

**REGULAR CITY COUNCIL  
MEETING**

**February 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

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**AGENDA**

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**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**APPOINTMENT**

1. Deputy Clerk - Nathan Romrell

**PUBLIC HEARINGS**

2. 2024 Community Development Block Grant

**CONSENT AGENDA**

**Minutes**

- [3.](#) Council Meeting Minutes 1-28-25

**City Licenses**

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

**Financial Approvals**

- [5.](#) Financial Breackdown - Check Register & Future ACH Transactions
- [6.](#) PAID ACH / EFT Transactions
- [7.](#) Payroll Regular / Police 1-13-25 to 1-26-25
- [8.](#) Fire Payroll 1-14-25 to 1-25-25
- [9.](#) Fire Payroll 1-26-25 to 2-6-25
- [10.](#) Transmittal Transactions

**OPEN DISCUSSION**

**EXECUTIVE SESSION**

11. Executive Session - Property Matter

## **ORDINANCES AND RESOLUTIONS**

### **12. 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.**

### **13. ORDINANCE NO 820**

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

## **COUNCIL APPROVALS**

**14. CEC Agreement**

**15. Enter into AIM Corp Contract**

**16. Warrants Quashed after 10-Years**

## **EXECUTIVE SESSION**

17. Executive Session - Legal Matter

## **ADJOURNMENT**

## **AGENDA SUBJECT TO CHANGE WITHOUT NOTICE**

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

**NEXT WORK SESSION** - February 25, 2025 at 6:00pm / March 10, 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.

**REGULAR CITY COUNCIL  
MEETING**

**January 28, 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 7:02 pm

**ROLL CALL**

Present: City  
Mayor Juarez  
President Neumiller  
Council Butcher  
Council McCarthy  
Council Sutherland

**PLEDGE OF ALLEGIANCE**

**PUBLIC HEARINGS**

Mayor closed the Council Meeting at 7:02 pm

Mayor opened the Public Hearing for Liquor License Transfer at 7:02 pm

- 1. Liquor License Transfer from Mountain View Discount Liquors to Homax #1

Mayor Juarez declared the Public Hearing open for consideration for the Liquor License transfer from Mountain View Discount Liquors to Homax #1. The hearing will be conducted in accordance with state statute, Mills Council Procedures and other applicable laws. The hearing has been set and advertised in accordance with the statutes. The Mayor asked those individuals who wish to address council on this issue to approach the lectern and state your name and for the record. The Mayor requested a report from staff. The City Clerk informed council that the transfer to Homax Oil Sales DBA Homax #1 is compliant with Wyoming Liquor Division. The Mayor asked three times if there was anyone in the audience who wishes to speak in favor of this item. The Mayor asked three times if anyone wishes to speak in opposition of this item. There being no others to speak for or against this item, The Mayor declared the public hearing closed at 7:04pm.

Mayor re-opened the regular council meeting at 7:04pm

**CONSENT AGENDA**

**Minutes**

- 2. Council Meeting Minutes 1-14-25

**City Licenses**

- 3. New and Renewal Business and Contractor Licenses

**Financial Approvals**

- 4. Financial Breakdown - Check Register
- 5. Payroll Regular / Police 12-30-24 to 1-12-25
- 6. Fire Payroll 1-2-25 to 1-13-25
- 7. Transmittal Transactions
- 8. Paid ACH / EFT Transactions - *None*
- 9. Investment Report
- 10. Treasurer Report
- 11. Court Report
- 12. Transfer to Reserve
- 13. Voided Checks

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

**OPEN DISCUSSION**

No one spoke

**ORDINANCES AND RESOLUTIONS**

**14. RESOLUTION NO 2025-07 - NEWSPAPER**

**ADOPTING A CURRENT UNDERSTANDING OF THE MEANING OF “NEWSPAPER” AT LAW**

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

**15. RESOLUTION NO 2025-08 - NONDISCRIMINATORY PRACTICES**

**RESOLUTION ADOPTING AND CONFIRMING CITY OF MILLS NONDISCRIMINATORY PRACTICES**

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

**16. RESOLUTION NO 2025-09 - MOUNTAIN MEADOWS NO. 2**

**A RESOLUTION APPROVING THE MINOR ADJUSTMENT PLAT OF MOUNTAIN MEADOWS NO. 2, AN ADDITION TO THE CITY OF MILLS**

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

**COUNCIL APPROVALS**

17. Liquor License Transfer from Mountain View Discount Liquors to Homax #1

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

18. Phase II - Riverfront Stabilization Award Recommendations

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

**EXECUTIVE SESSION**

19. Executive Session – Legal Matter

The Mayor asked for a motion to go into Executive Session for a legal matter at 7:08pm. Council President Neumiller made a motion, Council Member Sutherland 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 7:14pm.

Action: Council Member Butcher made a motion to enter into a written consent to continue engagement, Council President Neumiller seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

20. Executive Session - Legal Matter

The Mayor asked for a motion to go into Executive Session for a legal matter at 7:15pm. Council Member McCarthy made a motion, 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

Council returned from executive session at 7:22pm.

Action: Council Member Butcher made a motion to reject a claim in demand for compensation. Council President Neumiller seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

21. Executive Session - Legal Matter

The Mayor asked for a motion to go into Executive Session for a legal matter at 7:24pm. Council President Neumiller made a motion, Council Member Sutherland 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 7:27pm

Action: Council Member Butcher made a motion to reject a claim. Council President Neumiller seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

22. Executive Session – Personnel Matter

The Mayor asked for a motion to go into Executive Session for a personnel matter at 7:28pm. Council President Neumiller made a motion, Council Member Sutherland 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 7:58pm

Action: No action needed

**ADJOURNMENT**

The Mayor asked for a motion to adjourn.

