturgis, SD 57785
 Owner Phone: (307)349-1847
 Applicant Email: cvinich@vindustrygroup.com

AGENT INFORMATION:

Print Agent Name: Shawn J. Gustafson
 Agent Mailing Address: 1607 CY Avenue, Suite 104
 City, State, Zip: Casper, WY 82604
 Agent Phone: 307-337-2883
 Agent Email: sgustafson@ecsengineers.net

PROPERTY INFORMATION:

Subject property legal description (attach separate page if long legal): Lot 2 & 3 Sage Addition
 Physical address of subject property if available: 280 Chamberlain Road
 Size of lot(s) sq. ft/acres: Lot 2 - 2.003 Acres, Lot 3 - 2.454 Acres
 Current zoning: I-1 Light Industrial Current use: _____
 Intended use of the property: _____
 Zoning within 300 feet: _____ Land use within 300 feet: _____

ATTACHMENTS (REQUIRED):

1. **Proof of ownership:** _____
 (such as deed, title certification, attorney's title opinion)
2. **Seven (7) full sized copies of the Site Plan:** _____
3. **One reproducible 11 x 17 Site Plan hard copy:** _____
4. **One Site Plan electronic copy (pdf):** _____

IF APPLICABLE, INCLUDE:

1. Number of employees on the premises: _____
2. Building occupant loading (if recreational, entertainment, place of assembly, a facility or building of similar nature): _____
3. Number of residential units: _____
4. Number of off-street parking spaces **provided:** _____
5. Number of off-street parking spaces **required:** _____

SIGNATURE(S):

The following owner's signature signifies that all information on this application is accurate and correct to the best of the owner's knowledge; and that the owner has thoroughly read and understands all application information and requirements. [In addition to the owner's signature(s), if an agent of the owner is to be the contact for all communications relating to this application, please have the agent sign below.]

I (We) the undersigned owner(s) of the property described above do hereby make application to the City of Mills as follows:

OWNER Signature Chris Vinich

OWNER Signature _____

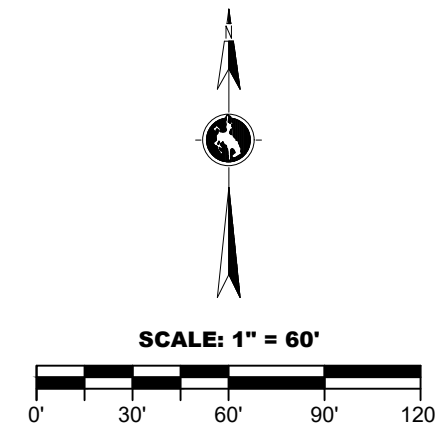
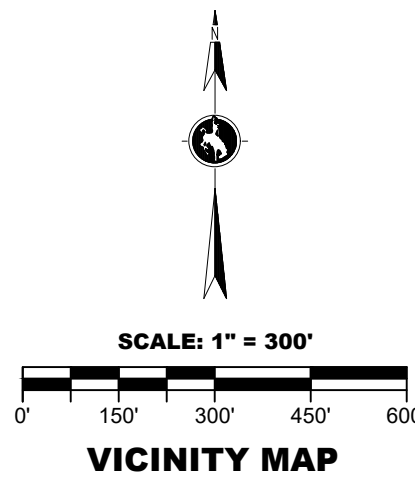
AGENT Signature _____

FEE: \$10.00 per dwelling unit with a \$250.00 minimum and a \$1000.00 maximum; plus a recordation fee of \$150.00.

For Office Use Only: Signature verified: _____ Proof of ownership provided: _____ Fee Paid: \$ _____

A MINOR BOUNDARY ADJUSTMENT PLAT OF LOTS 2 & 3
SAGE ADDITION
AS
SAGE ADDITION

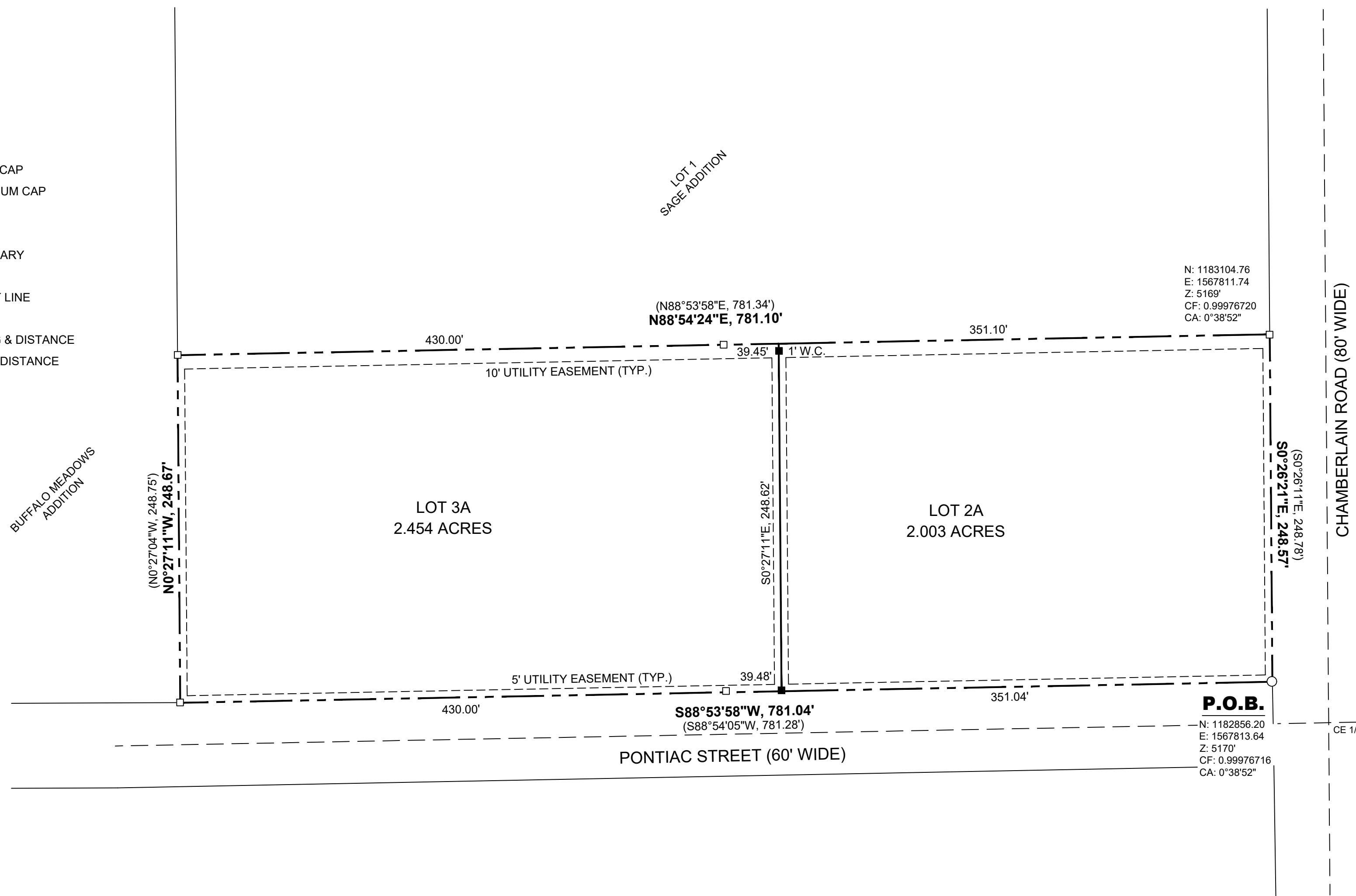
THE NEWLY CREATED LOTS TO BE DESIGNATED AS LOTS 2A AND 3A, SAGE ADDITION
AN ADDITION TO THE
CITY OF MILLS, WYOMING
LOCATED IN PORTIONS OF
THE S1/2SW1/4NE1/4,
SECTION 12, T.33N., R.80W, 6TH P.M.,
NATRONA COUNTY, WYOMING



LEGEND

- RECOVERED BRASS CAP
- RECOVERED ALUMINUM CAP
- SET ALUMINUM CAP
- W.C. WITNESS CORNER

- SUBDIVISION BOUNDARY
 - LOT LINE
 - - - - - EXISTING EASEMENT LINE
 - . - . - 1/16 SECTION LINE
- S88°53'58"W, 781.04'** MEASURED BEARING & DISTANCE
(S88°54'05"W, 781.28') RECORD BEARING & DISTANCE



CERTIFICATE OF DEDICATION

STATE OF WYOMING
COUNTY OF NATRONA

THE UNDERSIGNED, LYLE C. VINICH, OWNER, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF LOTS 2 AND 3, SAGE ADDITION, LOCATED IN A PORTION OF THE S1/2SW1/4NE1/4, SECTION 12, T.33N., R.80W., 6TH P.M., CITY OF MILLS, NATRONA COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF THE PARCEL BEING DESCRIBED AND A POINT IN THE INTERSECTION OF THE WEST LINE OF CHAMBERLAIN ROAD WITH THE NORTH LINE OF PONTIAC STREET;

THENCE FROM SAID POINT OF BEGINNING AND ALONG THE SOUTH LINE OF SAID PARCEL AND THE NORTH LINE OF SAID PONTIAC STREET, S.88°53'58"W., 781.04 FEET TO THE SOUTHWEST CORNER OF SAID PARCEL AND THE SOUTHEAST CORNER OF OF BUFFALO MEADOWS ADDITION;

