

**REGULAR CITY COUNCIL
MEETING**

August 08, 2023

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

Mayor:

Leah Juarez

Council President:

Sara McCarthy

Council Members:

Cherie Butcher

Brad Neumiller

Tim Sutherland

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- [1.](#) Council Meeting Minutes 7-25-2023

City Licenses

- [2.](#) City Licenses 8-8-2023

Financial Approvals

- [3.](#) Financial Breakdown Reports 8-8-2023
- [4.](#) Treasurers Report July 2023
- [5.](#) Court Income July 2023
- [6.](#) Fire Payroll: 7-12-2023 to 7-23-2023
- [7.](#) Regular/Police Payroll: 7-17-2023 to 7-30-2023

ORDINANCES AND RESOLUTIONS

- [8.](#) **Resolution 2023-28:** A Resolution Approving a Lease of Certain Property
- [9.](#) **Resolution 2023-29:** A Resolution Adopting Fire Provisions Set in Place by Natrona County, Wyoming
- [10.](#) **Resolution 2023-30:** A Resolution Authorizing the Entry into A Government Obligation Contract with the Tax Exempt Leasing Corp
- [11.](#) **Ordinance 800; THIRD AND FINAL READING:** An Ordinance Amending Section 5.08.040 of Title 5, Business Licenses and Regulations
- [12.](#) **Ordinance 801: First Reading:** An Ordinance Amending Certain Sections of Chapter 2.20 Pertaining to Emergency Powers of the Fire Chief
- [13.](#) **Ordinance 802: First Reading:** An Ordinance Amending Section 6.06.060 of the Mills City Code

COUNCIL APPROVALS

OPEN DISCUSSION

EXECUTIVE SESSION

14. Personnel Issue

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - August 22nd, 2023 @ 7:00pm / September 12th, 2023 @ 7:00pm / September 26th, 2023 @ 7:00pm

NEXT WORK SESSION - August 22nd, 2023 @ 6:00pm / September 11th, 2023 @ 9:00am / September 12th, 2023 @ 6:00pm

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

**REGULAR CITY COUNCIL
MEETING
July 25, 2023
7:00 PM
City Hall**



CITY OF MILLS
EST. 1921

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

MINUTES

CALL TO ORDER

Mayor called the meeting to order at 7:02pm.

ROLL CALL

PRESENT

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

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- 1. Elissa Sanders Swear In

The City swore in Elissa Sanders as the new full time fire employee.

CONSENT AGENDA

Minutes

- 2. Council Meeting Minutes 7-11-2023

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

City Licenses

- 3. City licenses

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

Financial Approvals

4. Fire Payroll: 6-30-2023 to 7-11-2023

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

5. Regular/Police Payroll: 7-3-2023 to 7-16-2023

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

6. Financial Break Down Report 7-25-2023

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

ORDINANCES AND RESOLUTIONS

7. Ordinance 797. THIRD AND FINAL READING: An Ordinance Authorizing the Vacation and Replat of Lots 1,2,3 & Reservoir Tract, Evergreen Park Subdivision and Lot 1, Block 8 Evergreen Park NO 2, To Be Known as Shawville Addition to the City of Mills

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

8. Ordinance 800; Second Reading: An Ordinance Amending Section 5.08.040 of Title 5, Business Licenses and Regulations

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

9. Resolution 2023-26: A Resolution for Buffalo Meadows Addition NO 2, A Vacation and Replat of Lots 1-7, Buffalo Meadows Addition

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

10. Resolution 2023-27: A Resolution Establishing Authorizing Metropolitan Animal Services Participation in a Community Trap Neuter and Return (TNR) Program

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

Neumiller, Council Member Sutherland. Motion Passes.

COUNCIL APPROVALS

11. Council Approval of the Final MOU Parks and Rec Master Plan

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

12. Council Approval of the Catering Permit for B. Diesels Bar and Grill

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

The City Clerk spoke for them since they were not here. She stated that the event is Aug 18th from 4pm to 10pm. They are going to have a concert and stuff. The cops said there has been no problems with their events.