Council Member McCarthy made a motion to adjourn the meeting at 7:59pm, Council Member Sutherland 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** - February 11, 2025 at 7:00pm / February 25, 2025 at 7:00pm

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

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

\_\_\_\_\_  
Mayor, Leah Juarez

\_\_\_\_\_  
City Clerk, Sarah Osborn



**Council Meeting: February 11, 2025**

**New Business Licenses**

<i>Business Name</i>		<i>Fire Inspection</i>	<i>Insurance</i>

**Renewal Business Licenses**

<i>Business Name</i>		<i>Fire Inspection</i>	<i>Insurance</i>
810	Busy Bumblebees	2/4/2025	N/A
813	Coleman Lane Park, LLC	1/31/2025	N/A
9563	Drakes Construction Excavation & Landscaping LLC	1/31/2025	N/A
940	Excel Roofing Inc	1/31/2025	Yes
893	First Interstate Bank	1/27/2025	N/A
3501	Full House Chinese Restaurant	1/31/2025	N/A
840	Kompac Inc	2/4/2025	N/A
1042	Lariat Mobile Home and RV Park LLC	1/31/2025	N/A
1113	Marquee Broadcasting West, Inc dba KCWY	1/20/2025	N/A
844	Millview Investment Co LLC	1/31/2025	N/A
9508	Power Equipment Company	1/30/2025	N/A
868	Prairie Wing Builders LLC	1/31/2025	N/A
9770	Project Kenny	2/4/2025	N/A
9772	Stephanie Fountains Child Care	1/27/2025	N/A
9860	RDO Construction Equipment Co	1/31/2025	N/A
9397	Thiel Enterprises Inc	2/4/2025	N/A
9547	Walter Concrete Construction Inc	1/31/2025	N/A
9763	Wyoming Safety Supply	1/31/2025	N/A
853	Wyoming Steel & Recycling Iron & Metal Inc	1/31/2025	N/A



**Council Meeting: February 11, 2025**

**New Contractor Licenses**

<i>Business Name</i>		<i>Insurance</i>	<i>Contractor ID</i>
9952	Vindustries LLC		Yes

**Renewal Contractor Licenses**

<i>Business Name</i>		<i>Insurance</i>	<i>Contractor ID</i>
9568	307 Const LLC	N/A	Yes
9853	All Solar LLC	N/A	Yes
808	Arrowhead Heating & Air Conditioning	Yes	Yes
9736	Crown Construction LLC	Yes	Yes
9682	Power Plus Electric	N/A	Yes
631	Quality Roofing	Yes	Yes
870	Summit Roofing Inc	Yes	Yes
830	Tim Force Tin Shop Inc	N/A	Yes





**Council Meeting: February 11, 2025**

**New Home Occupation Permits**

*Business Name*

Sean McClenahan - Leprechaun Lab

Brian Kenney - The Kenney House


**Renewal Home Occupation Permits**

*Business Name*


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

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
<b>1936</b>						
02/11/2025	1936	Jessica Hail	160.00	Bond refund for Jessica Hail	10-5100-9000	160.00
Total 1936:						160.00
<b>1937</b>						
02/11/2025	1937	Juliene Farris	270.00	Bond Refund for Challace Andrea Culver	10-5100-9000	270.00
Total 1937:						270.00
<b>1938</b>						
02/11/2025	1938	Penny Simonton	220.00	Bond Refund for Kortni Kay Simonton	10-5100-9000	220.00
Total 1938:						220.00
<b>33702</b>						
02/11/2025	33702	Above All Cleaning	582.50	Regular Monthly Cleaning for the City Hall	12-4500-3515	582.50
02/11/2025	33702	Above All Cleaning	582.50	Monthly cleaning for PD - Jan	10-4600-1300	582.50
Total 33702:						1,165.00
<b>33703</b>						
02/11/2025	33703	Alliance Background	948.20	Backgrounds	10-4600-1045	948.20
Total 33703:						948.20
<b>33704</b>						
02/11/2025	33704	ALSCO, Inc	37.20	January 15 services	50-4700-1040	37.20
02/11/2025	33704	ALSCO, Inc	37.20	January 29 service	50-4700-1040	37.20
02/11/2025	33704	ALSCO, Inc	77.03	Rugs and Mat at City Hall	12-4500-3515	77.03
Total 33704:						151.43
<b>33705</b>						
02/11/2025	33705	AMBI Mail & Marketing, Inc	39.34	FedEx Crime Lab January 2025	10-5400-3565	39.34

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33705:						39.34
<b>33706</b>						
02/11/2025	33706	Aspen Patch Drywall LLC	850.00	Drywall New Window Library	12-4500-3515	850.00
Total 33706:						850.00
<b>33707</b>						
02/11/2025	33707	Atlas Office Products, Inc	179.80	Office Supplies Form, Job work order, 3-part	10-4400-3510	179.80
Total 33707:						179.80
<b>33708</b>						
02/11/2025	33708	B & B Rubber Stamp	29.50	Nametags for Nathan	10-4400-3510	29.50
Total 33708:						29.50
<b>33709</b>						
02/11/2025	33709	Banner Health	82.60	Medication for the ambulances	10-5600-3595	82.60
Total 33709:						82.60
<b>33710</b>						
02/11/2025	33710	Big Horn Tire, Inc.	163.70	New tire Admin #2	50-4700-4055	163.70
02/11/2025	33710	Big Horn Tire, Inc.	228.76	TPMS Sensor PW #1	50-4700-4055	228.76
02/11/2025	33710	Big Horn Tire, Inc.	432.00	Replace Drive Tires	54-8400-4055	432.00
Total 33710:						824.46
<b>33711</b>						
02/11/2025	33711	Billings Clinic	600.00	Victim Services Sane Kit	10-5400-3080	600.00
Total 33711:						600.00
<b>33712</b>						
02/11/2025	33712	Bound Tree Medical	41.65	Medical Supplies	10-5600-3595	41.65
02/11/2025	33712	Bound Tree Medical	191.49	Medical Supplies	10-5600-3595	191.49

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33712:						233.14
<b>33713</b>						
02/11/2025	33713	Brutill Construction	15,157.58	Retainage for reverfront property stabilization	10-4800-6010	15,157.58
Total 33713:						15,157.58
<b>33714</b>						
02/11/2025	33714	Buffalo Development	1,100.00	Recapture - Lot 32	50-4600-9005	1,100.00
Total 33714:						1,100.00
<b>33715</b>						
02/11/2025	33715	Bush-Wells Sporting Goods	365.00	Uniform Hats, 1/2 zip job shirts	10-5600-1040	365.00
Total 33715:						365.00
<b>33716</b>						
02/11/2025	33716	Carrot-Top Industries	699.87	6 - Wyoming flags / 6 - U.s. Flags	10-4600-1300	699.87
Total 33716:						699.87
<b>33717</b>						
02/11/2025	33717	Caselle, Inc	3,080.00	Contract Support & Maint for 03/01/25 to 03/31/25	50-4600-2005	3,080.00
Total 33717:						3,080.00
<b>33718</b>						
02/11/2025	33718	Century Link	246.80	Services for City Hall	10-4400-9088	246.80
Total 33718:						246.80
<b>33719</b>						
02/11/2025	33719	Charter Communications	457.95	Charter bill for Town buildings	10-4400-9087	457.95
02/11/2025	33719	Charter Communications	219.98	Internet at the Small Hall	10-4600-2520	219.98
Total 33719:						677.93