THENCE ALONG THE WEST LINE OF SAID PARCEL AND THE EAST LINE OF SAID BUFFALO MEADOWS ADDITION, N.0°27'11"W., 248.67 FEET TO THE NORTHWEST CORNER OF SAID PARCEL AND THE SOUTHWEST CORNER OF LOT 1, OF SAID SAGE ADDITION;

THENCE ALONG THE NORTH LINE OF SAID PARCEL AND THE SOUTH LINE OF SAID LOT 1, SAGE ADDITION, N.88°54'24"E., 781.10 FEET TO THE NORTHEAST CORNER OF SAID PARCEL, THE SOUTHEAST CORNER OF SAID LOT 1, SAGE ADDITION AND A POINT IN THE WEST LINE OF SAID CHAMBERLAIN ROAD;

THENCE ALONG THE EAST LINE OF SAID PARCEL AND THE WEST LINE OF SAID CHAMBERLAIN STREET, S.0°26'21"E., 248.57 FEET TO THE POINT OF BEGINNING;

THE ABOVE-DESCRIBED PARCEL OF LAND CONTAINS 4.457 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY RIGHTS-OF-WAY AND/OR EASEMENTS, RESERVATIONS, AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

THE PARCEL OF LAND, BEING A MINOR ADJUSTMENT PLAT OF LOTS 2 AND 3, SAGE ADDITION AS IT APPEARS ON THIS PLAT, IS DEDICATED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE ABOVE NAMED OWNERS AND PROPRIETORS. THE NAME OF THE SUBDIVISION SHALL BE KNOWN AS "SAGE ADDITION". TO THE CITY OF MILLS, NATRONA COUNTY, WY. DESIGNATED AS LOTS 2A AND 3A. ALL STREETS SHOWN HEREON ARE HEREBY OR WERE PREVIOUSLY DEDICATED TO THE USE OF THE PUBLIC. EASEMENTS SHOWN HEREON, ARE HEREBY DEDICATED TO THE CITY OF MILLS AND TO THE PUBLIC AND PRIVATE UTILITY COMPANIES FOR THE PURPOSES OF CONSTRUCTION, OPERATION AND MAINTENANCE OF UTILITY LINES, CONDUITS, DITCHES, DRAINAGE AND ACCESS.

LYLE C. VINICH
12274 VACATION CT
STURGIS, SD 57785

LYLE C. VINICH, OWNER

ACKNOWLEDGEMENTS

STATE OF WYOMING)
) SS
COUNTY OF NATRONA)

THIS THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2025,
BY LYLE C. VINICH - OWNER.
WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES: _____
NOTARY PUBLIC

APPROVALS

CITY OF MILLS:
APPROVED BY THE CITY COUNCIL OF THE CITY OF MILLS, WYOMING BY RESOLUTION NUMBER _____ DULY PASSED, ADOPTED AND
APPROVED ON THIS _____ DAY OF _____, 2025.

MAYOR _____ ATTEST: CITY CLERK _____
CITY ENGINEER _____ CITY SURVEYOR _____ CITY PLANNER _____

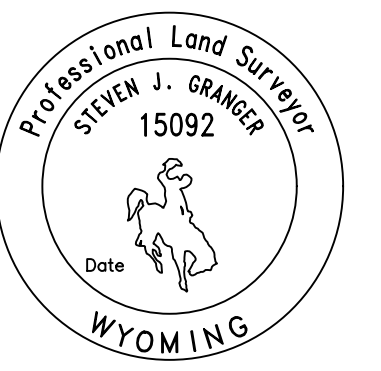
CERTIFICATE OF SURVEYOR

I, STEVEN J. GRANGER, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, REGISTERED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS PLAT IS A TRUE, CORRECT AND COMPLETE PLAT OF **PLAT OF SAGE ADDITION**, DESIGNATED AS LOTS 2A AND 3A, AS LAID OUT, PLATTED, DEDICATED AND SHOWN HEREON, AND THAT THIS PLAT WAS MADE FROM NOTES DURING AN ACTUAL SURVEY MADE BY ME OR OTHERS UNDER MY DIRECT SUPERVISION DURING THE MONTH OF DECEMBER, 2024 AND THAT THE PHYSICAL AND MATHEMATICAL DETAILS SHOWN HEREON ARE CORRECT AT THE TIME OF SAID SURVEY.

STATE OF WYOMING)
) SS
COUNTY OF NATRONA)

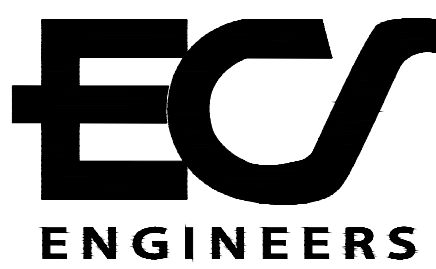
THIS THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2025,
BY STEVEN J. GRANGER

WITNESS MY HAND AND OFFICIAL SEAL.
MY COMMISSION EXPIRES: _____
NOTARY PUBLIC



NOTES

1. ERROR OF CLOSURE EXCEEDS 1:1,004,367.
2. BEARINGS AND COORDINATES ARE BASED ON THE WYOMING STATE PLANE COORDINATE SYSTEM, EAST CENTRAL ZONE, NAD 83/2011.
3. ELEVATIONS ARE NAVD88 AND NOT TO BE USED AS BENCHMARKS.
4. DISTANCES: US SURVEY FOOT/GRID.



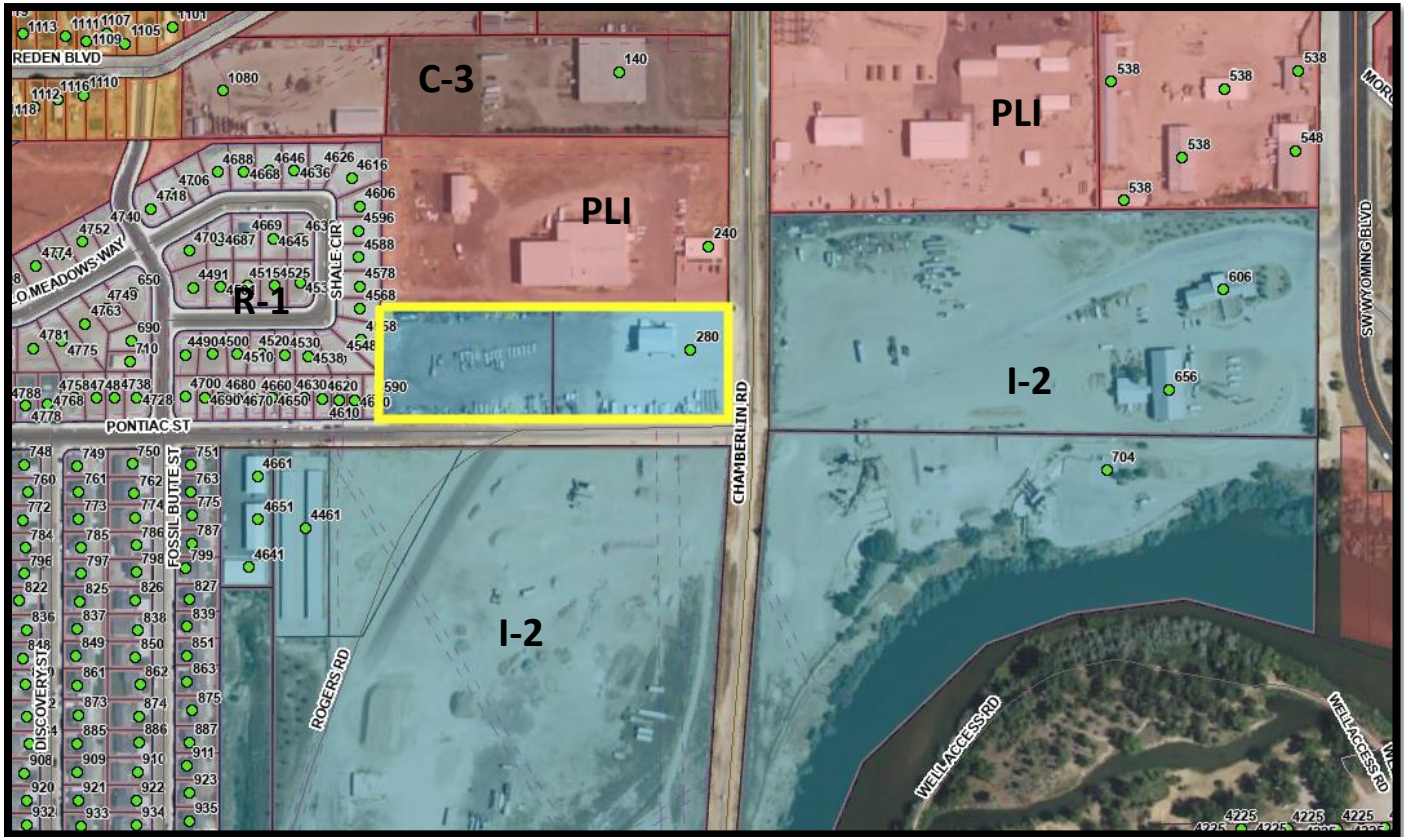
Environmental and Civil Solutions, LLC
111 West 2nd Street, Suite 600
Casper, WY 82604
Phone: 307.337.2883
www.ecsengineers.net

OWNER:
LYLE C. VINICH
12274 VACATION CT
STURGIS, SD 57785

DATE DRAWN:
2.20.2025

PROJECT NO. 240050

Lots 2A & 3A, Sage Addition – Boundary Line Adjustment Final Plat



Mills Zoning Districts

 Mills, C-1: General Commercial	 Mills, O-B: Office Business District
 Mills, C-3: Business Service District	 Mills, R-1: Single Family Dwelling District
 Mills, I-1: Light Industrial	 Mills, R-2: One and Two Family Dwelling District
 Mills, I-2: Heavy Industrial	 Mills, R-3: Multiple Family Dwelling District
 Mills, M-H: Manufactured Home District	 Mills, UA: Urban Agriculture
 Mills, M-P: Manufactured Home Park	 Mills, UR: Urban Agriculture Residential
 Mills, PLI: Public Land Institutions	



5/31/2023 3:32:57 PM

NATRONA COUNTY

Pages: 1

Tracy Good
Recorded: CC
Fee: \$12.00
AMERICAN TITLE AGENCY

QUITCLAIM DEED
(280 Chamberlin Rd.)

