

Mayor Seth Coleman | Council President– Sara McCarthy Council Members: Darla Ives, James Hollander, and Ron Wales.

	<ul style="list-style-type: none"><li>• <b><u>Legal</u></b></li></ul>	
17.	<b><u>Open Discussion:</u></b>	
17.	<b><u>ADJOURNMENT</u></b>	

\*\*\*AGENDA SUBJECT TO CHANGE WITHOUT NOTICE\*\*\*

#### Upcoming Council Meetings

**Work Sessions:** April 13<sup>th</sup>, 2020 @ 9:00am/ April 14<sup>th</sup>, 2020 @ 6:0pm/April 28<sup>th</sup>, 2020 @ 6:00pm

**Council Meetings:** April 14<sup>th</sup>, 2020 @ 7:00pm/ April 28<sup>th</sup>, 2020 @ 7:00pm/ May 12<sup>th</sup>, 2020 @ 7:00pm





## REGULAR TOWN HALL MEETING

February 25<sup>th</sup> , 2020

**Meeting called to order by Mayor Coleman at 7:00PM**

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

**Pledge of Allegiance:**

**Approval of the Meeting Minutes from February 11<sup>th</sup>, 2020**

Councilman Wales made the motion to approve the meeting minutes from February 11<sup>th</sup>, 2020.  
Councilman McCarthy seconded. All Ayes Motion carried.

**Awards: John Dierenfeldt III:**

Fire Chief Dave North stood up and talked about the position that was open and that they had many great applicants and decided that John was the best candidate for this position. John came up with his wife and his wife pinned his new captain badge on him. The Mayor also gave John an award for being on the SRT team and thanked him for his hard work and dedication.

**New Contractor and Business Licenses: ( 2 )**

1. Forefront Real Estate
2. Toland Construction

Councilman Ives made the motion to approve the two new contractor and business licenses.  
Councilman Wales seconded. All Ayes-Motion carried.

**Renewal Business and Contractor Licenses: ( 13 )**

1. Adhern Rentals
2. Champion Windows
3. First Interstate Bank
4. Fossil Creek Storage
5. Hercules Industries
6. Installation & Service
7. J & G Landscaping
8. Keyhole Technologies
9. Mobile Concrete
10. Wagon Wheel
11. Wyatt Electric
12. Wyoming Steel & Recycling
13. Wyoming Trading

Councilman McCarthy made the motion to approve the thirteen renewal business and contractor licenses. Councilman Hollander seconded. All Ayes-Motion carried.

**Ordinance 741: Second Reading:** An Ordinance Annexing Lands Located In and Being Portions of Sections 1,2,3,10,11 and 12, Township 33 North Range 80 West and Portions of Sections 6 and 7, Township 33 North Range 79 West of the Sixth Principal

Councilman Wales made the motion to approve Ordinance 741 on second reading. Councilman Hollander seconded. All Ayes-Motion carried.

**Approve the Payroll Reports and Expenditures:**

- **Fire Employees:** 1-29-2020 to 2-9-2020.....\$14,294.33
- **Town Employee** 2-3-2020 to 2-16-2020.....\$102,802.27

Councilman McCarthy made the motion to approve the payroll reports for the fire and town employees. Councilman Hollander seconded. All Ayes-Motion carried.

**Pay Bills on Voucher List and the Petty Cash Report and approve the voided and manual Checks:**

- **Petty Cash:** .....\$0.00
- **Vouchers:** .....\$110,693.43
- **Manual Checks:** .....
  - Town.....\$19,997.40
  - Court.....\$0.00
- **Voided:** .....\$103.35

Councilman Wales made the motion to approve the vouchers, and petty cash report and approve the voided and manual checks. Councilman Ives seconded. All Ayes- Motion carried.

**Council Approval of the January 2020 Ban Reconciliation Report:**

Councilman Ives made the motion to approve the January 2020 Bank Reconciliation Report. Councilman Wales seconded. All Ayes-Motion carried.

**Council Approval of the January 2020 Court Income Report:**

Councilman McCarthy made the motion to approve the January 2020 Court Income Report. Councilman Hollander seconded. All Ayes-Motion carried.

**Council Authorizes the Mayor to Negotiate on Behalf of the Town with Cornerstone Apartments:**

Councilman Wales made the motion authorizing the Mayor to negotiate on behalf of the Town with Cornerstone Apartments. Councilman Ives seconded. All Ayes-Motion carried.

**Council Approves Purchasing an Easement for the Purpose of Constructing a Water Main Line Between Two Town Of Mills Water Tanks Across the Real Property Of Mark Nogle for the Amount of \$10,000 And The Waiver Of One (1) Tap Fee On An Existing Water Line or Water Line To Be Constructed In The Future**

Councilman Wales made the motion approving the purchasing an easement for the purpose of constructing a water main line between two Town of Mills Water Tanks across the Real Property of Mark Nogle for the Amount of \$10,000 and the waiver of one (1) tap fee on an existing water line or water line to be constructed in the future. Councilman Ives seconded. All Ayes-Motion carried.