13. Mountain View Discount Liquors Catering Permit

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

Abriel was present to talk about her event. She stated that the last of couple of years we have been able to do a charity car show event. We normally do by Buckin Brew and carry over to the Family Dollar parking lot, but this year I am hoping since we own the Mountain View Discount liquor store. We want to have a bigger event and have an all day thing. There will be food trucks and music. I would like to shut the road or block the road from 7am to 5pm. The road is West Yellowstone Highway to S Lakeside, by GMAS. From Buckin Brew to that entrance on by GMAS. My event is August 19th. Councilman McCarthy asked if she has talked to Mike or Bryon and she said that she has talked to Bryon and the Fire Chief as well. They know we have done this event in the past and just want to move from one street to another. Mayor Juarez stated that it is nice to see you in a more professional setting. The last time you left you shouted out an explicit word on the way out. I appreciate you coning to this quorum today and thank you. Abriel stated that she did leave frustrated. The money will go to help Wyoming Uprising.

14. Council Approval for the Award to 71 Construction for the Fire Hydrant Replacement

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

OPEN DISCUSSION

Mayor stated that we need to follow Roberts Rules and if anyone is speaking out of turn or interjecting we will ask you to step out. You may be asked to leave. I do aske that people be respectful of the time and you are limited to five minutes.

Cory Kessel I live at 720 6th Street

He stated that he just found out about a coffee shop. I really don't it around my house like that. I don't if any of you have tried to get off 6th street onto Wyoming Blvd, it is a real pain. I perceive lots of accidents. I just really don't want it around. He stated that people race up and down the street. Mayor stated that in reference to racing on the street we can have cops patrol the street. Do you know what time they do this? He stated that it is all day. I have seen patrols down the street. Mayor stated as far as Johnson and 6th street the coffee owner has addressed that and that side will only be for mobile pick up orders. So you have to pre-order your drinks. Quickly pick and go from that side. So there really won't be hindrance to traffic. Cory stated that people trying to get out on Wyoming Blvd from that street is so hard. There are blind spots when traffic comes down the hill. By the time you see them it is almost to late. Mayor stated that Councilman Butcher she lives right in that area. Butcher stated that she brought up the same concern. But she has seen the site plan see how she is going to work with that issue.

EXECUTIVE SESSION

15. Legal Issue

Mayor asked for a motion to go into Executive Session for a Legal Issue at 7:16pm

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

Back form Executive Session at 7:24pm.

Action: Authority to write a letter regarding an accounting. So moved by Councilman Neumiller and seconded by Councilman Butcher. How does Council vote. All Ayes-Motion Passes.

16. Legal Issue

Mayor asked for a motion to go into Executive Session for a Legal Issue at 7:24pm

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

Back from Executive Session at 7:41pm.

Action: No Action Required

17. Personnel Issue

Mayor asked for a motion to go into Executive Session for a Personnel Issue at 7:41pm.

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

Back from Executive Session at 8:08pm.

Action: No Action Required

Personnel Issue

Mayor asked for a motion to go into an Executive Session for a Personnel Issue. 8:08pm.

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

Back from Executive Session at 8:25pm.

Action: No Action required.

ADJOURNMENT

Mayor asked for a motion to adjourn the Council Meeting at 8:25pm

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

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - August 8th, 2023 @ 7:00pm / August 22nd, 2023 @ 7:00pm

NEXT WORK SESSION - August 7th, 2023 @ 9:00am / August 8th, 2023 @ 6:00pm / August 22nd, 2023 @ 6:00pm

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

Mayor, Leah Juarez

City Clerk, Christine Trumbull

Council Meeting AUGUST 8th, 2023

Item # 2.

NEW BUSINESS LICENSES

BUSINESS NAME

FIRE INSPECTION INSURANCE

1

2

3

4

RENEWAL BUSINESS LICENSES

BUSINESS NAME

FIRE INSPECTION INSURANCE

1

2

3

4

5

6

7

8

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

26

27

Council Meeting AUGUST 8th, 2023

Item # 2.

NEW CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
1	ECI LLC	N/A	NO	YES
2	GREEN VITA ROOFING	N/A	YES	YES
3				

RENEWAL CONTRACTOR LICENSES

	BUSINESS NAME	FIRE	INSURANCE	CONTRACTOR ID
1	AC ELECTRIC SERVICE	N/A	NO	YES
2	BONANDER PROPERTIES	YES	NO	NO
3	CITY SERVICE ELECTRIC CO	N/A	YES	YES
4	CJ ENTERPRISES	N/A	NO	YES
5	KENNY'S MOBILE HOME MOVERS	N/A	NO	NO
6	MIRACLE PLUMBING	N/A	YES	NO
7	TWIN PEAK BUILDERS	N/A	YES	NO
8	UNLIMITED REMODELING	N/A	NO	YES
9				
10				
11				
12				
13				
14				
15				
16				
17				