1140299

KNOW ALL MEN BY THESE PRESENTS THAT Rustin L. Anderson and Lyle Christopher Vinich, collectively as "Grantor," for and in consideration of \$10.00 Dollars in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, hereby QUITCLAIMS AND CONVEYS TO Lyle Christopher Vinich, as "Grantee," all of Grantor's right, title and interest in and to the following described real estate, situate in Natrona County and State of Wyoming, hereby releasing and waiving all rights under and by virtue of the homestead exemption laws of the State, to-wit:

LOTS 2 AND 3, SAGE ADDITION TO THE TOWN OF MILLS, NATRONA COUNTY, WYOMING, AS PER PLAT RECORDED OCTOBER 30, 2019, AS INSTRUMENT NO. 1072368,

TOGETHER with any and all tenements, hereditaments and appurtenances belonging or in anywise appertaining thereto, any and all improvements and fixtures thereon, and any and all easements, rights of way, and other rights appurtenant thereto, and FURTHER TOGETHER WITH any after acquired title Grantor receives in and to any part of the above-described property.

This deed is intended to sever any co-ownership arrangement between the Grantors in the above-described property and vest title solely in the above-named Grantee.

Dated May 30, 2023
Rustin L. Anderson Rustin L. Anderson
Lyle Christopher Vinich Lyle Christopher Vinich

ACKNOWLEDGMENTS

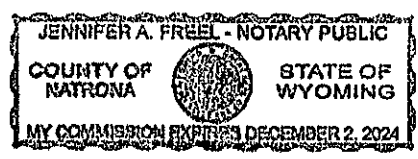
STATE OF WYOMING)
) SS:
COUNTY OF NATRONA)

The foregoing instrument was signed and acknowledged before me by Rustin L. Anderson on May 30, 2023.

Witness my hand and official seal.

J. A. Freel
Notary Public

My Commission Expires: 12/2/24



ACKNOWLEDGMENTS

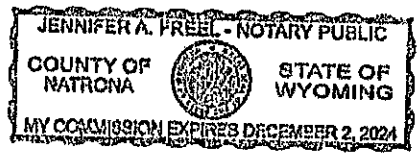
STATE OF WYOMING)
) SS:
COUNTY OF NATRONA)

The foregoing instrument was signed and acknowledged before me by Lyle Christopher Vinich on May 31, 2023.

Witness my hand and official seal.

J. A. Freel
Notary Public

My Commission Expires: 12/2/24



Board Members Present: John Gudger, Chris Volzke, John Bryson and Robin Baye were present for the P&Z Meeting. Member Nick Sterling was absent.

City Staff in Attendance: Megan Nelms, City Planner, Building Inspector Kevin O'Hearn, Sabrina Kemper, Community Development Director and Sarah Osborn, City Clerk

Chairman John Gudger called meeting to order at 5:32pm on February 6, 2025, as a quorum was present.

Chairman Gudger asked if everyone had a chance to read the minutes from the previous meeting on January 2, 2025. Board Member Chris Volzke made a motion to approve the minutes. Board Member Robin Baye seconded the motion. Chairman Gudger called for a vote to pass the minutes of the January 2, 2025 P&Z meeting. All ayes, motion passed.

Chairman Gudger introduced the first item on the agenda, the Final Plat for the replat of Lots 2 & 3, Sage Addition and ask Megan for a staff report. Megan provided an overview of the application, stating that it was completing a boundary adjustment between Lots 2 & 3, Sage Addition. The Applicant is Lyle Vinich and the agent is ECS Engineering. The adjustment will reduce the size of proposed Lot 2A from 2.23 to 2.0 acres and increase proposed Lot 3A from 2.23 to 2.45 acres in size. The subdivision is located on the northwest side of the intersection of Chamberlin Rd and Pontiac Street and zoned as I-1 (Light Industrial). There is an existing shop building on proposed Lot 2A. There are just a few planning considerations. They are as follows:

Planning Considerations:

1. Add a 5' general utility easement around the boundary of each lot
2. Label the line shown on Lot 3A
3. Survey Reviews:
 - Verify the plat scale is 1" = 60' not 1" = 100'
 - Verify all line types in the legend match those on the plat face
 - Revise the plat in the vicinity map and Surveyors Certificate to match the Dedication.

Staff Recommendations:

Staff recommends approval of the Final Plat, pending all considerations being completed and recommends the Planning Commission make a do-pass recommendation on the application to City Council.

Board Member Bryson had questions regarding line labels. Steve Granger with ECS Engineers came forward. He stated that the next item on the agenda is the development plan related to this subdivision but wanted to clarify that he has not seen the site plan and has only worked on the plat. Kevin brought the site plan to the podium to show Steve. He let the

commission know that the line being discussed is the original lot line. He can add the line to the legend or remove it all together. Member Bryson asked him to just label the line. Megan stated she will revise the considerations to remove or label the line being vacated.

There was discussion regarding the 50' wide easement running along the eastern side of the subdivision. Mr. Granger said that the easement shows up on the original Sage Addition plat and it is recorded, but he was unsure about the site plan. Chairman Gudger referred to the site plan and detailed that the building is roughly 124' and based on those dimensions, the existing building is within the easement. Mr. Granger agreed and said it was a possible conflict. He thinks that it is one of the large transmission lines that runs up through there.

Megan stated that, in reviewing the aerial photo, there is not any overhead transmission infrastructure within the shown easement. She stated that based on the recording information, you can tell it is a very old easement. Megan recommended that they do locates and make sure the lines are not underground. Member Bryson advised he would like them to provide positive evidence of vacation of the easement. Mr. Granger said that may be hard to do, but he would provide some information to Megan. Megan said we could ask the City Attorney for more clarification as to the process of vacating the easement, based on who it is in favor of, and other issues. She reminded the commission that at this time, they are only reviewing the subdivision plat, not the development plan. Chairman Gudger made it clear that they would be approving the plat, but not the site plan at this time. Megan confirmed.

Chairman Gudger opened the floor for questions or comments from the commission or the public. There were none. Chairman Gudger then asked for a motion. Vice Chairman Volzke made a motion to approve the final plat for the resubdivision of Sage Addition, pending completion of all planning considerations. Member Bryson seconded the motion. All voted aye, motion carried.

Chairman Gudger introduced the next item on the agenda, the Vinich Development Plan, and asked Megan for a staff report. Megan provided an overview of the case, 25.01 DEV. The applicant is proposing to construct additions to an existing commercial shop building on Lot 2A, Sage Addition. The existing building is approximately 3,750 sf in size and the application proposes future additions of 3,600 sf on the north side of the existing structure and a second addition of 1,710 sf on the south side. The property is located on the northwest corner of the intersection of Chamberlin Rd and Pontiac St.

Megan provided an overview of the development plan review process and the criteria for approval. She provided details on the current application, stating that the site encompasses approximately 2.0-acres and is zoned I-1 (Light Industrial). The development plan notes that exterior lighting will be on the building, with no proposed parking lot illumination. Specifications for the types of exterior lighting for the building need to be provided. A 'potential future building' is depicted on the adjacent Lot 3A. It should be noted that any future development on Lot 3A will require a separate Development Plan application and review. She also advised that the applicant should also be aware of additional setbacks and buffering that will be required for commercial or industrial development adjacent to the residential Buffalo Meadows Addition.

Megan then provided a summary of the planning considerations for the development plan application:

Planning Considerations:

1. Submit a detailed lighting plan per Section 40.35 detailing the types of lighting proposed for the building. Submit an exterior lighting plan per Section 40.35(4) showing the location and types of lighting for the building, along with manufacturer's specifications.
2. Per Section 40.10(6) all required parking spaces and all driveways, entrances and exits from the parking area shall be paved with asphalt, concrete or similar permanent surface.
 - a. Nine (9) parking spaces are required. 14 are shown on the development plan with asphalt surfacing. This meets the intent of the regulations.
3. Submit a final drainage plan
4. Enter into an approved Site Plan Agreement upon approval of the Development Plan.
5. Obtain all required building permits for:
 - a. All site lighting
 - b. All on-premise signage.
6. Clarify and show the power 15' wide power easement on the site plan and clarify whether there is a holds infrastructure and the encroachment of the building in the easement.

Staff Recommendation:

Staff recommends approval of the Development Plan pending completion of all planning considerations and recommends the Planning Commission make a do-pass recommendation on the application to City Council.

