

AGENDA
Town Council Meeting
March 18th, 2019
7:00 p.m.

#	Item	Notes
1.	Call Meeting to Order By Mayor	
2.	Roll Call	
3.	Pledge of Allegiance	
4.	Approval of the Meeting Minutes from February 27 th , 2019	
5.	Approval of the Special Town Hall Meeting on March 15 th , 2019	
6.	<u>New Business Licenses: (2)</u> 1. KO Plumbing & Heating 2. Laura’s Kut & Kurl	
7.	<u>Renewal Business Licenses: (20)</u> 1. All In One Mechanics Inc 2. Austin Engineering USA/WOTCO 3. Casper Seamless Guter 4. Champion Windows of Ft. Collins 5. Childers Trucking 6. Don Hollandsworth Properties 7. Eagle Electric 8. Elkhorn Electric 9. First Interstate Bank 10. Full House Chinese Restaurant 11. Ginsbach Construction 12. Gudahl Williams Investigative Security 13. Harper & Harper 14. Hi Mark Upholstery 15. McGinty’s Plumbing & Heating 16. Mountain States Construction Gutters 17. Paintrock Animal Clinic 18. Powder River Armory 19. 2 nd Street Realtors 20. Wyatt Electric	
8.	<u>Ord 730: THIRD AND FINAL READING:</u> An Ordinance to Rezone Lots 2-7, Block 25-Mountain View Suburb Addition NO. 1 from Established Business to Established Residential	
9.	<u>Ord 731: Second Reading:</u> An Ordinance Establishing Licensing Fees for Electrical Contractor, Master Electricians, Journeyman Electricians and Apprentices also Low Voltage Contractors within the Town of Mills	
10.	<u>Resolution 2019-13:</u> Fees for the Town of Mills	
11.	<u>Resolution 2019-14:</u> Appointments from the Mayor for Town Employees	
12.	<u>Resolution 2019-15:</u> Increase the Summer Fest Budget to \$8500 more for the Fireworks. For A Total \$18,500.00.	
13.	<u>Resolution 2019-17:</u> A Resolution Authorizing the Town Attorney to Settle the Case with Marlin Leasing to Release the Complaint with Prejudice	
14.	<u>Council Approval of Payroll Reports and Expenditures:</u> Fire Employees ----- 2-15-2019 TO 2-26-2019..... \$14,652.33 Town Employees -----2-18-2019 TO 3-3-2019..... \$88,066.03	
15.	<u>Council Approval to Pay Bills on Voucher List, Petty Cash Report, Voided Checks, Manual Checks, and Checklist Register for Current Period:</u> Petty Cash: ----- \$0.00 Vouchers: ----- \$178,823.69 Manual Checks Town----- \$16,723.47 Court----- \$1360.00	



	Voided Checks: ----- \$1482.39	
16.	<u>Council Approval of the December 2019 Court Income Report</u>	
17.	<u>Council Approval of the Brycer Compliance Engine Proposal</u>	
18.	<u>Council Approval of the Wyoming Medical Center Hospital Agreement for Staffing Town of Mills Police Officers</u>	
19.	<u>Unfinished Business:</u> • Swear In Mathew Elliott-----Fireman	
20.	<u>Open Discussion:</u>	
21.	<u>ADJOURNMENT</u>	

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE*

Upcoming Council Meetings

Council Meetings: March 27th, 2019 @ 7:00 p.m./April 10th, 2019 @ 7:00 p.m/ April 24th, 2019 @ 7:00 p.m..

Work Sessions: March 13th, 2019 @ 6:00 p.m./March 27th, 2019 @ 6:00 p.m./April 9th, 2019 @ 3:00 p.m.





TOWN OF MILLS

EST. 1921

SPECIAL TOWN HALL MEETING

March 15th, 2019

Meeting called to order by Mayor Coleman at 9:30 a.m.

Present: Mayor Coleman, Councilman President McCarthy, Councilman Ives, Councilman, Councilman Hollander, Councilman Wales

Pledge of Allegiance:

Resolution 2019-16: A Resolution Authorizing the Mayor to Make Decisions Relating to the Cedar Springs Wind Project.

Councilman McCarthy made the motion to approve Resolution 2019-16. Councilman Hollander seconded. All Ayes-Motion Carried.

ADJOURNMENT: Councilman Wales made the motion to adjourn the council meeting at 9:31 a.m. Councilman Hollander seconded. All Ayes-Motion Carried.