CITY OF MILLS

EST. 1921

CHECK LIST FOR

August 8th, 2023

COUNCIL MEETING

City Hall/Court

7-21-2023	31546	Manuals
7-24-2023	31547-31550	Manuals
7-24-2023	31551	Transmittals
7-25-2023	31552-31552	Manuals
7-26-2023	31553-31556	Manuals
7-27-2023	31557	Manuals
7-31-2023	31558	Void
7-31-2023	31559	Payroll
7-31-2023	31560-31561	Transmittals
7-31-2023	31562	Void
7-31-2023	31563-31566	Payroll
8-3-2023	31567-31568	Manuals
8-7-2023	31569-31608	Vouchers
	COURT	
7-24-2023	1779-1780	Manuals

COUNCIL:

MAYOR: _____

CITY CLERK: _____



CITY OF MILLS

EST. 1921



CITY OF MILLS

EST. 1921

BILLS

Meeting Date: August 8th, 2023

Bills

ACH.....	\$0
VOUCHERS.....	\$103,098.04
MANUAL CHECKS CITY HALL.....	\$882,920.19
MANUAL CHECKS COURT.....	\$930.00
TRANSMITTAL CHECKS.....	\$1320.00
VOIDED CHECKS.....	\$3250.74



CITY OF MILLS

EST. 1921

MANUAL CHECKS

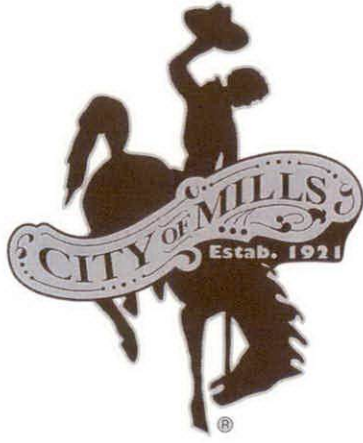
City Hall

August 8th, 2023

COUNCIL MEETING

7-21-2023	31546	McKinsey Jerrel	Reimbursement	\$1650.00
7-24-2023	31547	Gary W. Randall	Water Deposit Refund	\$93.51
7-24-2023	31548	Lyndi Sisneros	Water Deposit Refund	\$7.19
7-24-2023	31549	State Risk Management	LGLP Case	\$10,000.00
7-24-2023	31550	Torry Kersenbrock	Water Deposit Refund	\$77.37
7-25-2023	31552	Colorado Fire Mechanics Association	Training Class	\$600.00
7-26-2023	31553	Charter Communications	Bill	\$72.98
7-26-2023	31554	HUN International	Benefits	\$67,184.70
7-26-2023	31555	Rocky Mountain Power	Utility Bill	\$701.79
7-26-2023	31556	Tim Sutherland	Mileage Reimbursement for WAM	\$206.33
7-26-2023	31557	Verizon	Bill	\$1637.64
8-3-2023	31567	Jimmy Lord	Stipen	\$550.00
8-3-2023	31568	Verizon	Bill	138.68

TOTAL: \$82,920.19



CITY OF MILLS

EST. 1921



CITY OF MILLS

EST. 1921

MANUAL CHECKS

COURT

August 8th, 2023

COUNCIL MEETING

7-24-2023	1779	Brooklynn Bennett	Bond Refund	\$520.00
7-24-2023	1780	Caitlyn Blair Georgia Shafer	Bond Refund	\$410.00

TOTAL: \$930.00



CITY OF MILLS

EST. 1921

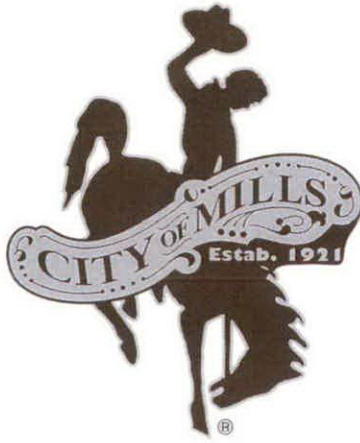
Transmittal Checks

August 8th, 2023

Council Meeting

7-24-2023	31551	Pathfinder Credit Union	\$220.00
8-1-2023	31560	American Funds	\$275.00
8-1-2023	31561	Orchard Trust	\$825.00

TOTAL: \$1320.00



CITY OF MILLS

EST. 1921

Voided Checks

August 8th, 2023

Council Meeting

7-31-2023	31558	None	Tim Sutherland	Paid to much in mileage	\$206.33
7-31-2023	31562	31563	Jeremy Bolstad	Hours were wrong	\$3044.41