Board Member Bryson had questions regarding the required paving area. There was general discussion centered around the requirements for paving the required parking area in industrial zoning districts. Megan stated that the commission will see upcoming amendments to the LDRs and she will be sure to include some clarifying language regarding parking surfacing at that time.

There was extensive discussion over the location of the 50' easement on the eastern portion of the property in relation to the existing building and proposed additions. Chairman Gudger state that he did not want to move the application forward without knowing more about the easement. Megan stated staff's recommendation is still approval, as the applicant and their agent will be required to provide information on the easement as part of completing the planning considerations prior to council review and approval. Chairman Gudger stated he feels the application should be tabled. There was general discussion by the commission on whether they wanted to review the development plan and easement information again before making a recommendation.

Chairman Gudger then asked if there was any other discussion. There was none. He then made a motion to table the Vinich Development Plan Application, pending additional information regarding the 50' wide easement. Vice-Chairman Volzke seconded the motion. All voted aye, motion carried.

Chairman Gudger introduced the final item on the agenda, the Vision Beyond Borders Development Plan and asked Megan to provide a staff report. Megan reminded the commission that the case had been tabled at the previous meeting and that the commission should entertain a motion to remove it from the table for consideration. Member Volzke motioned to remove the case from the table for review. Member Bryson seconded. All voted aye, motion carried.

Megan provided an overview of the case, 25.01 DEV, stating the case had been tabled at the previous meeting with a request from the commission that the applicant provide additional details and required items per the LDRs. The applicant is Patrick Klein with Vision Beyond Borders and the agent is Steve Granger with ECS Engineering.

Megan provided an overview of the development plan review process and the criteria for approval of a development plan. Vision Beyond Borders has applied to construct a new pole building for Vision Beyond Borders, located just off Yellowstone Highway, accessing via Radio Ave. She stated that the site encompasses .75-acres and is zoned C-1 (General Commercial).

Megan provided a summary of the outstanding items that were previously missing from the application that were now included, such as a detailed landscaping plan, exterior lighting plan and updated site plan. She stated that one outstanding issue remains. Per Section 40.10(6) all required parking spaces and all driveways, entrances and exits from the parking area shall be paved with asphalt, concrete or similar permanent surface. The development plan shows the (6) parking spaces. The applicant has indicated on the development plan and in the application their intent to utilize gravel surfacing across the remainder of the site with plans to pave in the future. Megan stated that the commission should evaluate this request and include a recommendation to city council to allow the exception to the paving requirement or request a revision of the application showing fully paved surface at the time of construction and building occupation. She also provided a summary of the planning considerations.

Planning Considerations:

1. The previous application contained a conceptual exterior lighting plan. A more detailed exterior lighting plan has been provided with this submittal and appears to be in conformance with the LDRs.
 - a. No parking lot lighting is proposed
 - b. Exterior lighting will be limited to the building with shielded wall-packs. The applicant needs to specify which model of the Sling Series Slender Wallpack light will be utilized.
2. Section 40.40(4), a minimum of 10% of the site shall be landscaped. A conceptual landscaping plan was submitted with the previous application. An updated, detailed landscape plan has been submitted and appears to be in conformance with the LDRs.
3. Per Section 40.10(6) all required parking spaces and all driveways, entrances and exits from the parking area shall be paved with asphalt, concrete or similar permanent surface.
 - a. If the Planning Commission desires to allow an alternate surfacing type, either temporarily or permanently, the motion and recommendation to Council should include language to that effect.
 - b.

4. Enter into an approved Site Plan Agreement upon approval of the Development Plan.
5. A new address will be assigned after approval of the site plan.
6. Provide final, City Engineer approved design plans for:
 - a. Final grading plan
 - b. Final access/approach plans
 - c. Final utility service plans
7. Obtain all required building permits for:
 - a. All site lighting
 - b. All on premise signage.

Staff Recommendation:

Megan stated that staff recommends APPROVAL of the Development Plan with the requirement that all paving requirements of the LDRs be met prior to occupancy of the building as well as all other planning considerations.

Chairman Gudger then asked if there were any questions from the commission. Vice Chairman Volzke questioned the updated drainage plan, saying it shows a small storm water detention area next to the thrift store, and he wants to confirm that a final drainage plan and design will be forthcoming. Megan confirmed that a final drainage plan would be required as part of the approval. Board Member Bryson commented there still wasn't a shared access easement shown for the access aisle between the two lots.

Board Member Bryson next asked about the paving requirement. Megan stated that staff suggests the commission make a recommendation on the request to delay the required paving to city council if they feel differently than the staff recommendation. Mike Elston and Jana Beeson with Vision Beyond Borders came forward to address the delayed paving request and the concerns they have about having to pave the lot immediately. Mr. Elston stated the request is that they be allowed to pave the property in phases. He stated that VBB is a non-profit organization and trying to be fiscally conservative with their construction and operating funds.

There was general discussion about the paving requirements and what would be paved when. Chairman Gudger stated that he would be okay with granting a 5-year time period by which they would have to have all required paving complete. Vice Chair Volzke disagreed, stating that enforcement of conditions like this is difficult with staff changes and things being forgotten over a period of time. He stated that he believes VBB has good intentions, but this isn't something that can be easily tracked.

Chairman Gudger asked Kevin if there was a way to enforce this through the CSO. Kevin explained that the paving usually happens a lot quicker due to trucks driving over the gravel and pavement. Kevin did say that there is no way to track it. In order to protect the asphalt, they will want to pave it sooner. Chairman Gudger asked if we could add a clause in the application.

Megan provided some additional information, stating that paving was a requirement for all lots within the commercial zoning districts. As Kevin stated, tracking mud, gravel and dirt onto city streets is not the city's best interest, hence the requirement for paved parking lots. Megan stated that if the commission made a

recommendation to allow the delayed paving and the council approved it, it would become a condition in the recorded Development Plan agreement that the applicant will be required to enter into with the city.

Board Member Bryson also had comments regarding the landscaping plan, stating he would like to see the landscaping closer to Yellowstone Highway, be recognizing that the landscaping is required to be installed on the lot being developed.

There was general discussion about the lot lines and a shared access and utility easement shown on the plat. Board Member Bryson stated that the site plan shows vehicles on the access drive to the parking area will be crossing over the lot line a bit and he doesn't want to see any issues if there are ever two different owners of the parcels.

Shawn Gustafson, ECS Engineering approached the commission and stated that the easement shown on the plat is a shared access and general utility easement, with 10' on each side of the property line. Clarification was provided and Megan stated that the commission was worried about the access coming off Radio Rd and the east/west property line. There was general consensus from the commission that the applicants should record a separate shared access agreement for the two lots.

Chairman Gudger then asked if there were any other comments or questions from the commission. There were none. Chairman Gudger then made a motion to recommend approval of the development plan and recommend to city council to allow for a 5-year delay of paving the required parking area and only require paving of the areas highlighted in yellow on the exhibit drawn by the applicants at the time of building occupancy. His motion also included an additional planning consideration to require a shared access agreement along the east/west property line to ensure access to the new commercial building on Lot 3. Board Member Bryson seconded the motion. All voted aye, motion carried.

Chairman Gudger then opened the floor for public comment. Shawn Gustafson approached the commission and apologized for being late to the building. He stated that he was working on the final drainage plan for the Vinich Development Plan and that he would send it to Megan shortly. He also commented on the easement issue and stated he would provide information to staff on that as well.

With no other business, Chairman Gudger adjourned the meeting at 6:57pm.

John Gudger, Chairman

Attest: Sarah Osborn, City Clerk

Resolution No. 2025-10

**A RESOLUTION APPROVING THE FINAL PLAT FOR
LOTS 2A & 3A, SAGE ADDITION,
AN ADDITION TO THE CITY OF MILLS**

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

WHEREAS, Lyle C. Vinich is the owner of Lots 2 & 3, Sage Addition, an addition to the City of Mills, Natrona County, Wyoming.

WHEREAS, said owner has petitioned the City of Mills to plat said property as Lots 2A & 3A, Sage Addition; 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 Light Industrial Zoning District; and

WHEREAS, the Planning & Zoning Commission met on February 6, 2025, 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 Commission at a Council meeting held on 25 February 2025 and approved the Final Plat for Lots 2A & 3A, Sage Addition, an addition to the City of Mills, Wyoming.

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

PASSED, APPROVED AND ADOPTED THIS 25TH Day of February, 2025.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Cherie Butcher, Council

Tim Sutherland, Council

Brad Neumiller, Council

ATTEST:

Sarah Osborn, City Clerk

Resolution No. 2025-13

**A RESOLUTION APPROVING THE BOATRIGHT
ADDITION NO. 3 TO THE CITY OF MILLS**

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

WHEREAS, Mobile Concrete, Inc. is the owner of Lot 1, Block 1, Boatright Addition No. 2, to
the City of Mills, Natrona County, Wyoming.

WHEREAS, said owner has petitioned the City of Mills to plat said property as Lots 1 & 2,
Boatright Addition No. 3, to the 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
Heavy Industrial Zoning District; and

WHEREAS, the Planning & Zoning Commission met on March 6, 2025, 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 Commission at a Council meeting held on 6
March 2025 and approved the Final Plat of Boatright Addition No. 3, to the City of Mills,
Wyoming.