**Open Discussion:**

**Diane Komma:**

Diane wanted to comment on the passage of Ordinance 739. She is concerned about her livestock with this ordinance. She wants to know if she would be grandfathered in with the way her property has livestock on it. Attorney Pat Holscher stated that your situation does not change you are considered agriculture in the county and in the Town you will be Urban Agriculture. It is basically the same thing. The part that you read is that if a real estate developer, developed the area and put in covenants that restrict the property that buys from them. Pat stated to Diane that would be an agreement with the developer and the home owners. It does not involve the town. Casper has many examples of this issue that does not involve the town. The towns do not have a role in that issue. Diane talked about the layout and ownership of the land that she owns. She wanted to know who she has to talk to get his all cleared up. Scott Radden Town Planner stated that you have to go through the County. The Town of Mills does not have those records. Pat stated that all ownership is at the County. Diane stated that his they wanted to give some of the property to the kids will it still stay Urban Ag. Mayor stated that it

would stay what it is now. Pat stated that if you change the way it is used then that would change the area that is being changed. Basically if you change the character of the use then it will change.

**Jim Komma:**

Jim wanted to know if they plan to put a barn or other structures out there would that change anything. Can he do the same things he is doing? Scott stated that there is not restrictions. Mayor stated that it is not our concern what you are doing, unless you again change the character of the use. Like adding a shopping mall. Mayor stated again that the Town is flexible and will work with you all. We want flexibility and want you to expand.

**Executive Session: Legal Issue**

Councilman Wales made the motion to go into Executive Session for a Legal Issue at 7:20pm. Councilman Ives seconded. All Ayes-Motion carried.

Back from Executive Session at 7:39pm. No Action Taken

**ADJOURNMENT:** Councilman Wales made the motion to adjourn the council meeting at 7:40pm. Councilman Ives seconded. All Ayes-Motion carried.

Mayor Seth Coleman: \_\_\_\_\_

Attested: Christine Trumbull \_\_\_\_\_



## Special Session Council Meeting

March 2<sup>nd</sup>, 2020

Meeting called to order by Mayor Coleman at 3:05 pm.

**Present:** Mayor Coleman, Councilman Ives, Councilman McCarthy Councilman Hollander (Absent), Councilman Wales (Absent)

**Pledge of Allegiance:**

**Mayor asked for a motion to go into Executive Session for a Personnel Issue:**

Councilman Ives made the motion at 3:06 pm for the council to go into Executive Session for a Personnel Issue. Councilman McCarthy seconded. All Ayes-Motion carried.

Back from Executive Session at 3:17 pm.

Mayor asked for a motion to approve the contract for the Fire Union for FY 2020-2021. Councilman McCarthy made a motion to approve the Fire Union Contract for FY 2020-2021. Councilman Ives seconded. All Ayes-Motion carried.

**ADJOURNMENT:** Councilman McCarthy made the motion to adjourn the council meeting at 3:17 pm. Councilman Ives seconded. All Ayes-Motion carried.

Mayor Seth Coleman: \_\_\_\_\_

Attested: Christine Trumbull \_\_\_\_\_

# Council Meeting MAR 10, 2020

## NEW CONTRACTOR LICENSES

	<b>BUSINESS NAME</b>	<b>CONTRACTOR ID</b>	<b>INSURANCE</b>	<b>FIRE</b>
1	Anchor Electric	Yes	Yes	N/A

## RENEWAL CONTRACTOR LICENSES

	<b>BUSINESS NAME</b>	<b>CONTRACTOR ID</b>	<b>INSURANCE</b>	<b>FIRE</b>
1	Eagle Electric	Yes	Yes	N/A
2	Elkhorn Electric	Yes	Yes	N/A
3	Gaddis Custom Building	Yes	Yes	N/A
4	Ginsbach Construction	Yes	Yes	N/A
5	Summit Roofing	Yes	Yes	N/A
6	Treto Construction	Yes	Yes	N/A
7				
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23				





License # 9692

# Application for Contractor License - Town of Mills

DATE 3-3-2020

Incomplete Applications will be returned. Complete all fields in RED



I, Clinton T. Reeder, the Manager of Anchor Electric, Inc.  
NAME TITLE (i.e. owner, manager, etc.) BUSINESS NAME (as it will appear on the license)

located at 424 N. Fenway Street Casper, WY 82601  
BUSINESS PHYSICAL STREET ADDRESS CITY, STATE, ZIP

- New
- Renewal
- Expired (fee is doubled)

Commercial \$35.00

**PAID**  
MAR 03 2020  
TOWN OF MILLS

do hereby apply to the Town Council of the Town of Mills for a Contractor License to operate my business within the Town of Mills

period of ONE year, beginning the 10 day of MARCH, 2020.