TOTAL: \$3250.74

Account	Beginning Balance	Deposits	Interest / Distributions	Disbursements	Ending Balance	Interest Earned FYTD
WGIF Water 7198 (99-10230)	\$30.63		\$0.13		\$30.76	\$0.13
Transfer 5% of billing						
WGIF Sewer 7199 (99-10240)	\$30.57		\$0.13		\$30.70	\$0.13
Transfer 7% of billing						
WGIF Sanitation 7200 (99-10250)	\$30.63		\$0.13		\$30.76	\$0.13
Transfer 10% of billing						
WGIF Reserve 7197 (99-10260)	\$30.55		\$0.13		\$30.68	\$0.13
WGIF General Fund 7207 (99-10270)	\$31.16		\$0.13		\$31.29	\$0.13
WGIF Parks 7240 (99-10280)	\$0.00		\$0.00		\$0.00	\$0.00
WGIF Police Fund (99-10310)	\$0.02		\$0.00		\$0.02	\$0.00
WGIF DWSRF #146 Radio Read (99-10300)	\$21,872.19		\$93.88		\$21,966.07	\$93.88
WGIF Fire Dept Trust Fund (99-10290)	\$0.02		\$0.00		\$0.02	\$0.00
WGIF Sewer Tap Fund (99-10320)	\$30.73		\$0.13		\$30.86	\$0.13
WGIF Buffalo Meadows Debt Reserve Cannot touch this account	\$0.01		\$0.00		\$0.01	\$0.00
WGIF Buffalo Meadows Asset Account	\$30.81		\$0.13		\$30.94	\$0.13
Wyo Class General Fund	\$118,474.64		\$518.61		\$118,993.25	\$518.61
Wyo Class Police Reserve	\$8,576.52		\$37.55		\$8,614.07	\$37.55
Wyo Class Cooley Trust Reserve	\$9,081.95		\$39.76		\$9,121.71	\$39.76
Wyo Class Parks Reserve	\$697.94		\$3.06		\$701.00	\$3.06
Wyo Class Sanitation Reserve	\$105,418.97	\$6,580.89	\$475.50		\$112,475.36	\$475.50
Wyo Class Sewer Reserve	\$76,327.69	\$4,894.04	\$344.54		\$81,566.27	\$344.54
Wyo Class Sewer Tap Reserve	\$108,586.68		\$475.31		\$109,061.99	\$475.31
Wyo Class Water Reserve	\$97,165.43	\$4,511.17	\$434.92		\$102,111.52	\$434.92

RESERVES REPAY ACCOUNT DETAIL	
Account	Repay Balance
Wyo Class Gen Fund Reserve	\$118,993.25
Wyo Class Water Reserve	\$102,111.52
Wyo Class Sewer Reserve	\$81,566.27
Wyo Class Sanitation Reserve	\$112,475.36
Total Repay Balance	\$415,146.40

TOTAL ACCOUNTS DETAIL	
Account	Balance
Investments Accounts Total	\$568,463.14
FIB Sweep Account	\$500.01
City Accounts	\$511,184.76
Total Accounts Balance	\$1,080,147.91

Wyo Class Buffalo Meadows Asset Account	\$141,479.62		\$177.85	\$141,597.91	\$59.56	\$177.85
Wyo Class Buffalo Meadows Debt Reserve	\$3,560.72		\$15.58		\$3,576.30	\$15.58
Cannot touch this account						
Totals	\$691,457.48	\$15,986.10	\$2,617.47	\$141,597.91	\$568,463.14	\$2,617.47

City Accounts					
Account	Ending Balance	Interest	Account	Ending Balance	Interest
Jonah Operations Account	\$243,971.11		Jonah Water Deposit Account	\$115,290.98	
Jonah Police Account	\$19,895.10		Jonah Municipal Account	\$91,949.13	
Jonah Court Bond Account	\$40,078.44				