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
<b>33720</b>						
02/11/2025	33720	City of Casper	45,561.22	201 Sewer RWWS	53-8300-3675	45,561.22
02/11/2025	33720	City of Casper	3,145.60	City of Casper Metro December 2024	10-5300-3010	3,145.60
02/11/2025	33720	City of Casper	1,739.28	December 24 Dispatch fee	10-5600-3000	1,739.28
02/11/2025	33720	City of Casper	840.00	42 - monthly residential passes	54-8400-3050	840.00
02/11/2025	33720	City of Casper	845.68	Balefill	54-8400-3050	845.68
02/11/2025	33720	City of Casper	1,037.52	Balefill	54-8400-3050	1,037.52
02/11/2025	33720	City of Casper	792.88	Balefill	54-8400-3050	792.88
02/11/2025	33720	City of Casper	717.20	Balefill	54-8400-3050	717.20
02/11/2025	33720	City of Casper	548.24	Balefill	54-8400-3050	548.24
02/11/2025	33720	City of Casper	767.36	Balefill	54-8400-3050	767.36
02/11/2025	33720	City of Casper	1,264.56	Balefill	54-8400-3050	1,264.56
02/11/2025	33720	City of Casper	883.52	Balefill	54-8400-3050	883.52
02/11/2025	33720	City of Casper	750.64	Balefill	54-8400-3050	750.64
02/11/2025	33720	City of Casper	558.80	Balefill	54-8400-3050	558.80
Total 33720:						59,452.50
<b>33721</b>						
02/11/2025	33721	Collins Communications, Inc	275.00	IT Customer Care Contract	10-5500-2020	275.00
Total 33721:						275.00
<b>33722</b>						
02/11/2025	33722	CS Consulting	225.00	Hazard Assessment/ Atmospheric Monitoring Mills Sch	50-4700-3605	225.00
Total 33722:						225.00
<b>33723</b>						
02/11/2025	33723	Dana Kepner Company Inc	80.64	36" Stainless Steel Band	51-8100-3500	80.64
Total 33723:						80.64
<b>33724</b>						
02/11/2025	33724	Department of Workforce Services	4,813.69	Worker Compensation for January 2025	10-23800	4,813.69
Total 33724:						4,813.69

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
<b>33725</b>						
02/11/2025	33725	Dewitt Water Systems & Service	126.30	Bottled Water for the fire station	10-5600-3515	126.30
Total 33725:						126.30
<b>33726</b>						
02/11/2025	33726	Dynamic Sound & Lighting	2,000.00	Deposit for Summerfest 2025	12-4500-1027	2,000.00
Total 33726:						2,000.00
<b>33727</b>						
02/11/2025	33727	Eli McNett	550.00	Clothing Stipened 2025	10-5400-1040	550.00
Total 33727:						550.00
<b>33728</b>						
02/11/2025	33728	Elliott Equipment Company	92.98	Arm Adjustment Jig	54-8400-4050	92.98
Total 33728:						92.98
<b>33729</b>						
02/11/2025	33729	Energy Laboratories Inc	786.00	Disinfection By-product sampling	52-8200-2050	786.00
02/11/2025	33729	Energy Laboratories Inc	152.00	Monthly Bac-T Samples	52-8200-2050	152.00
Total 33729:						938.00
<b>33730</b>						
02/11/2025	33730	Ethan Hecht	78.75	Custom sized uniform t-shirts bought by employee	10-5600-1040	78.75
Total 33730:						78.75
<b>33731</b>						
02/11/2025	33731	Ferguson Waterworks #1116	627.00	Sleeve, Gaskets and Flanges	12-4500-3815	627.00
02/11/2025	33731	Ferguson Waterworks #1116	227.59	3/4" Saddle & Stifners	51-8100-3500	227.59
02/11/2025	33731	Ferguson Waterworks #1116	214.44	3/4" Saddle	51-8100-3500	214.44
02/11/2025	33731	Ferguson Waterworks #1116	233.83	6"x15" repair clamp	51-8100-3500	233.83
02/11/2025	33731	Ferguson Waterworks #1116	295.40	4" PVC & 6" Saddle	51-8100-3500	295.40
02/11/2025	33731	Ferguson Waterworks #1116	64.91	3/4" & 1" Curbstop	51-8100-3500	64.91

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33731:						1,663.17
<b>33732</b>						
02/11/2025	33732	Floyd's Truck Center WY	10.00	Wahser Cap	54-8400-4050	10.00
02/11/2025	33732	Floyd's Truck Center WY	19.90	Hood Harness	54-8400-4050	19.90
Total 33732:						29.90
<b>33733</b>						
02/11/2025	33733	Galls	194.99	EMS Pants for W. Paulsen	10-5600-1040	194.99
02/11/2025	33733	Galls	174.99	Quilted uniform jacket for J. Todd, W. Gay	10-5600-1040	174.99
02/11/2025	33733	Galls	124.84	Uniform apparel for E. Hecht	10-5600-1040	124.84
Total 33733:						494.82
<b>33734</b>						
02/11/2025	33734	Grainger, Inc	3,596.38	Pressure washer	10-6500-4060	3,596.38
02/11/2025	33734	Grainger, Inc	154.60	Quick Connectors & Hose Power Washer	10-6500-3545	154.60
02/11/2025	33734	Grainger, Inc	539.79	stainless Piping/Air Filters	52-8200-3525	539.79
Total 33734:						4,290.77
<b>33735</b>						
02/11/2025	33735	Grizzly Excavating, LLC	7,459.06	Repair Main Break Delmar Street	51-8100-3525	7,459.06
Total 33735:						7,459.06
<b>33736</b>						
02/11/2025	33736	Hawkins Inc	2,723.12	Treatment chemicals/ repair kits/ associated freight/ chl	52-8200-3500	2,723.12
Total 33736:						2,723.12
<b>33737</b>						
02/11/2025	33737	Homax	381.93	Kerosene	54-8400-4000	381.93
02/11/2025	33737	Homax	193.64	Streets	10-6000-4000	193.64
02/11/2025	33737	Homax	271.06	water	51-8100-4000	271.06
02/11/2025	33737	Homax	273.20	Parks	10-7000-4000	273.20
02/11/2025	33737	Homax	1,489.94	Sanitation	54-8400-4000	1,489.94