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

PASSED, APPROVED AND ADOPTED THIS 11TH Day of March, 2025.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Cherie Butcher, Council

Tim Sutherland, Council

Brad Neumiller, Council

ATTEST:

Sarah Osborn, City Clerk



CITY OF MILLS
EST. 1921

704 Fourth Street
P.O. Box 789
Mills, WY 82644

Phone: 307-234-6679
Fax: 307-234-6528

Memorandum

TO: Mills City Council
FROM: Megan Nelms, AICP, City Planner
DATE: March 11, 2025
SUBJECT: Final Plat – Boatright Addition No. 3

Case Number: 25.02 FSP

Summary: The applicant is replatting the entirety of the approximately 80-acre parcel to create two lots, one 78.22-acres and the other a 1.51-acre parcel, for the purposes of facilitating sale to the City of Mills for a future pathway/trail.

Current Zoning: I-2 (Heavy Industrial) *no change of zoning is requested or required.

Planning Commission Recommendation: At their March 6, 2025, meeting the Planning & Zoning Commission made a “DO PASS” recommendation on the subdivision request, pending completion of all planning considerations.

Staff Recommendation: Staff recommends APPROVAL of the subdivision final plat.

Boatright Addition No. 3
Final Plat

Planning Commission Meeting
March 6, 2025

City Council Meeting
March 11, 2025

Applicants: Mobile Concrete, Inc.

Case Number: 25.02 FSP

Agent: City of Mills, Sabrina Kemper/WLC Engineering

Summary: The applicant is replatting the entirety of the approximately 80-acre parcel to create two lots, one 78.72-acre parcel and the other 1.51-acre parcel, for the purposes of facilitating sale to the City of Mills for a future pathway/trail.

Legal Description: Lot 1, Block 1, Boatright Addition No. 2

Location: The property is located at the end of Bear Pen Road, south of Poison Spider Rd.

Current Zoning: I-2 (Heavy Industrial) *no change of zoning is requested or required.

Existing Land Use: The property is currently vacant.

Adjacent Land Use: North: Commercial/Industrial uses (C-3)
South: Vacant unplatted land (County)
East: Residential subdivisions (R-1 & M-H)
West: Robertson Hills 2 (R-1)

Planning Considerations:

1. Provide a vacation statement on the plat face.
2. The first paragraph of the Certificate of Dedication does not include that this is Lot 1, Block 1, Boatright Addition No. 2.
3. In the Acknowledgement, please add Mobile Concrete, Inc. to the title of President.
4. Remove the signature line for the Planning Commission and replace it with City Planner.
5. Add a 5' general utility easement to the south and west parcel boundary lines.

6. Add the following language to the plat face per WAPA:

“a) The United States electric transmission line easements are restricted areas and all construction activities within said easement should be coordinated with WESTERN AREA POWER ADMINISTRATION, Lands Department, P.O. Box 3700, Loveland, Colorado 80539-3003 (970-461-7200).

b) No trees or other vegetation, which will exceed 3 feet in height at full maturity, are allowed within the 100’ easement area.

c) No buildings or other structures are allowed within the transmission line easement area.

d) A minimum overhead clearance of 16 feet from the transmission line conductors must be maintained at all times.

e) Induced voltages and currents may occur on the facility constructed or placed under or near high voltage transmission lines. The owner shall be responsible for the protection of personnel and equipment in their design, construction, operation and maintenance of the facility.

f.) Any changes in existing topography must be coordinated and approved by WAPA. Excavation is not permitted within 30 feet of any transmission line structure.

g.) No fences shall be installed on or across the easement area without first submitting the fence/gate plans for review and approval by WAPA.”

7. Cosmetic changes to the plat:

- a. Bold the subdivision boundary
- b. Add a line legend
- c. In the Certificate of Dedication, do not abbreviate 6th Principal Meridian, so there is reference for the abbreviation used in the Title Block

8. GIS Review:

- a. In the .dwg, the 60’ wide access easement stops at the shared lot line of Lots 1 & 2, in the drawing it extends into Lot 1. Please verify if it does extend or is it extended only on the plat to aid in reading easement information?

9. Survey Reviews:

- a. The map scale calculates to 1”=150’ not 100’

Staff Recommendation:

Staff recommends APPROVAL of the final plat upon all planning considerations being completed and for the Planning Commission make a “Do Pass” recommendation on the Final Plat application.

Planning Commission Recommendation:

City Council Decision:



CITY OF MILLS APPLICATION FOR PLAT/REPLAT Pursuant to the City of Mills Zoning Ordinance



City of Mills, Wyoming
704 4th Street (Physical Address)
P.O. Box 789 (Mailing Address)
Mills, Wyoming 82644

Date: _____
Return by: _____
(Submittal Deadline)
For Meeting on: _____

PLEASE PRINT

SINGLE POINT OF CONTACT: Sabrina Kemper

APPLICANT/PROPERTY OWNER(S) INFORMATION:

Print Owner Name: Mobile Concrete, Inc.
Owner Mailing Address: PO BOX 1119
City, State, Zip: Casper, WY 82609-1119
Owner Phone: 307-237-9544 307 - 237 - 9333
Applicant Email: _____

AGENT INFORMATION:

Print Agent Name: Sabrina Kemper
Agent Mailing Address: 240 Chamberlain Road
City, State, Zip: Mills, WY 82604
Agent Phone: 307-439-1254
Agent Email: skemper@millswy.gov

PROPERTY INFORMATION:

Subject property legal description (attach separate page if long legal): Block 1, Lot 1, Boatright Addition No.2
Physical address of subject property if available: N/A
Size of lot(s) 80.23AC sq. ft/acres:
Current zoning: I-2 Heavy Industrial Current use: Gravel Pit
Intended use of the property: Gravel pit and pedestrian pathway
Zoning within 300 feet: R-1, C-3, UA Land use within 300 feet: Residential & Commercial

ATTACHMENTS (REQUIRED):

1. Proof of ownership: _____ (such as deed, title certification, attorney's title opinion)
2. Seven (7) full sized copies of the plat/replat: _____
3. One reproducible 11 x 17 plat/replat hard copy: _____
4. One plat/replat electronic copy (pdf): _____

RIGHT-OF-WAY / EASEMENT INFORMATION:

Right-of-Way / Easement Location: _____
(Example: along west property line, running north & south)
Width of Existing Right-of-Way / Easement: _____ Number of Feet to be Vacated: _____
Please indicate the purpose for which the Right-of-Way / Easement is to be vacated / Abandoned

SIGNATURE(S):

The following owner's signature signifies that all information on this application is accurate and correct to the best of the owner's knowledge; and that the owner has thoroughly read and understands all application information and requirements. [In addition to the owner's signature(s), if an agent of the owner is also to be notified and/or contacted for all communications relating to this application, please have the agent sign below.]

I (We) the undersigned owner(s) of the property described above do hereby make application to the City of Mills as follows:

OWNER Signature _____

OWNER Signature _____

AGENT Signature _____

FEES (Plat/Replat): \$10.00 per lot (\$250.00 minimum and a \$1,000.00 maximum), **plus \$150.00 recording fee.**

For Office Use Only: Signature verified: _____ Proof of ownership provided: _____ Fee Paid: \$ _____

CERTIFICATE OF DEDICATION

STATE OF WYOMING } SS
COUNTY OF NATRONA }
THE UNDERSIGNED, MOBILE CONCRETE INC. DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF THE FOLLOWING DESCRIBED PARCEL OF LAND. A PARCEL OF LAND SITUATE IN THE NW1/4SE1/4, AND THE NE1/4SE1/4 OF SECTION 11, T.33N., R.80W., 6TH P.M., NATRONA COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING AT THE CENTER-SOUTH 1/16 CORNER OF SAID SECTION 11, MONUMENTED BY A BRASS CAP;
THENCE N0°35'50"W, ALONG THE WEST BOUNDARY OF THE NW1/4SE1/4 OF SAID SECTION 11, A DISTANCE OF 1322.39 FEET TO THE CENTER 1/4 CORNER OF SAID SECTION 11, MONUMENTED BY A GLO BRASS CAP;
THENCE N88°50'39"E, ALONG THE NORTH LINE OF SAID NW1/4SE1/4, A DISTANCE OF 1323.56 FEET TO THE CENTER-EAST 1/16 CORNER OF SAID SECTION 11, MONUMENTED BY A BRASS CAP;
THENCE N88°47'23"E, ALONG THE NORTH LINE OF THE NE1/4SE1/4 OF SAID SECTION 11, A DISTANCE OF 1323.35 FEET TO THE 1/4 CORNER OF SAID SECTION 11 AND SECTION 12, MONUMENTED BY A BRASS CAP;
THENCE S0°07'00"E, ALONG THE EAST LINE OF SAID SECTION 11, A DISTANCE OF 1324.82 FEET TO THE SOUTH 1/16 CORNER OF SAID SECTION 11 AND SECTION 12, MONUMENTED BY A BRASS CAP;
THENCE S88°51'59"W, ALONG THE SOUTH LINE OF SAID NE1/4SE1/4 AND SAID NW1/4SE1/4, A DISTANCE OF 2635.78 FEET TO THE POINT OF BEGINNING.
THE ABOVE DESCRIBED PARCEL CONTAINS 80.23 ACRES, (3494896.64 S.F.) MORE OR LESS, AND IS SUBJECT TO ALL RIGHTS-OF-WAY AND/OR EASEMENTS, RESERVATIONS AND ENCROACHMENTS WHICH HAVE BEEN LEGALLY ACQUIRED.