Mayor Seth Coleman: _____

Attested: Christine Trumbull _____

RESOLUTION 2019-13

A RESOLUTION TO ESTABLISH NEW FEES TO DEFRAY TOWN DEPARTMENTS COST AND LEGAL REVIEW FEES TO ESTABLISH NEW FEES TO MORE ACCURATELY ALIGN WITH THE CURRENT OPERATING COST WITH THE TOWN OF MILLS, NATRONA COUNTY, WYOMING

WHEREAS, of the Town of Mills authorized the Town Council to adopt new fees to accurately align with the current operating cost to improve the quality of life for all residents within the Town of Mills; and

THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF MILLS, WYOMING that the following fees will be as follow until changed by resolution:

FEE SCHEDULE

Planning & Zoning Fees

Site Plan Review	\$10.00 per Dwelling *250.00 min. - \$1,000.00 max.
Plat or Re-Plat	\$10.00 per Lot *250.00 min. - \$1,000.00 max.
Zone Change	\$275.00
Variances	\$275.00
Vacation	\$275.00
Special Use Permit	\$250.00
Annexation	\$875.00
Conditional Use Permit	\$275.00
Recordation	\$150.00
Mobile Home/ RV Park License	\$125.00
Mobile Home Compliance Inspection	\$275.00

Building Permit Fees

Fees Based on Valuation of Improvements Unless Otherwise Indicated Below.

* See Attached Chart.

Plan Review (Residential)	\$100.00
Plan Review (Commercial)	\$400.00
Plan Review (Landscaping)	\$30.00
Outside Plumbing	\$30.00
Fuel/Gas/Appliance	\$30.00
Demolition (Residential)	\$35.00
Demolition (Commercial)	\$60.00
Fencing	\$20.00
Porch/Deck	\$35.00

Sign	\$40.00
Street Cut	\$25.00
Mobile Home (Single Wide)	\$35.00
Mobile Home (Double Wide)	\$70.00
*Initial Building Permit	\$35.00
*Initial Plumbing Permit	\$35.00
*Initial Roofing Permit	\$35.00
Re-Inspection Fee (Each Occurrence)	\$35.00

* Permit Fee shall be \$35.00 for the first \$1,000.00, plus \$5.50 for each \$1,000.00, or fraction thereof

After-The-Fact Permits (Development Initiated before Review and Approval of a Complete Application) may be assessed double the Initial Fee.

Electrical Permit Fees

RESIDENTIAL & MOBILE HOMES (SINGLE FAMILY)

50 Amp Service	\$50.00	150 Amp Service	\$75.00
60 Amp Service	\$50.00	200 Amp Service	\$100.00
100 Amp Service	\$50.00	300 Amp Service	\$150.00
125 Amp Service	\$75.00	400 Amp Service	\$200.00

Inspection fees for residential services larger than 400 amps will be calculated based upon the "Commercial & Industrial" table

	60 AMP	100 AMP	150 AMP	200 AMP
Mobile Home Parks	\$50.00 Each	\$50.00 Each	\$75.00 Each	\$100.00 Each

Commercial and Industrial	120/208 or 240v 1 Phase	120/208 or 240v 3 Phase	480v 3 Phase	Over 480v
60 AMP	\$50.00	\$50.00	\$50.00	\$50.00
100 AMP	\$50.00	\$50.00	\$50.00	\$50.00
125 AMP	\$75.00	\$75.00	\$80.00	\$80.00
150 AMP	\$75.00	\$75.00	\$80.00	\$80.00
200 AMP	\$100.00	\$100.00	\$110.00	\$110.00
225 AMP	\$100.00	\$100.00	\$110.00	\$110.00
300 AMP	\$150.00	\$150.00	\$175.00	\$200.00
400 AMP	\$200.00	\$200.00	\$225.00	\$225.00
600 AMP	\$225.00	\$225.00	\$250.00	\$300.00
800 AMP	\$300.00	\$325.00	\$350.00	\$400.00
1000 AMP	\$350.00	\$400.00	\$450.00	\$500.00
1200 AMP	\$400.00	\$450.00	\$500.00	\$600.00
1600 AMP	\$550.00	\$600.00	\$650.00	\$800.00
2000 AMP	\$800.00	\$850.00	\$900.00	\$1,000.00
2500 AMP	\$1,000.00	\$1,100.00	\$1,150.00	\$1,200.00
3000 AMP	\$1,200.00	\$1,250.00	\$1,300.00	\$1,500.00
4000 AMP	\$1,600.00	\$1,700.00	\$1,800.00	\$2,000.00
5000 AMP	\$2,000.00	\$2,100.00	\$2,300.00	\$2,500.00

Temporary Services - \$40.00 each

Remodels of residential units-\$20.00 plus two (2) percent of the value of any electrical installation included in the remodel.

All other electrical installations: \$20.00 plus \$.50 per ampere rating of the electrical service.

Re-inspections: \$50.00 Plus \$.20 per ampere rating of the electrical service.