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
02/11/2025	33737	Homax	92.48	Shop	10-6500-4000	92.48
Total 33737:						2,702.25
<b>33738</b>						
02/11/2025	33738	Hose & Rubber Supply	70.64	5/8" Hose	54-8400-4050	70.64
Total 33738:						70.64
<b>33739</b>						
02/11/2025	33739	Imerys Perlite USA, Inc.	9,248.73	Bulk Perlite - bags	52-8200-3500	9,248.73
Total 33739:						9,248.73
<b>33740</b>						
02/11/2025	33740	Imperial Pump Solutions	650.00	Clean Out Pumps vanhorn Lift Station	53-8300-3675	650.00
02/11/2025	33740	Imperial Pump Solutions	27,167.15	New Chopper Pump vanhorn Lift Station	12-4500-3805	27,167.15
Total 33740:						27,817.15
<b>33741</b>						
02/11/2025	33741	Installation & Service Company In	2,200.00	Fire Hydrant Replacement	12-4500-3815	2,200.00
Total 33741:						2,200.00
<b>33742</b>						
02/11/2025	33742	International Inst. of Municipal Cle	220.00	IIMC Membership	10-4400-2000	220.00
Total 33742:						220.00
<b>33743</b>						
02/11/2025	33743	Jackson Group	166.05	Filters	54-8400-4050	166.05
Total 33743:						166.05
<b>33744</b>						
02/11/2025	33744	Justin Buchholz	550.00	Clothing Stipend 2025	10-5400-1040	550.00

M = Manual Check, V = Void Check



Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33744:						550.00
<b>33745</b>						
02/11/2025	33745	Kelly's Alignment & Brake	87.00	front Wheel Alignment Unit #2	50-4700-4050	87.00
Total 33745:						87.00
<b>33746</b>						
02/11/2025	33746	Levinge Freight Lines	35.50	Water Deposit Refund for Levinge Freight Lines	51-26150	35.50
Total 33746:						35.50
<b>33747</b>						
02/11/2025	33747	Mike Roden	250.00	Stipen for Uniforms	10-5400-1040	250.00
Total 33747:						250.00
<b>33748</b>						
02/11/2025	33748	Mission Communications, Inc	315.00	communication Modem	53-8300-3675	315.00
Total 33748:						315.00
<b>33749</b>						
02/11/2025	33749	Monty Hartgrave	96.00	Refund of Auto pay charged after final billing already p	99-10750	96.00
Total 33749:						96.00
<b>33750</b>						
02/11/2025	33750	NAPA Auto Parts	139.65	Rags & cleaner	50-4700-4050	139.65
02/11/2025	33750	NAPA Auto Parts	60.62	Filters Unit #2	50-4700-4050	60.62
02/11/2025	33750	NAPA Auto Parts	43.07	Hose Clamp and gloves	50-4700-4050	43.07
02/11/2025	33750	NAPA Auto Parts	239.76	Diesel Fuel Sup	50-4700-4050	239.76
02/11/2025	33750	NAPA Auto Parts	102.56	Oil & Filters Unit #1	50-4700-4050	102.56
02/11/2025	33750	NAPA Auto Parts	88.62	Filters Unit #16	50-4700-4050	88.62
02/11/2025	33750	NAPA Auto Parts	218.56	Battery Unit #1	50-4700-4050	218.56
02/11/2025	33750	NAPA Auto Parts	77.07	MS48 Air and oil filter	10-5600-4050	77.07

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33750:						969.91
<b>33751</b>						
02/11/2025	33751	Natrona County Sheriffs Office	9,941.61	NCSO December Jail Bill	10-5400-3015	9,941.61
Total 33751:						9,941.61
<b>33752</b>						
02/11/2025	33752	Norco, Inc	21.17	Detergent	50-4700-3500	21.17
02/11/2025	33752	Norco, Inc	14.26	Oxygen bottle rental	10-5600-3595	14.26
Total 33752:						35.43
<b>33753</b>						
02/11/2025	33753	Northwest Contractor Supply	13.00	White Marking Paint	51-8100-3500	13.00
02/11/2025	33753	Northwest Contractor Supply	26.65	Bit Set	51-8100-3500	26.65
Total 33753:						39.65
<b>33754</b>						
02/11/2025	33754	Overhead Door Company of Casp	2,227.77	Service & Repairs Overhead Doors	50-4700-3515	2,227.77
Total 33754:						2,227.77
<b>33755</b>						
02/11/2025	33755	Peden's Inc.	238.50	Plaque p5114	10-4400-3510	238.50
Total 33755:						238.50
<b>33756</b>						
02/11/2025	33756	Quadient, Inc	93.00	Postage Rental	50-4600-3530	93.00
Total 33756:						93.00
<b>33757</b>						
02/11/2025	33757	Rocky Mountain Drug Testing	675.00	Random Drug Testing	10-4600-1060	675.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33757:						675.00
<b>33758</b>						
02/11/2025	33758	Sean White	35.79	Water Deposit Refund for Sean White	51-26150	35.79
Total 33758:						35.79
<b>33759</b>						
02/11/2025	33759	SeaWestern Fire Fighting Equip	31,565.04	(7) sets of structural firefighting gear for volunteers fro	10-6100-6550	31,565.04
Total 33759:						31,565.04
<b>33760</b>						
02/11/2025	33760	Sutherlands	13.99	Pop up assembly	12-4500-3515	13.99
Total 33760:						13.99
<b>33761</b>						
02/11/2025	33761	Terry Good	550.00	Clothing Stipend 2025	10-5400-1040	550.00
Total 33761:						550.00
<b>33762</b>						
02/11/2025	33762	TransUnion Risk and Alternative	75.00	Transunion Jan 2025	10-5400-2070	75.00
Total 33762:						75.00
<b>33763</b>						
02/11/2025	33763	Trex Hydro Excavating Inc	1,528.92	Remove Debris from Vanhorn Lift Station	53-8300-3675	1,528.92
Total 33763:						1,528.92
<b>33764</b>						
02/11/2025	33764	Verizon	138.68	Air card for cardiac monitors and something with the w	10-5600-2040	138.68
Total 33764:						138.68

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
<b>33765</b>						
02/11/2025	33765	Wash and Glow II LLC	146.00	Car Wash for December	10-6500-4060	146.00
Total 33765:						146.00
<b>33766</b>						
02/11/2025	33766	Western Wyoming Lock & Safe	21.00	Schlage Everest Key	10-4400-3510	21.00
Total 33766:						21.00
<b>33767</b>						
02/11/2025	33767	WEX Bank	554.51	Fuel Chargesfuel for Brush 9 Cali trip	10-5600-4000	554.51
Total 33767:						554.51
<b>33768</b>						
02/11/2025	33768	Wyoming Fire Chiefs Association	100.00	2025 WFCA consortium dues	10-5600-2040	100.00
Total 33768:						100.00
<b>33769</b>						
02/11/2025	33769	Wyoming Signs LLC	282.98	post hardware	10-6000-3500	282.98
Total 33769:						282.98
<b>33770</b>						
02/11/2025	33770	Wyoming State Firemen's Associa	75.00	2025 Annual Dues	10-5600-2040	75.00
Total 33770:						75.00
<b>33771</b>						
02/11/2025	33771	Wyoming Water Development Co	2,500.00	2025 Water Purchase (200 acre-feet)	52-8200-3090	2,500.00
Total 33771:						2,500.00
<b>33772</b>						
02/11/2025	33772	Y2 Consultants LLC	4,959.50	Planning Services through 01/20/25	10-5700-2050	4,959.50