July 2023 Account Balances

Operations Account	\$243,971.11
Water Deposit	\$115,290.98
Municipal Court	\$91,949.13
Court Bond	\$40,078.44
Police	\$19,895.10
Jonah Steel Eagle	\$500.01
WFIG Water Reserve	\$30.76
WGIF Sewer Reserve	\$30.70
WGIF Sanitation Reserve	\$30.76
WGIF General Fund Reserve	\$31.29
WGIF Reserve	\$30.68
WGIF Sewer Tap Reserve	\$30.73
WGIF Police Reserve	\$0.02
WGIF Parks Reserve	\$0.00
WGIF FD Trust Fund	\$0.02
WGIF Radio Read Fund	\$21,966.07
WGIF Buffalo Meadows Asset Account	\$30.94
WGIF Buffalo Meadows Debt Reserve	\$0.01
Wyo Class General Fund Reserve	\$118,993.25
Wyo Class Police Reserve	\$8,614.07
Wyo Class Cooley Trust Reserve	\$9,121.71
Wyo Class Parks Reserve	\$701.00
Wyo Class Sanitation Reserve	\$112,475.36
Wyo Class Sewer Reserve	\$81,566.27
Wyo Class Sewer Tap Reserve	\$109,061.99
Wyo Class Water Reserve	\$102,111.52
Wyo Class Buffalo Meadows Asset Acct	\$59.56
Wyo Class Buffalo Meadows Debt	\$3,576.30
Totals	\$1,080,147.91
Equity Line of Credit Balance - \$488,261.66	

City Treasurer, Alyssa Hartmann

Mayor, Leah Juarez

COURT INCOME REPORT

July 2023

Item # 5.

	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	7/3-7/7	\$3,128.00							\$3,128.00
Court Report			\$3,080.00						-\$3,080.00
								Difference	\$6,208.00
Sales Activity	7/10-7/14	\$3,785.00		\$160.00					\$3,945.00
Court Report									\$0.00
								Difference	\$3,945.00
Sales Activity	7/17-7/21	\$6,192.82		\$1,540.00					\$7,732.82
Court Report				\$1,680.00					-\$1,680.00
								Difference	\$9,412.82
Sales Activity	7/24-7/28	\$4,810.00		\$1,360.00					\$6,170.00
Court Report				\$1,095.00					-\$1,095.00
								Difference	\$7,265.00
Sales Activity	7/31/2023	\$2,102.00							\$2,102.00
Court Report									\$0.00
								Difference	\$2,102.00

Sales Activity Month Total	\$23,077.82
Proceedings Report Month Total	-\$5,855.00
Difference	\$28,932.82
Court Proceedings Check	\$23,077.82

Division of Victim Services Checks

Completed by: _____
City Treasurer

Approved by: _____
Court Clerk

Attested by: _____
City Clerk



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: August 8th, 2023

Payroll Type: Fire Payroll

Date Range: 7-12-2023 to 7-23-2023

NET..... \$13,333.98

DEDUCTIONS.....\$5070.06

Federal Taxes.....\$1239.00

Medicare..... \$249.73

Retirement \$2069.53

Union Dues..... \$220.00

Supplemental Insurance.....\$127.85

Insurance.....\$1163.95

TOTAL PAYROLL.....\$18,404.04

City Clerk, Christine Trumbull

Mayor, Leah Juarez



CITY OF MILLS

EST. 1921

PAYROLL

Meeting Date: August 8th, 2023

Payroll Type: Regular/Police Payroll

Date Range: 7-17-2023 to 7-30-2023

NET..... \$84,563.84

DEDUCTIONS.....\$33,721.01

Federal Taxes.....\$9630.00

Medicare..... \$1644.40

Retirement \$6060.00

Social Security.....\$6844.07

Supplemental Retirement..... \$1100.00

Supplemental Insurance.....\$688.42

Child Support..... \$600.00

Insurance.....\$4268.02

TOTAL PAYROLL.....\$118,284.85

City Clerk, Christine Trumbull

Mayor, Leah Jaurez

RESOLUTION NO. 2023-28

A RESOLUTION APPROVING A LEASE OF CERTAIN PROPERTY

WHEREAS, the City of Mills, is the owner of real property described as follows:

Block 54, Town of Mills

together with all improvements thereon, subject only to those encumbrances, liens, easements, reservations and restrictions of record (the "Property"); and

WHEREAS, the City of Mills does not wish to idle the property and is not currently making productive use of the same; and

WHEREAS, Kaylynn Henson desires to lease to and Lessee desires to lease from the City of Mills above described real property for the operation of a coffee hut which has been submitted to Planning and Zoning and the City of Mills City Council, and has received approval for the same;

NOW, THEREFORE, The City Council of the City of Mills approves the lease of the subject real property by way of the lease attached hereto.

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

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cherie Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

City Clerk, Christine Trumbull

CERTIFICATE

I, Christine Trumbull, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on January 24, 2023, and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the record of the City of Mills.