Administrative Fees

Copies (8 ½ X 11, or 8 ½ X 14)	\$0.50 per page
Fax	\$1.00 per page
Scanning Documents	\$0.50 per page
Notary Services	\$1.00 per signature
Research (Less than three years)	\$25.00 per hour
Research (More than three years)	\$40.00 per hour
Rental of Community Hall	\$100.00 per day (plus \$500.00 deposit)
Rental of Community Center	\$200.00 per day (plus \$500.00 deposit)
Rental of Park Shelter	\$50.00 per day (plus \$100.00 deposit)
24 Hour Malt Beverage (Alcohol Permit)	\$50.00 per day
Catering Permit (Liquor License Holders)	\$100.00 per day
Extra Garbage Fee (Residential)	\$10.00 per incidence
Hydrant Water	\$35.00 per month, plus \$5.00 per 1/000 gallons used
Non-Sufficient Funds (Returned Check Charge)	\$35.00 per check

DATED this _____ day of _____, 2019

Seth Coleman, Mayor

Sara McCarthy, Council

James Hollander, Council

Christine Trumbull, Town Clerk

Darla R. Ives, Council

Ronald Wales, Council

RESOLUTION NO. 2019-14

A RESOLUTION CONFIRMING APPOINTMENTS AND SETTING TERMS OF SEVERAL TOWN OF MILLS APPOINTED EMPLOYEES

WHEREAS, The Town of Mills has various positions that as per Town Ordinances and state law they are to be filled by appointment, and:

WHEREAS, The Town of Mills Mayor is the town officer who is responsible to make appointments to these positions, and:

WHEREAS, The Town of Mills Governing body has the responsibility to review and confirm such appointments if it sees that such is in the best interest of the town, and:

WHEREAS, The Town of Mills desires to establish the terms of the appointed positions, as March 13, 2019 running to January 31, 2024, or until such time after the term has expired that a reappointment or appointment has been made.

Town Administrator:

Mike Coleman

Town Clerk:

Christine Trumbull

Town Treasure:

Christi MacRae

Town Attorney:

Patrick Holscher

Police Chief:

Bryon Preciado

Fire Chief:

Unfilled

Assistant Fire Chief:

Justin Melin

Building Official:

Kevin O'Hearn

Court Clerk:

Marcy Satterfield

Town Planner:

Scott Radden

**NOW THEREFORE, BE IT RESOLVED, BY THE GOVERNING BODY OF THE
TOWN OF MILLS, WYOMING,** that the term of the appointments be such as listed.
It is further resolved that the appointments made by Mayor Seth Coleman are confirmed.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2019.

Mayor Seth Coleman

Town Clerk, Christine Trumbull

Councilman Darla R. Ives

Councilman Sara McCarthy

Councilman James Hollander

Councilman Ronald Wales



RESOLUTION NO. 2019-15

A RESOLUTION INCREASING THE SUMMER FEST BUDGET TO \$18,500

WHEREAS; The Governing Body of the Town of Mills wishes to increase the Summer Fest budget \$8500.00 more, and

WHEREAS; The Governing Body of the Town of Mills wishes to set the new budget amount to \$18,500.00 to be applied to the council goals line item of the fiscal year 2019 budget.

NOW THEREFORE, BE IT RESOLVED, BY THE GOVERNING BODY OF THE TOWN OF MILLS, WYOMING, That the new budget amount of \$18,500 be set for the 2019 Summer Fest event.

PASSED, APPROVED AND ADOPTED THIS 18TH, DAY OF MARCH, 2019

Mayor Seth Coleman

Town Clerk, Christine Trumbull

Councilman Darla R. Ives

Councilman Sara McCarthy

Councilman James Hollander

Councilman Ronald Wales



RESOLUTION NO. 2019-17

**A RESOLUTION AUTHORIZING THE TOWN ATTORNEY TO SETTLE THE CASE WITH
MARLIN LEASING TO RELEASE THE COMPLAINT WITH PREJUDICE**

WHEREAS; The Governing Body of the Town of Mills, authorizing the Town Attorney to settle the case with Marlin Leasing to release the complaint with prejudice, and

WHEREAS; The Governing Body of the Town of Mills, authorizing the simple release of the matter and Marlin will write off the remaining amounts due under the leases, and

NOW THEREFORE, BE IT RESOLVED, BY THE GOVERNING BODY OF THE TOWN OF MILLS, WYOMING, authorizing the Town Attorney to settle the case with Marlin Leasing and release the complaint with prejudice.

PASSED, APPROVED AND ADOPTED THIS 18TH, DAY OF MARCH, 2019

Mayor Seth Coleman

Town Clerk, Christine Trumbull

Councilman Darla R. Ives

Councilman Sara McCarthy

Councilman James Hollander

Councilman Ronald Wales