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 33772:						4,959.50
<b>33773</b>						
02/11/2025	33773	Zoll Data Systems Dept #42374	617.50	EMS billing program	10-5600-2040	617.50
Total 33773:						617.50
<b>192100014</b>						
02/11/2025	192100014	Black Hills Energy	8,019.46	Utilites for Town Jan 25	10-4600-2515	8,019.46 M
02/11/2025	192100014	Black Hills Energy	1,370.68	Natural Gas for WTP	52-8200-2515	1,370.68 M
02/11/2025	192100014	Black Hills Energy	3,703.67	Natural Gas for Enterprise	50-4600-2515	3,703.67 M
Total 192100014:						13,093.81
<b>192100015</b>						
02/11/2025	192100015	Rocky Mountain Power	272.79	6699 Poison Spider	50-4600-2510	272.79 M
Total 192100015:						272.79
<b>192100016</b>						
02/11/2025	192100016	Rocky Mountain Power	838.48	240 S Chamberlin Rd Electricity	50-4600-2510	838.48 M
Total 192100016:						838.48
<b>192100017</b>						
02/11/2025	192100017	Rocky Mountain Power	16,448.19	Utilites for the City	50-4600-2510	16,448.19 M
Total 192100017:						16,448.19
<b>192100018</b>						
02/11/2025	192100018	307 Billing Services, LLC	2,000.00	EMS Billing Services	10-5600-2045	2,000.00 M
Total 192100018:						2,000.00
<b>192100019</b>						
02/11/2025	192100019	HUB International	65,758.97	Health Benefits	10-23700	65,758.97 M

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Check Amount
Total 192100019:						65,758.97
Grand Totals:						311,929.69

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-21100	.00	162,856.08-	162,856.08-
10-23700	65,758.97	.00	65,758.97
10-23800	4,813.69	.00	4,813.69
10-4400-2000	220.00	.00	220.00
10-4400-3510	468.80	.00	468.80
10-4400-9087	457.95	.00	457.95
10-4400-9088	246.80	.00	246.80
10-4600-1045	948.20	.00	948.20
10-4600-1060	675.00	.00	675.00
10-4600-1300	1,282.37	.00	1,282.37
10-4600-2515	8,019.46	.00	8,019.46
10-4600-2520	219.98	.00	219.98
10-4800-6010	15,157.58	.00	15,157.58
10-5100-9000	650.00	.00	650.00
10-5300-3010	3,145.60	.00	3,145.60
10-5400-1040	1,900.00	.00	1,900.00
10-5400-2070	75.00	.00	75.00
10-5400-3015	9,941.61	.00	9,941.61
10-5400-3080	600.00	.00	600.00
10-5400-3565	39.34	.00	39.34
10-5500-2020	275.00	.00	275.00
10-5600-1040	938.57	.00	938.57
10-5600-2040	931.18	.00	931.18
10-5600-2045	2,000.00	.00	2,000.00
10-5600-3000	1,739.28	.00	1,739.28
10-5600-3515	126.30	.00	126.30
10-5600-3595	330.00	.00	330.00
10-5600-4000	554.51	.00	554.51

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
10-5600-4050	77.07	.00	77.07
10-5700-2050	4,959.50	.00	4,959.50
10-6000-3500	282.98	.00	282.98
10-6000-4000	193.64	.00	193.64
10-6100-6550	31,565.04	.00	31,565.04
10-6500-3545	154.60	.00	154.60
10-6500-4000	92.48	.00	92.48
10-6500-4060	3,742.38	.00	3,742.38
10-7000-4000	273.20	.00	273.20
12-21100	.00	33,517.67-	33,517.67-
12-4500-1027	2,000.00	.00	2,000.00
12-4500-3515	1,523.52	.00	1,523.52
12-4500-3805	27,167.15	.00	27,167.15
12-4500-3815	2,827.00	.00	2,827.00
50-21100	.00	29,456.77-	29,456.77-
50-4600-2005	3,080.00	.00	3,080.00
50-4600-2510	17,559.46	.00	17,559.46
50-4600-2515	3,703.67	.00	3,703.67
50-4600-3530	93.00	.00	93.00
50-4600-9005	1,100.00	.00	1,100.00
50-4700-1040	74.40	.00	74.40
50-4700-3500	21.17	.00	21.17
50-4700-3515	2,227.77	.00	2,227.77
50-4700-3605	225.00	.00	225.00
50-4700-4050	979.84	.00	979.84
50-4700-4055	392.46	.00	392.46
51-21100	.00	8,957.87-	8,957.87-
51-26150	71.29	.00	71.29
51-8100-3500	1,156.46	.00	1,156.46
51-8100-3525	7,459.06	.00	7,459.06
51-8100-4000	271.06	.00	271.06
52-21100	.00	17,320.32-	17,320.32-
52-8200-2050	938.00	.00	938.00
52-8200-2515	1,370.68	.00	1,370.68
52-8200-3090	2,500.00	.00	2,500.00
52-8200-3500	11,971.85	.00	11,971.85
52-8200-3525	539.79	.00	539.79
53-21100	.00	48,055.14-	48,055.14-
53-8300-3675	48,055.14	.00	48,055.14
54-21100	.00	11,669.84-	11,669.84-

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
54-8400-3050	9,006.40	.00	9,006.40
54-8400-4000	1,871.87	.00	1,871.87
54-8400-4050	359.57	.00	359.57
54-8400-4055	432.00	.00	432.00
99-10750	96.00	.00	96.00
99-21100	.00	96.00-	96.00-
<b>Grand Totals:</b>	<u>311,929.69</u>	<u>311,929.69-</u>	<u>.00</u>

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

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





## PAID ACH / EFT TRANSACTIONS 2-11-25

Date	Payor	AMOUNT
1/27/25	Commercial R/E Loan	\$ 2,164.76
1/27/25	Payment to Line of Credit	\$ 150,000.00
2/3/25	Mech Bnkcd NSD	\$ 25.00
2/4/25	Paymentech Fee	\$ 33.56
2/4/25	Paymentech Fee	\$ 67.56
2/4/25	Paymentech Fee	\$ 1,179.85
2/5/25	American Express AXP	\$ 38.26
2/5/25	American Express AXP	\$ 118.21
2/7/25	Xpress Bill Pay Billing	\$ 1,279.28
	<b>Total:</b>	<b>\$ 154,906.48</b>