City Clerk, Christine Trumbull

RESOLUTION NO. 2023-28

A RESOLUTION ADOPTING FIRE BAN PROVISIONS SET IN PLACE BY NATRONA COUNTY, WYOMING

WHEREAS, Natrona County, Wyoming, has put in place a set of fire restrictions, to wit:

RESOLUTION NO. ~~22~~-23
OPEN BURNING RESTRICTIONS

WHEREAS, the Board of Natrona County Commissioners are empowered by Wyoming Statutes 35-9-301 through 35-9-304 to close areas when fire danger in the county is extreme because of drought, the presence of any excessive amount of flammable material or for any other sufficient reason; and

WHEREAS, the Board of Natrona County Commissioners are empowered by Wyoming Statute 35-10-208(a)(i) to prohibit the sale or use of fireworks by adopting a resolution pursuant to Wyoming Statute 35-9-301; and

WHEREAS, the County Fire Warden has recommended fire restrictions and prohibition on the use of fireworks on all state and private lands within Natrona County; and

WHEREAS, the Board of Natrona County Commissioners find that there is a potentially severe to extreme danger of fire due to conditions of drought and excessively dry fuel load within the county that could be aggravated by open burning and the use of incendiary devices.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF NATRONA COUNTY COMMISSIONERS:

1. Effective August 1, 2023 at 12:01 a.m., until further notice of this Board, Stage One Fire Restrictions, including any open fire or discharge of any class of fireworks is prohibited on all state and private land including, but not limited to, all lands owned by Natrona County or in which Natrona County holds or owns an interest, in the unincorporated areas of Natrona County, subject to the following exceptions:

Stage One Fire Restriction Exemptions:

- a. Only campfires at residences or campsites, within a fire ring centered within a minimum of a 15 ft. cleared radius of burnable materials are permitted;
 - b. Trash or refuse burned between the hours of 6:00 p.m. and 8:00 a.m. inside containers equipped with spark arresters that are located within a cleared radius of a minimum of 15 ft. of burnable materials.
 - c. Charcoal fires within enclosed grills are permitted.
 - d. Use of acetylene cutting, electric arc welders, or metal grinding, in a cleared radius of a minimum of 15 ft. of burnable materials is permitted.
 - e. The use of portable stoves, lanterns using gas, jellied petroleum, pressurized liquid fuel or fully enclosed (shepherd type) stove and open fire branding activities in a cleared radius of 15 ft. is permitted.
2. The County Fire Warden shall promptly notify the Board of County Commissioners of any changes in the severity of the fire danger.

BE IT FURTHER RESOLVED, that penalties provided in Wyoming Statute 35-9-304 may be imposed for violation of this resolution; specifically, a fine not to exceed One Hundred (\$100.00) Dollars or imprisonment not to exceed thirty (30) days or both, to which may be added costs of restitution.

BE IT FURTHER RESOLVED, that the County Fire Warden shall immediately notify the Wyoming State Forester of said resolution, or any amendment to or rescension of said resolution as provided by Wyoming State Statute 35-9-301. Public notification shall occur pursuant to the Board of Land Commissioners' Rules and Regulations, Chapter Nine.

Passed and approved this 1st day of August 2023.

ATTEST: The seal is circular with the text "STATE OF WYOMING" at the top, "COUNTY" in the middle, and "CLERK NATRONA COUNTY" at the bottom.

THE BOARD OF COUNTY COMMISSIONERS
NATRONA COUNTY, WYOMING


Steven Freel, Chairman



Tracy Good, Natrona County Clerk

My term expires 2026
My term of office expires
January 4, 2027

And:

WHEREAS, the City of Mills, through the Fire Chief, has put in place certain fire restrictions as well; and

WHEREAS, There exists a condition in Natrona County, including the City of Mills warranting the provisions set forth by Natrona County;

NOW, THEREFORE, The Governing Body of the City of Mills, Wyoming, hereby puts in place the following fire restrictions, effective immediately:

Open fires or discharge of any class of fireworks is prohibited within the City of Mills with following exceptions

Open fires or discharge of any class of fireworks is prohibited within the City of Mills, Wyoming with the following exceptions:

- a. Fires within the city limits which are contained within a designated fire pit, grill or professionally engineered containment that has a capacity of less than 3 feet in diameter and is equipped with a spark arresting device.
- b. Use of acetylene cutting, electric arc welders, or metal grinding, in a cleared radius of a minimum of 15 ft. of burnable materials.
- c. Use of portable stoves, lanterns using gas, jellied petroleum, pressurized liquid fuel or fully enclosed (shepherd type) stove and open fire branding activities in a cleared radius of 15 ft is permitted.