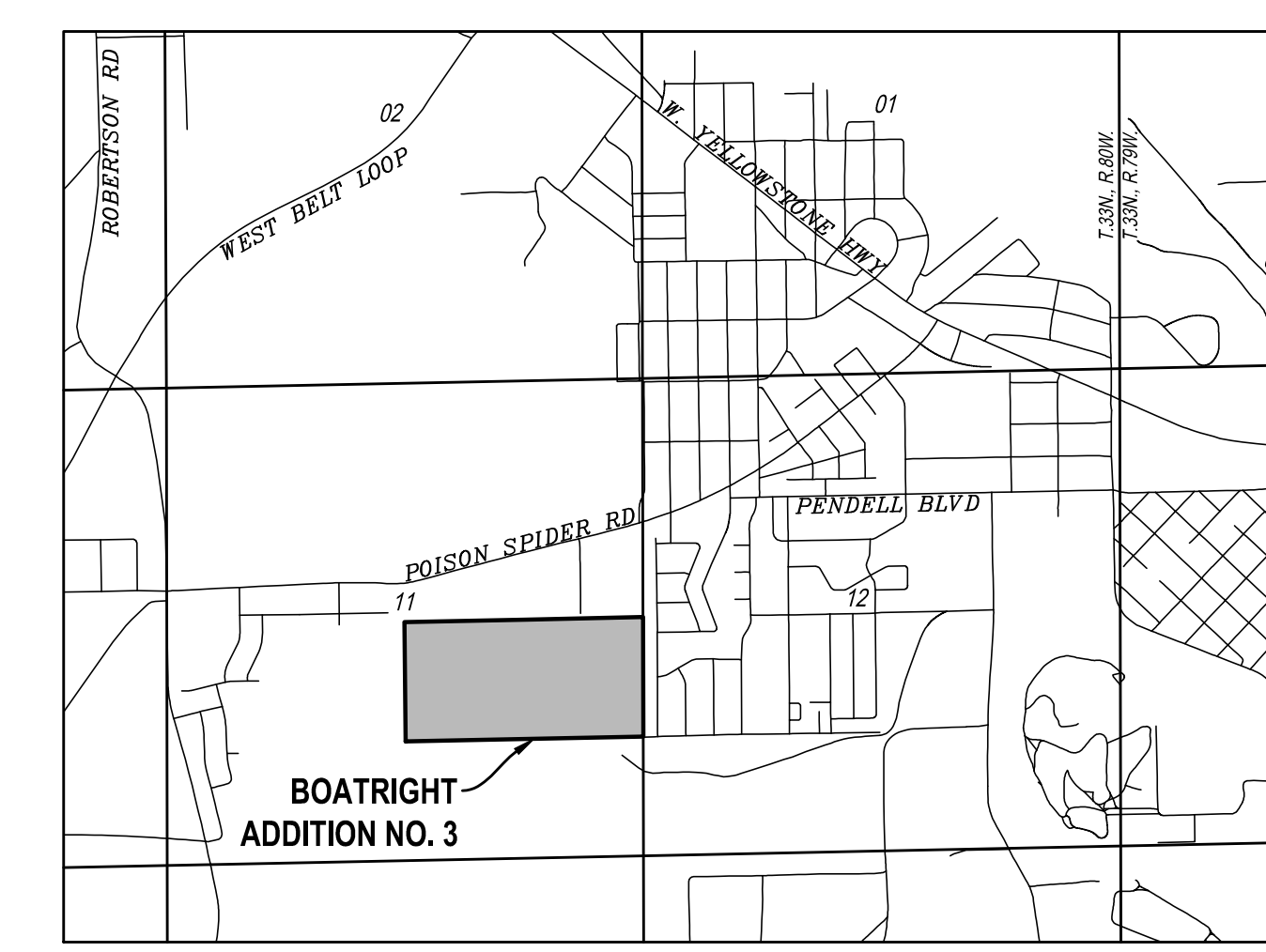
THE TRACT OF LAND, AS IT APPEARS ON THIS PLAT, IS DEDICATED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETORS. THE NAME OF THE SUBDIVISION SHALL BE "BOATRIGHT ADDITION NO. 3" AND THE OWNERS HEREBY GRANT TO THE PUBLIC AND PRIVATE UTILITY COMPANIES AN EASEMENT AND LICENSE TO LOCATE, CONSTRUCT, USE AND MAINTAIN CONDUITS, LINES, WIRES AND PIPES, ANY OR ALL OF THEM, UNDER AND ALONG THE STRIPS OF LAND MARKED "UTILITY EASEMENT" AS SHOWN ON THIS PLAT. ALL ROADS AND STREETS AS SHOWN HEREON HAVE BEEN PREVIOUSLY DEDICATED TO THE USE OF THE PUBLIC.

MOBILE CONCRETE INC
BOX 1119
CASPER, WYOMING 82602

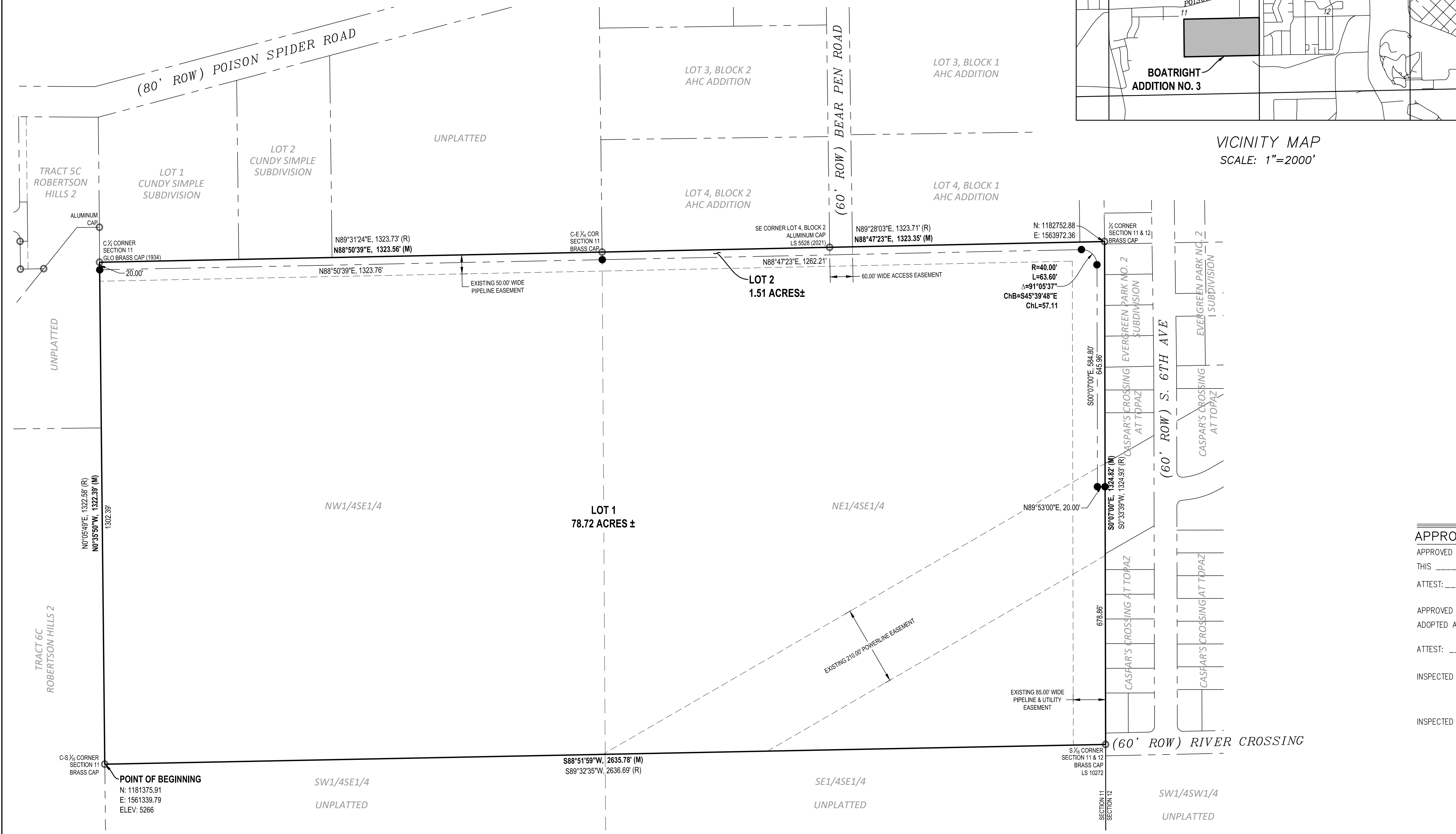
ARTHUR D. BOATRRIGHT II - PRESIDENT
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY ARTHUR D. BOATRRIGHT II - PRESIDENT, THIS _____ DAY OF _____, 2025.
WITNESS MY HAND AND OFFICIAL SEAL.
MY COMMISSION EXPIRES _____
NOTARY PUBLIC

APPROVALS

APPROVED BY THE CITY OF MILLS PLANNING AND ZONING COMMISSION OF MILLS, WYOMING
THIS _____ DAY OF _____, 2025.
ATTEST: _____ SECRETARY _____ CHAIRMAN
APPROVED BY THE CITY COUNCIL OF MILLS, WYOMING BY RESOLUTION NO. _____ DULY PASSED, ADOPTED AND APPROVED THIS _____ DAY OF _____, 2025.
ATTEST: _____ CITY CLERK _____ MAYOR
INSPECTED AND APPROVED THIS _____ DAY OF _____, 2025. _____ CITY ENGINEER
INSPECTED AND APPROVED THIS _____ DAY OF _____, 2025. _____ CITY SURVEYOR