# PAYROLL

Meeting Date: February 11, 2025

Payroll Type: Regular/Police

Date Range: 1-13-25 to 1-26-25

Net: \$ 120,423.77

Deductions: \$ 34,229.51

Federal Taxes: \$ 9,879.00

Medicare: \$ 1,619.97

Retirement: \$ 5,936.11

Social Security: \$ 6,712.99

Child Support: \$ 540.32

Insurance: \$ 4,145.68

Supplemental Retirement: \$ 1,102.02

Supplemental Insurance: \$ 219.36

**TOTAL PAYROLL: \$ 86,194.26**

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City Clerk, Sarah Osborn

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Mayor, Leah Juarez



# PAYROLL

Meeting Date: February 11, 2025

Payroll Type: Fire

Date Range: 1-14-25 to 1-25-25

Net: \$ 22,613.70

Deductions: \$ 6,133.66

Federal Taxes: \$ 1,645.00

Medicare: \$ 309.47

Retirement: \$ 2,542.90

Union Dues \$ 240.00

Child Support: \$ -

Insurance: \$ 1,396.29

Supplemental Retirement: \$ -

Supplemental Insurance: \$ -

**TOTAL PAYROLL: \$ 16,480.04**

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City Clerk, Sarah Osborn

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Mayor, Leah Juarez



# PAYROLL

Meeting Date: February 11, 2025

Payroll Type: Fire

Date Range: 1-26-25 to 2-6-25

Net: \$ 19,002.25

Deductions: \$ 5,323.20

Federal Taxes: \$ 1,323.00

Medicare: \$ 257.11

Retirement: \$ 2,136.80

Union Dues \$ 210.00

Child Support: \$ -

Insurance: \$ 1,396.29

Supplemental Retirement: \$ -

Supplemental Insurance: \$ -

**TOTAL PAYROLL: \$ 13,679.05**

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City Clerk, Sarah Osborn

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Mayor, Leah Juarez



**Transmittal Transactions**  
**2-11-25**

***Payroll Regular/Police: 1-13-25 to 1-26-25***

Date	Type/Check #	Payor	AMOUNT
1/26/2025	ACH	IRS	\$ 26,356.14
1/26/2025	33699	American Funds	\$ 50.00
1/26/2025	ACH	Orchard Trust 457	\$ 875.00
2/12/2025	ACH	Wyoming Retirement	\$ 39,916.28
<b>Total:</b>			<b>\$ 67,197.42</b>

***Payroll Fire: 1-14-25 to 1-25-25***

Date	Type/Check #	Payor	AMOUNT
1/25/2025	ACH	IRS	\$ 2,263.94
1/25/2025	33695	Pathfinder FCU	\$ 240.00
<b>Total:</b>			<b>\$ 2,503.94</b>

***Payroll Fire: 1-26-25 to 2-6-25***

Date	Type/Check #	Payor	AMOUNT
2/6/2025	ACH	IRS	\$ 1,837.22
2/6/2025	33701	Pathfinder FCU	\$ 210.00
2/12/2025	ACH	Wyoming Retirement	\$ 13,218.05
<b>Total:</b>			<b>\$ 15,265.27</b>

**TOTAL \$ 84,966.63**

**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 1<sup>st</sup> reading the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

PASSED on 2<sup>nd</sup> reading the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

PASSED, APPROVED AND ADOPTED on 3<sup>rd</sup> 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., 6<sup>th</sup> 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.

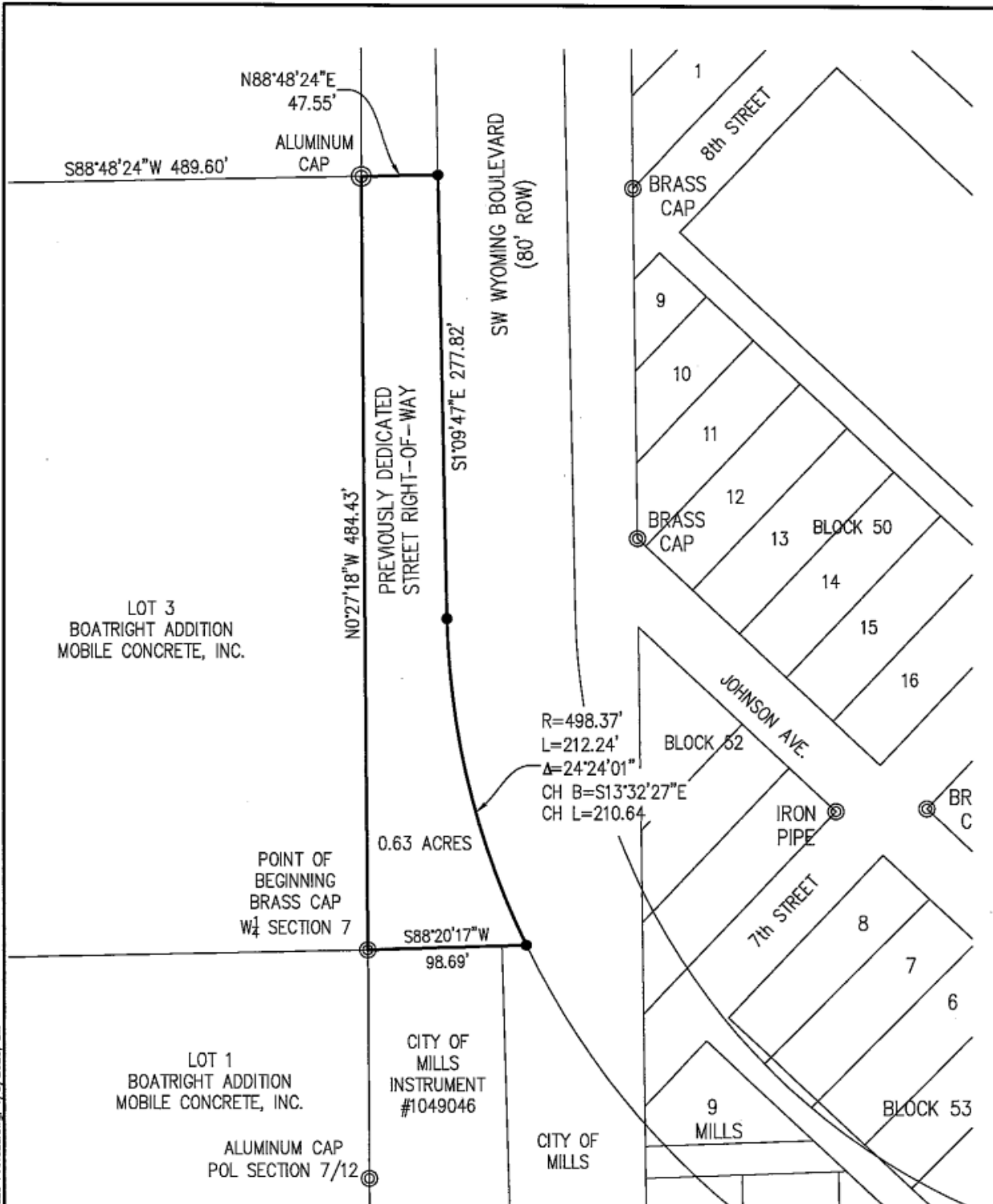


MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY,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