It is further provided that these restrictions shall remain in place until the first City Council meeting following the lifting of these restrictions by Natrona County, Wyoming, unless the City Council should determine to extend them.

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

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cherie Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

City Clerk, Christine Trumbull

CERTIFICATE

I, Christine Trumbull, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on August 8, 2023, and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the record of the City of Mills.

City Clerk, Christine Trumbull

Resolution 2023-30:

A Resolution Authorizing the Entry Into a Government Obligation Contract with the Tax Exempt Leasing Corp

WHEREAS, The City of Mills wishes to enter into a contract acted August 8th, 2023 between the Tax Exempt Leasing Corp and the City of Mills, and;

WHEREAS, The contract pertains to equipment for the Mills Fire Department, most particular bunker gear for the fire fighters, as well as other equipment; and

WHEREAS, There exists a true and real need for the Samar.

NOW, THEREFORE, The Governing Body of the City of Mills, Wyoming, hereby authorizes the entry into a Government Obligation Contract, with the Tax-Exempt Leasing Corp, and ratifies the entry into, as of August 8th, 2023.

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

Mayor, Leah Juarez

Councilman, Sara McCarthy

Councilman, Cherie Butcher

Councilman, Tim Sutherland

Councilman, Brad Neumiller

ATTEST:

City Clerk, Christine Trumbull

ORDINANCE NO. 800

**AN ORDINANCE AMENDING SECTION 5.08.040 OF
TITLE 5
BUSINESS LICENSES AND REGULATIONS**

WHEREAS, The City of Mills, Wyoming, has set limitations for the serving of alcohol as follows:

5.08.040 Hours of sale.

Except as otherwise restricted by Section 5.04.120, all persons licensed under this chapter shall close the licensed building and cease the sale of both alcoholic liquors and malt beverages promptly at the hour of two a.m. each day, and shall clear the licensed building of all persons other than employees by two-thirty a.m., and shall keep the same closed until six a.m. each day; except, that on Sundays not occurring on December 31, such places may only open the licensed building between the hours of nine a.m. and twelve midnight a.m., and shall clear the licensed building of all persons other than employees by ten-thirty p.m. Holders of restaurant liquor licenses shall operate the dispensing area(s) with the foregoing hours of operation, and additionally shall cease all sales of alcoholic liquors and malt beverages at the time food sales and services cease. Clubs holding special club licenses are exempt from all provisions concerning hours of operation.

And’;

WHEREAS, The hours set in 5.08.040 are different from those which are set in areas bordering Mills for Sunday mornings, putting establishments within Mills and an unfair economic disadvantage; and

WHEREAS, The Governing body of the City of Mills has examined the hours of operation and is of the view that making the hours uniform for each day of the week will not disturb the public peace; and

WHEREAS, The Governing body of the City of Mills has also determined that retaining some flexibility to set special hours, where allowed for at law, would serve the community interests.

NOW THEREFORE, The City Council of the City of Mills hereby amends its existing Title 5 such the above referenced section shall read as follows, with strikes and amendments noted in red:

5.08.040 Hours of sale.

Except as otherwise restricted by Section 5.04.120, all persons licensed under this chapter shall close the licensed building and cease the sale of both alcoholic liquors and malt beverages promptly at the hour of two a.m. each day, and shall clear the

licensed building of all persons other than employees by two-thirty a.m., and shall keep the same closed until six a.m. each day; ~~except, that on Sundays not occurring on December 31,~~ such places may only open the licensed building between the hours of nine a.m. and twelve midnight a.m., and shall clear the licensed building of all persons other than employees by ten-thirty p.m. Holders of restaurant liquor licenses shall operate the dispensing area(s) with the foregoing hours of operation, and additionally shall cease all sales of alcoholic liquors and malt beverages at the time food sales and services cease. Clubs holding special club licenses are exempt from all provisions concerning hours of operation.

The City Council shall retain the right and ability to modify hours of operation under this section by Resolution, both for individual events, and in general, as it determines to be appropriate, as long as such hours are otherwise authorized by the laws of the State of Wyoming.

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

PASSED on 1st reading the ____ day of _____, 2023.