VICINITY MAP
SCALE: 1"=2000'



NOTES

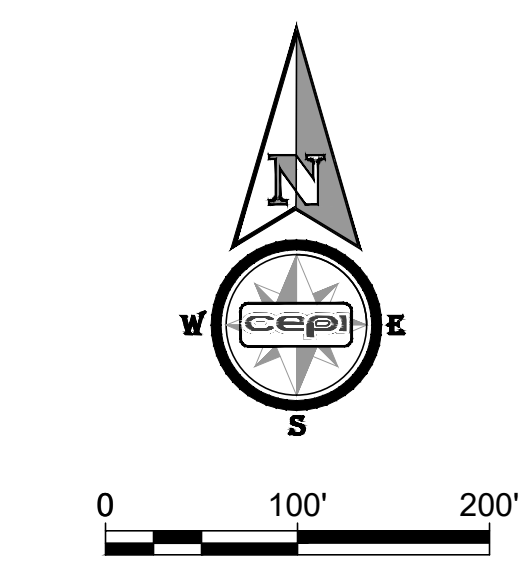
- 1. ERROR OF CLOSURE = 1:5,664,217.
2. BASIS OF BEARINGS IS THE WYOMING STATE PLANE COORDINATE SYSTEM, EAST CENTRAL ZONE, NAD 1983/2011.
3. CONVERGENCE ANGLE AT POINT OF BEGINNING = 0°37'52.61"
COMBINED FACTOR = 0.99975859.
4. ALL DISTANCES ARE GRID.
5. ELEVATIONS SHOWN ARE FOR REFERENCE ONLY.

CERTIFICATE OF SURVEYOR

STATE OF WYOMING } SS
COUNTY OF NATRONA }
I, WILLIAM R. FEHRINGER, A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSE NO. 5528, DO HEREBY CERTIFY THAT THIS PLAT WAS MADE FROM NOTES TAKEN DURING AN ACTUAL SURVEY MADE UNDER MY DIRECT SUPERVISION IN DECEMBER, 2024, AND THAT THIS PLAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, CORRECTLY AND ACCURATELY REPRESENTS SAID SURVEY. ALL BEING TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY WILLIAM R. FEHRINGER
THIS _____ DAY OF _____, 2025.
WITNESS MY HAND AND OFFICIAL SEAL.
MY COMMISSION EXPIRES _____
NOTARY PUBLIC

A VACATION AND REPLAT OF
LOT 1, BLOCK 1
BOATRIGHT ADDITION NO. 2
AS
BOATRIGHT ADDITION NO. 3

AN ADDITION TO THE CITY OF MILLS, WYOMING
BEING ALL OF THE NW1/4SE1/4, AND ALL OF THE
NE1/4SE1/4 OF SECTION 11, T.33N., R.80W., 6TH P.M.
NATRONA COUNTY, WYOMING
W.O. 22-033

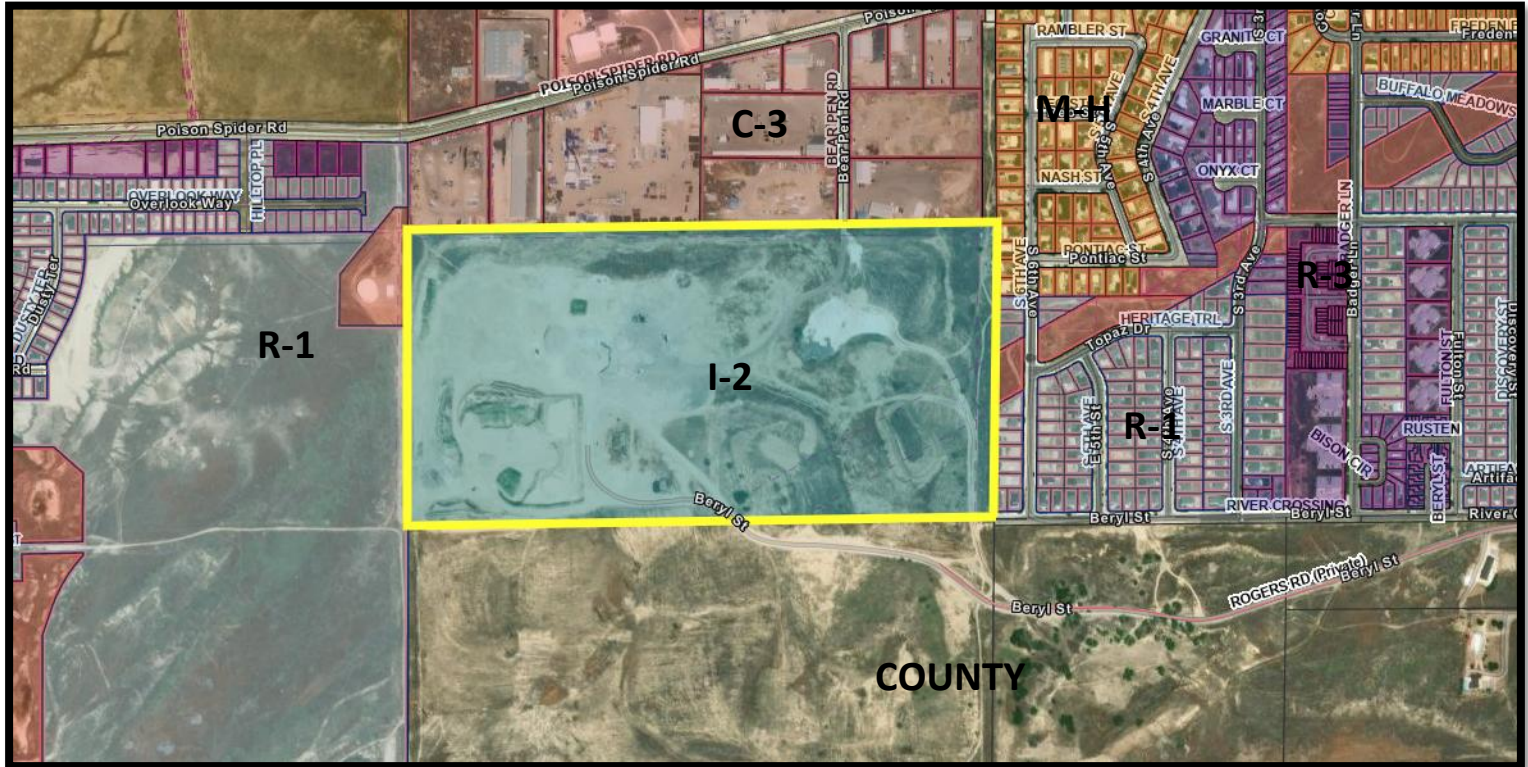


LEGEND
Symbol: Triangle with dot - SET BRASS CAP
Symbol: Circle with dot - SET MONUMENT 5/8" REBAR & ALUMINUM CAP
Symbol: Circle with dot - FOUND MONUMENT AS NOTED














cepi
Civil Engineering Professionals, Inc.
6080 Enterprise Drive, Casper, WY 82609
Phone 307.266.4346 Fax 307.266.0103
www.cepi-casper.com

M:\Land 2022\Engineering\22-033 Mills Pathway\Drawings\Survey\Plots\22-033-BOATRRIGHT ADDITION NO. 3.dwg, 1/14/2025, Shannon Garrison

Boatright Addition No. 3 – Final Plat



Mills Zoning Districts

	Mills, C-1: General Commercial		Mills, O-B: Office Business District
	Mills, C-3: Business Service District		Mills, R-1: Single Family Dwelling District
	Mills, I-1: Light Industrial		Mills, R-2: One and Two Family Dwelling District
	Mills, I-2: Heavy Industrial		Mills, R-3: Multiple Family Dwelling District
	Mills, M-H: Manufactured Home District		Mills, UA: Urban Agriculture
	Mills, M-P: Manufactured Home Park		Mills, UR: Urban Agriculture Residential
	Mills, PLI: Public Land Institutions		

AMERICAN TITLE AGENCY

315 W. FIRST STREET, CASPER, WY 82601
PHONE: (307)266-4672 FAX: (307)266-0154

REPORT OF TITLE

THIS REPORT IS BASED ON A CURSORY EXAMINATION OF THE TITLE PLANT INFORMATION OF RECORDS AVAILABLE TO THIS COMPANY. IT DOES NOT PURPORT TO ASSUME OR GUARANTEE THE CONDITION OF TITLE TO THE HEREIN DESCRIBED LAND. IT MAY NOT BE RELIED UPON BY ANY PARTY AS A TRUE AND CORRECT REFLECTION OF THE CONDITION OF TITLE TO THE HEREIN DESCRIBED LAND. IT IS NOT TO BE CONSTRUED AS AN OFFER TO ISSUE A POLICY OF TITLE INSURANCE OR GUARANTEE OF COMMITMENT TO ISSUE A POLICY OF TITLE INSURANCE. LIABILITY, IF ANY, IS LIMITED TO THE AMOUNT PAID FOR THIS REPORT.