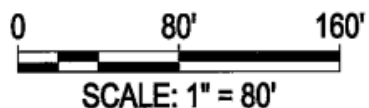
W.O. #22-033  
Mills/Boatright Parcel

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\Parcel.dwg, 1/8/2025, Bill



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 $\frac{1}{4}$ )  
 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 of 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 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 1<sup>st</sup> reading the \_\_\_\_ day of \_\_\_\_\_, 2025.

PASSED on 2<sup>nd</sup> reading the \_\_\_\_ day of \_\_\_\_\_, 2025.

PASSED, APPROVED AND ADOPTED on 3<sup>rd</sup> 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

**AGREEMENT**

This Agreement (“Agreement”) is by and between the Town of Mills, Wyoming (“Town”) and Community Education Centers, Inc.(“CEC”).

WHEREAS, Town desires to have space available to ensure the availability of sentencing options to courts and law enforcement In Natrona County;

WHEREAS, CEC operates a community corrections facility (the “Facility”) previously managed by Community Education Centers, Inc. dba Community Alternatives of Casper, Inc. (“CAC”), pursuant to W.S. 7-18-101 et seq;

WHEREAS, Town and CAC formed an Agreement which has since expired and Town and CEC now desire to continue services under this new Agreement, under the same terms and conditions; and

WHEREAS, W.S. 7-18-106 requires that a convicted misdemeanor, before placement in a community corrections facility, must obtain funding for the placement from non-state sources.

NOW, THEREFORE, the parties agree as follows:

1. CEC agrees to provide spaces, if available, for misdemeanor placement at a per diem cost of \$40.00 per day. Costs are the responsibility of the misdemeanor (per diem will be charged for the day of arrival, but not the day of discharge).
2. Town is not responsible for medical expenses, transportation, per diem or gratuities incurred by misdemeanor residents.
3. CEC will provide programs to place residents in or retain any jobs that they may have and will account for wages gained from such work.
4. In accordance with State and Federal regulations, CEC will conduct programs to monitor drug and alcohol use, to ensure compliance with any court mandated requirements.
5. The term of this Agreement shall be from April 1, 2019 through March 31, 2020. The parties may, by written agreement, amend the amount of money available for placement, upon written agreement of both parties.
6. This Agreement may be extended for additional years upon written agreement of the parties, and agreement as to the amount of money available for placement.
7. Either party may terminate this contract upon 60 days’ notice to the other party.

*[Signature Page Follows]*

DATED this 10th day of April, 2019.

Town of Mills

Community Education Centers, Inc.

By: [Signature]  
Authorized Signature

By: [Signature]  
Authorized Signature

Title: Mayor-Town of Mills

Title: Vice President

ATTEST:

By: [Signature]  
Title: Town clerk



**AMENDMENT #5**  
**TO THE**  
**AGREEMENT**

This Amendment to the Agreement (“Agreement”) is by and between the City of Mills, Wyoming (“City”) and Community Education Center, Inc. (“CEC”).

WHEREAS, City and CEC formed an Agreement which is expired on March 31, 2024, and City and CEC desire to continue services under that Agreement, under the same terms and conditions; and

NOW, THEREFORE, the parties agree as follows:

1. The term of this Agreement shall be extended one year under the same terms and conditions, from April 1, 2025 through March 31, 2026.
2. All other terms and conditions remain unchanged.

DATED this \_\_\_ day of February 2025

City of Mills

Community Education Centers, Inc.

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Derek D. Schofield, Ph.D  
VP, Reentry Services; GEO Care  
d.schofield@geogroupinc.com  
(516) 999-8151

ATTEST:

By: \_\_\_\_\_

Title: \_\_\_\_\_



# Account Information Management, Corp. (A. I. M., Corp.)



2020 Fairgrounds Rd. • Suite 204 • Casper, WY 82604  
PO Box 1775 • Casper, WY 82602  
Ph: (307) 235-9989 • Fax: (307) 235-9901  
aimcorporation@aol.com  
www.aimcollect.com

## AGREEMENT FOR COLLECTION SERVICES

AGREEMENT, made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ between (name) \_\_\_\_\_  
(hereinafter referred to as 'CREDITOR'), whose principal place of business is (address) \_\_\_\_\_

and **Account Information Management, Corp.** (hereinafter referred to as 'AGENCY'), whose principal place of business is 2020 Fairgrounds Rd., Suite 204, Casper, WY 82604.

### WITNESSETH:

WHEREAS, CREDITOR desires from time to time during the term of the Agreement, to submit to AGENCY for collection certain claims, accounts or other evidence of indebtedness (hereafter called 'Claims'), and

WHEREAS, AGENCY desires to provide CREDITOR with collection services with respect to said Claims.

NOW THEREFORE, for and in consideration of the mutual covenants hereinafter set forth, it is mutually agreed by and between the parties hereto as follows:

1. AGENCY agrees that all activities of AGENCY shall be carried out in compliance with applicable Federal, State and Local Laws.
2. CREDITOR hereby warrants that all Claims forwarded to AGENCY will be valid and legally enforceable debts, and that CREDITOR will, both before and after forwarding said Claims, comply with all applicable Federal, State and Local Laws with respect thereto. Further, CREDITOR agrees to provide, whenever requested to do so by AGENCY a written verification of Claim, a copy of the judgment, if any, on which Claim is based, the name and address of the person or entity to whom the debt was originally owed, if different from the CREDITOR. CREDITOR also agrees that any account assigned to AGENCY is not listed with any other collection agency.
3. This Agreement shall be governed by and construed in accordance with the laws of the State of Wyoming. In the event that any legal proceedings are instituted concerning the interpretation or enforcement of this Agreement, venue over all such proceedings shall be vested in a court of competent jurisdiction residing in Natrona County, Wyoming. The prevailing party shall be entitled reasonable attorneys' fees, costs and other disbursements from the losing party, in addition to and including any other relief to which they may be entitled.
4. If any court of competent jurisdiction shall rule that any provision of this Agreement is invalid or unenforceable, the remaining provisions shall remain in full force and effect and shall not be affected by said ruling.
5. This Agreement shall be binding on the heirs, legal representatives, successors and assigns of the parties hereto.
6. CREDITOR and AGENCY agree that all actions taken by CREDITOR and AGENCY pursuant to this Agreement shall be in accordance with the TERMS AND CONDITIONS set forth below. Said TERMS AND CONDITIONS have been signed by both parties and are hereby made a part of this Agreement as fully and effectual as if they were set forth herein. Thus, whenever the term "Agreement" is used herein, it shall be construed to include said TERMS AND CONDITIONS. This Agreement, including the TERMS AND CONDITIONS, contains the entire Agreement between the parties hereto and cannot be amended or modified in any respect except by an amendment in writing signed by both parties.