PASSED on 2nd reading the ____ day of _____, 2023.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2023

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Tim Sullivan, Council

Cherie Butcher Council

Brad Neumiller, Council

ATTESTED:

Christine Trumbull, City Clerk

ORDINANCE NO. 801

**ORDINANCE AMENDING CERTAIN SECTIONS OF CHAPTER 2.20
PERTAINING TO EMERGENCY POWERS OF THE FIRE CHIEF**

WHEREAS, The City of Mills has put in place fire restrictions by resolution on multiple occasions during the past several year s, as conditions required; and

WHEREAS, It frequently occurs that the fire restrictions are put in place following fire restrictions being put in place by the Governing Body of Natrona County, Wyoming; and

WHEREAS, There exists the possibility of a fire emergency requiring a ban occurring which is in the interim period between City Council meetings. To act quickly under the current ordinances, would require an emergency meeting of the City Council; and

WHEREAS, Section 8.02.010 of the City Code provides:

CHAPTER 8.02
FIRES AND BURNING

8.02.010 Burning prohibition.

A burn permit shall be required to burn items within the city limits except fire wood, charcoal, or LP or natural gas fuels that are contained within a designed fire pit, grill, or professionally engineering containment that has a capacity of less than 3 feet in diameter and is equipped with a spark arresting device. Small bon fires of greater than 2 feet by 3 feet may not be within 25 feet of a structure and must follow all burn restrictions established within the Town of Mills. Burning of any other items or volumes will be established through burn permit regulations.

Burn permit shall be issued in accordance with the direction of the "Fire Chief" and required for a controlled burn, bon fire or uncontained burn within the incorporated district of the Town.

WHEREAS, Section 2.20.080 of the City Code provides:

2.20.080 - Fire Chief—Emergency powers.

(a) The Chief of the fire department, or any assistants in command, may prescribe limits in the vicinity of any fire within which no persons excepting those who reside therein, firemen and policemen, and those admitted by any order of any officer of the fire department shall be permitted to come.

(b) The Fire Chief or any assistant in command shall have the power to cause the removal of any property, whenever it shall become necessary for the preservation of such property from fire, or to prevent the spreading of fire or to protect adjoining property.

(c) The Fire Chief shall have the power to issue appropriate citations in performing their duties under the Uniform Fire Code.

(d) The Fire Chief shall ensure that adequate fire department personal and apparatus are available for deployment in the City of Mills before allocating such resources to medical transports, or mutual aid deployments.

(e) The Fire Chief shall ensure every member of the City of Mills Combination Fire Department displays attitudes and actions that promote the service of paid volunteer Mills firefighters and shall dismiss from employment any member of his department who does not promote such attitudes and actions.

(f) The Fire Chief shall have the power to issue appropriate citations in performing their duties under the Uniform Fire Code.

NOW THEREFORE, The City Council of the City of Mills, Wyoming amends Section 2.20.080 to add the following subparagraph g.

(g) The Fire Chief may put in place such fire restrictions and bans as reflect emergency conditions which shall remain in place from his officially announcing and them and distributing them in an appropriate manner to the public, to include releasing them through electronic means by way of the City’s electronic websites or Fire Department websites, until the next regularly scheduled City County meeting shall conclude. When such a fire ban or restrictions are put in place, the Fire Chief shall inform the Mayor and City Administrator of having put them in place.

PASSED on 1st reading the ____ day of _____ 2023.

PASSED on 2nd reading the ____ day of _____, 2023.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2023.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Christine Trumbull, City Clerk

ORDINANCE NO. 802

AN ORDINANCE AMENDING SECTION 6.06.060 OF THE MILLS CITY CODE

WHEREAS, Section 6.06.060 of the Municipal Code of the City of Mills states the following:

6.06.060 Voluntary release.

A person voluntarily releasing ownership of an animal to the City shall execute a release of ownership in favor of the City and pay a fee of \$ 150.00 per animal. The Chief Animal Control Officer may, for good cause, waive the release fee.

And;

WHEREAS, The fee amount is inconsistent with that of the City of Casper’s, and;

WHEREAS, The municipalities in Natrona County wish to endeavor to work towards more consistent animal code provisions;

NOW, THEREFORE, The Governing Body of the City of Mills, Wyoming, amends the above referenced provision to read as follows:

6.06.060 Voluntary release.

A person voluntarily releasing ownership of an animal to the City shall execute a release of ownership in favor of the City and pay a fee which is to be set by the City Council by resolution, with the initial fee as of the enactment of this provision to be \$60.00 per animal. The Chief Animal Control Officer may, for good cause, waive the release fee.

This Amendment shall be effective immediately upon passage of this Ordinance by the City Council.

PASSED on 1st reading the _____ day of _____ 2023.

PASSED on 2nd reading the _____ day of _____, 2023.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this _____ day of _____, 2023.

City OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Christine Trumbull, City Clerk