SCHEDULES OF EXCLUSIONS FROM COVERAGE OF THIS REPORT

THE FOLLOWING MATTERS ARE EXPRESSLY EXCLUDED FROM THE COVERAGE OF THIS REPORT:

1. NO LIABILITY IS ASSUMED AS TO THE VALIDITY OF ANY INSTRUMENT IN RECORDED CHAIN OF TITLE TO LANDS.
2. ANY LAW, ORDINANCE OR GOVERNMENTAL REGULATION (INCLUDING BUT NOT LIMITED TO BUILDING AND ZONING ORDINANCES) RESTRICTING OR REGULATING OR PROHIBITING THE OCCUPANCY, USE OR ENJOYMENT OF THE LAND, OR REGULATING THE CHARACTER, DIMENSIONS OR LOCATION OF ANY IMPROVEMENT NOW OR HEREAFTER ERECTED ON THE LAND, OR PROHIBITING A SEPARATION IN OWNERSHIP OR A REDUCTION IN THE DIMENSIONS OR AREA OF THE LAND, OR THE EFFECT OF ANY VIOLATION OF ANY SUCH LAW, ORDINANCE OR GOVERNMENTAL REGULATION.
3. RIGHTS OF EMINENT DOMAIN OR GOVERNMENTAL RIGHTS OF POLICE POWER UNLESS NOTICE OF THE EXERCISE OF SUCH RIGHTS APPEARS IN THE PUBLIC RECORDS AT DATE OF THIS REPORT.
4. DEFECTS, LIENS, ENCUMBRANCES, ADVERSE CLAIMS OR OTHER MATTERS CREATED, SUFFERED, ASSUMED OR AGREED TO BY THE BENEFICIARY, NOT KNOWN TO THE COMPANY AND NOT SHOWN BY THE PUBLIC RECORDS, BUT KNOWN TO THE BENEFICIARY AT DATE OF REPORT AND NOT DISCLOSED IN WRITING BY THE BENEFICIARY TO THE COMPANY PRIOR TO THE DATE HEREOF, RESULTING IN NO LOSS OR DAMAGE TO THE BENEFICIARY, ATTACHING OR CREATED SUBSEQUENT TO DATE OF REPORT, OR RESULTING IN LOSS OR DAMAGE WHICH WOULD NOT HAVE BEEN SUSTAINED IF THE BENEFICIARY HAS BEEN A BONA FIDE PURCHASER FOR VALUE.

AMERICAN TITLE AGENCY

By: 

SCHEDULE "A"

TOTAL FEE FOR TITLE REPORT: **\$125.00**

REPORT NO.: **2023-0081**

AMOUNT OF LIABILITY NOT TO EXCEED: **\$125.00**

DATE OF REPORT: **JANUARY 17, 2023 AT 08:00 AM**

1. THIS REPORT HAS BEEN PREPARED FOR THE SOLE USE AND BENEFIT OF (BENEFICIARY):

CIVIL ENGINEERING PROFESSIONALS, INC.

2. THE DOCUMENT RECORDED **MAY 12, 2003 AS INSTRUMENT NO. 716013** OF THE OFFICIAL RECORDS OF NATRONA COUNTY, WYOMING PURPORTING TO VEST A FEE ESTATE IN THE LAND DESCRIBED HEREIN IS:

MOBILE CONCRETE, INC., A WYOMING CORPORATION

3. THE LAND REFERRED TO IN THIS REPORT IS SITUATED IN THE COUNTY OF NATRONA, STATE OF WYOMING, AND IS DESCRIBED AS FOLLOWS:

LOT 1, BLOCK 1, "BOATRIGHT ADDITION NO. 2" TO THE TOWN OF MILLS, NATRONA COUNTY, WYOMING, AS PER PLAT RECORDED MARCH 30, 2005, AS INSTRUMENT NO. 763491.

4. PURPORTED ADDRESS: VACANT LAND - LOT 1, BLOCK 1, BOATRIGHT NO. 2, MILLS, WY 82604

SCHEDULE "B"

THIS REPORT DOES NOT CERTIFY AGAINST LOSS OR DAMAGE, NOR AGAINST COSTS, ATTORNEY'S FEES OR EXPENSES, ANY OR ALL OF WHICH ARISE BY REASON OF THE FOLLOWING:

PART ONE:

- 1. RIGHTS OF CLAIMS OF PARTIES IN POSSESSION.
- 2. EASEMENTS, LIENS OR ENCUMBRANCES, OR CLAIMS THEREOF, WHICH ARE NOT SHOWN BY THE PUBLIC RECORDS.
- 3. FACTS WHICH WOULD BE DISCLOSED BY A COMPREHENSIVE SURVEY OF THE PREMISES HEREIN DESCRIBED.
- 4. COVENANTS, CONDITIONS, RESTRICTIONS AND RESERVATIONS.
- 5. OWNERSHIP OF MINERALS AND MINERAL RIGHTS.
- 6. EASEMENTS, RESERVATIONS AND SERVITUDES IMPOSED BY OPERATION OF LAW OR CONTAINED IN INSTRUMENTS OF RECORD.
- 7. ANY BANKRUPTCY PROCEEDINGS.
- 8. ALL GENERAL TAXES AND SPECIAL ASSESSMENTS.

**TAXES ARE PAID IN THE AMOUNT OF \$2,897.67 FOR THE YEAR 2022.
TAX NOTICE NO. 33801140100100**

- 9. COUNTY TREASURER: (307)235-9470 COUNTY ASSESSOR: (307)235-9444

PART TWO:

SUBJECT TO THE FOLLOWING MORTGAGES, LIENS, JUDGMENTS AND MONETARY ENCUMBRANCES OF RECORD, IF ANY:

- 1. **MORTGAGE EXECUTED BY MOBILE CONCRETE, INC., IN FAVOR OF JONAH BANK OF WYOMING, DATED JUNE 7, 2018, RECORDED JUNE 14, 2018, AS INSTRUMENT NO. 1048730, TO SECURE \$3,000,000.00.**
- 2. **MORTGAGE EXECUTED BY MOBILE CONCRETE, INC., IN FAVOR OF JONAH BANK OF WYOMING, DATED JUNE 7, 2018, RECORDED JUNE 14, 2018, AS INSTRUMENT NO. 1048731, TO SECURE \$2,000,000.00.**
- 3. **MORTGAGE EXECUTED BY MOBILE CONCRETE, INC., IN FAVOR OF JONAH BANK OF WYOMING, DATED JUNE 7, 2018, RECORDED JUNE 14, 2018, AS INSTRUMENT NO. 1048732, TO SECURE \$500,000.00.**



CITY OF MILLS
EST. 1921

City of Mills
704 Fourth Street / PO Box 789
Mills, WY, 82644
307-234-6679

Permit # 2025- Item # 14.
Fee \$ 50.00

Catering Permit Application

Permit Fees Are Nonrefundable

PAID

MAR 05 2025

ESTABLISHMENT APPLYING FOR PERMIT

BAYOU LIQUORS	BEACON CLUB
	D's OREGON TRAIL BAR
MAVERIK ADVENTURE STOP	DIESEL'S BAR
THE HIDEAWAY LOUNGE	UNCORKED FINE WINE AND SPIRITS ✓

APPLICANT INFORMATION			
APPLICANT: <u>Uncorked Fine Wine + Spirits</u>			
CONTACT PERSON: <u>Dawn Hogue</u>			
ADDRESS: <u>5700 W. Poison Spider</u>			
CITY: <u>Casper</u>		STATE: <u>WY</u>	
TELEPHONE: <u>307-247-0143</u>			CELL:

EVENT INFORMATION			
EVENT NAME: <u>Casper College Retirement party</u>			
TYPE OF EVENT: <input type="checkbox"/> WEDDING <input type="checkbox"/> REUNION <input type="checkbox"/> ART SHOW <input checked="" type="checkbox"/> PRIVATE COMPANY PARTY			
(Select One) <input type="checkbox"/> CONCERT <input type="checkbox"/> FUND RAISER <input type="checkbox"/> OTHER _____			
EVENT DATE: <u>3-20-25</u>		EVENT TIME: <u>5pm - 8pm</u>	
EVENT ADDRESS: <u>125 College Dr.</u>			
OUTSIDE EVENT: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		STREET EVENT: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
STREET CLOSURE NEEDED: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>			

FEES	
CITY OF MILLS CATERING PERMIT: \$50.00 A DAY	NUMBER OF DAYS PERMITTED: _____
CITY OF MILLS CATERING PERMIT FEES ARE NON-REFUNDABLE:	TOTAL: _____
APPLICANTS SIGNATURE: <u>Dawn Hogue</u>	DATE: <u>3-3-25</u>

CITY OFFICIALS	
POLICE CHIEF:	DATE:
FIRE CHIEF:	DATE:
APPROVAL SIGNATURE:	APPROVAL DATE:

CITY OF MILLS
PO BOX 789
704 FOURTH STREET
MILLS WY 82644 307-234-6679
Receipt No: 1.060748 Mar 5, 2025

Previous Balance:	.00
Permits	
Alcohol Permit	50.00
10-3400-5400	
Miscellaneous Revenue	
Total:	----- 50.00 =====
Check - Jonah Operating	
Check No: 7744	50.00
Total Applied:	----- 50.00 =====
Change Tendered:	.00 =====

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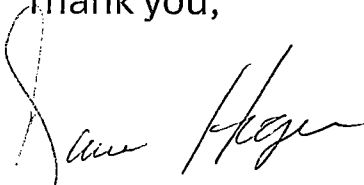
March 5, 2025

City of Mills

To Whom It May Concern:

Uncorked Fine Wine and Spirits is requesting a permit to serve beer and wine at the Casper College retirement party on March 20, 2025 from 5pm to 8pm. The event will be located at the Gateway building located at the Casper College. Please contact me with any questions.

Thank you,



Dawn Hogue
Manager
307-267-0143