### TERMS AND CONDITIONS

- 1.) Payment which is made directly to the CREDITOR is treated the same as a payment made to the AGENCY for accounts assigned by CREDITOR to AGENCY and the same commission applies. AGENCY reserves the right to offset funds due to the CREDITOR toward any funds owed to AGENCY by the CREDITOR.
- 2.) In the event the CREDITOR agrees with a debtor to take back merchandise or trades for services which represents the account and in fact does take back the merchandise or any item or items or trades for services, said action will be considered

the same as payment on the account and commission will be due the AGENCY for the amount agreed upon between the CREDITOR and the debtor as to the worth of the merchandise or items returned or the trade amount agreed upon.

3.) Because of the ever-increasing costs of postage, attorneys' fees and litigation, interest collected on accounts after assignment will be retained by the AGENCY.

4.) The AGENCY shall remit all funds due from the accounts collected on each account or check with adjustments made on funds received by CREDITOR after assignment. The remittance shall be made by the 20<sup>th</sup> day of each month following the month the funds were received. A statement shall accompany the remittance showing the date and amount of each payment collected.

5.) In the event CREDITOR receives funds on accounts, reaches settlements on accounts or makes any type of arrangements on accounts assigned to AGENCY, CREDITOR will report to AGENCY said payments, settlements or arrangements and the TERMS and CONDITIONS and FEE STRUCTURE apply. If, at the end of the month, CREDITOR owes AGENCY its commission for assigned accounts, CREDITOR agrees to remit AGENCY its commission by the last day of the month following the monthly statement date. Any amount still owing after said date will be subject to a finance charge of one (1) percent per month (twelve (12) percent per annum).

6.) The CREDITOR agrees that all accounts and checks assigned to the AGENCY shall remain so assigned unless the following applies: A.) AGENCY has the right to cancel any account assignment it deems unable to collect at its discretion. B.) Any account or check assigned in error by the CREDITOR may be recalled within thirty (30) days of assignment to AGENCY at no charge to the CREDITOR. Any account or check being recalled after the initial thirty (30) days may be subject to a due diligence fee of 10% of the amount assigned or \$50.00, whichever is less. In addition, any court costs or attorneys' fees expended by the AGENCY on said account or check being cancelled at CREDITOR's request will be charged to the CREDITOR. At the request of the CREDITOR, the AGENCY agrees to suspend collection efforts on an account or check for a maximum of sixty (60) days. At the end of the sixty (60) days the AGENCY shall be allowed to continue with collection efforts or the CREDITOR may recall the account or check and the stated fees above will apply.

7.) In the event AGENCY files litigation, any funds collected will be applied toward court costs and attorneys' fees expended by AGENCY first. In the event a counterclaim against the CREDITOR is filed, CREDITOR agrees to retain its own counsel to respond to said counterclaim. If this results, AGENCY reserves the right to reassign said account back to CREDITOR and dismiss AGENCY from said case, and CREDITOR agrees to reimburse court costs/attorneys' fees expended by AGENCY. In the event litigation gets denied for any reason, CREDITOR agrees to reimburse AGENCY its court costs/attorneys' fees expended.

8.) In the event of termination of this agreement, accounts and checks on which payment is being received or litigation has been started, or any account or check which has been assigned less than six (6) months will not be returned to the CREDITOR unless agreed to in writing by the AGENCY. This Agreement may be terminated upon a thirty (30) day written notice from the CREDITOR.

**FEE STRUCTURE**

\*NSF Checks - AGENCY retains only the fees collected on dishonored checks. 100% of the face amount of the check collected is remitted to the CREDITOR.

\*All Other Claims - Claims are accepted on a contingency basis, if there is no collection, there is no charge. Commission rates are as follows:

Judgments - 30 %    Open Accounts - Active - 30 %    Legal - 35 %    Forward - 35 %

IN WITNESS WHEREOF, the parties have agreed to this AGREEMENT FOR COLLECTION SERVICES and its TERMS AND CONDITIONS and FEE STRUCTURE as set forth herein.

\_\_\_\_\_  
Creditor

Account Information Management, Corp.  
Agency

\_\_\_\_\_  
Creditor Agent - Signature

  
\_\_\_\_\_  
Agency Agent - Signature

\_\_\_\_\_  
Title

Vice President  
Title

\_\_\_\_\_  
Contact Person-Print Name / Title

Brian McCash  
Contact Person

\_\_\_\_\_  
Phone                      Fax

\_\_\_\_\_  
307-235-9989                      307-235-9901  
42 one                      Fax

CASE #	DEFENDANT'S NAME	DATE WARRANT ISSUED	DATE WARRANT QUASHED
14-0575	JEFFREY M. AKINS	12/22/2014	1/31/2025
13-0452	LOURIE A ALEXANDER	9/8/2014	1/31/2025
14-0056	GIOVANNIE BROWN	12/29/2014	1/31/2025
14-0144	LARRY D. BYNUM	6/16/2014	1/31/2025
13-0535	THOMAS DESHLER	3/10/2014	1/31/2025
13-0180	DANIEL C. GROOVER	2/24/2014	1/31/2025
13-0443	DAVID HADLEY	8/18/2014	1/31/2025
14-0151	DANTREZ JACKSON	5/19/2014	1/31/2025
14-0325	ANTHONY LAUBERTH	7/14/2014	1/31/2025
14-0264	SABRINA MARTINEZ	6/9/2014	1/31/2025
14-0402	JESUS MIRANDA	8/18/2014	1/31/2025
14-0494	JACKIE NOEL	9/15/2014	1/31/2025
13-0328	DAVID C. PHIPPS	3/31/2014	1/31/2025
13-0380	RYAN RHODES	8/18/2014	1/31/2025
14-0216	RANDY SKINNER	8/18/2014	1/31/2025
14-0275	BRIDGET WALL	6/23/2014	1/31/2025