Business mailing address: 424 N. Fenway Street  
City Casper State WY Zip 82601

Business phone #: (307)234-8799 Contractor ID #: C-653

Contractor ID # issued by: Natrona County City of Casper Town of Mills State of Wyo  
(circle one)

Signed Clinton T. Reeder Print Name Clinton T. Reeder

**Fee is to be PAID before license is approved**

A contractor license is required for a contractor to operate business within the Town of Mills. Please call Town Hall at 234.6679 if you have any questions.

**OFFICE USE ONLY**

I, CHRISTINE TRUMBULL, Town Clerk of the Town of Mills Wyoming, do hereby certify that the above license was read, examined and was / was not granted at a regular meeting of the Town Council held on the 10 day of MARCH, 2020.

Attest \_\_\_\_\_  
Town Clerk

Fire Inspection Fire Inspection Completed Date N/A

Proof of Liability Insurance: Insurance Expiration Date: 11-16-2020

(The Town must have a copy of your Certificate of Liability from your insurance company)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/03/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FEDERATED MUTUAL INSURANCE COMPANY HOME OFFICE: P.O. BOX 328 OWATONNA, MN 55060	CONTACT NAME: CLIENT CONTACT CENTER
	PHONE (A/C, No, Ext): 888-333-4949      FAX (A/C, No): 507-446-4664
INSURED ANCHOR ELECTRIC, INC.  181-192-6 424 N FENWAY ST CASPER, WY 82601-2135	E-MAIL ADDRESS: CLIENTCONTACTCENTER@FEDINS.COM
	INSURER(S) AFFORDING COVERAGE
	INSURER A: FEDERATED MUTUAL INSURANCE COMPANY      NAIC # 13935
	INSURER B: FEDERATED SERVICE INSURANCE COMPANY      28304
	INSURER C:
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES      CERTIFICATE NUMBER: 108      REVISION NUMBER: 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> BUSINESS OWNER'S LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	N	N	6110675	11/16/2019	11/16/2020	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPI/OP AGG \$2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY	N	N	6110676	11/16/2019	11/16/2020	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION	N	N	6110677	11/16/2019	11/16/2020	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000
A	<del>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</del> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	6110675	11/16/2019	11/16/2020	PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
STOP-GAP (EMPLOYER'S LIABILITY) COVERED STATE(S) WY

### CERTIFICATE HOLDER

181-192-6      108 0  
TOWN OF MILLS  
PO BOX 789  
MILLS, WY 82644-0789

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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# City of Casper, Wyoming

ANCHOR ELECTRIC

has met the requirements set forth by the City of Casper and  
is competent to perform work as a

Electrical Contractor

CL-19-489

This License Expires: 12/31/2020

2699

SCANNED

SCANNED

9692



STATE OF WYOMING  
DEPARTMENT OF FIRE  
PREVENTION AND  
ELECTRICAL SAFETY



Anchor Electric, Inc.  
ELECTRICAL CONTRACTOR

LICENSE NUMBER  
C-653



EXPIRATION DATE  
07/01/2020

SCANNED

SCANNED

**Resolution No. 2020-05**

A RESOLUTION APPROVING A SITE PLAN FOR 3,200 SQ. FT. COMMERCIAL BUILDING, LOCATED ON LOTS 7 & 8 AND PORTIONS OF LOTS 3 & 4, BLOCK 12, MOUNTAIN VIEW SUBURB, TOWN OF MILLS, WY, NATRONA COUNTY, WYOMING

WHEREAS, an application was submitted to the Town for a 3,200 Sq. Ft. commercial building, located on Lots 7 & 8 and portions of Lots 3 & 4, Block 12, Mountain View Suburb; and

WHEREAS, the property is zoned Established Business(E-B); and

WHEREAS, the Town Staff and Utility Providers have reviewed the information submitted and found the site plan complies with the Town of Mills Zoning regulations and requirements; and

WHEREAS, Staff forwarded a "Do Pass" recommendation to the Town Council, in consideration of the site plan at a meeting on 10 March 2020; and

THEREFORE, BE IT RESOLVED, the Mills Town Council considered the application and recommendations of staff, at a Council meeting held on 10 March 2020, and approved the proposed 3,200 sq. ft. commercial building, located Lots 7 & 8 and portions of Lots 3 & 4, Block 12, Mountain View Suburb, Town of Mills, Natrona County, Wyoming with the following conditions:

1. That prior to obtaining building permits to construct, the Owner signs a Site Plan Agreement which will be recorded with the Natrona County Clerk's office stating construction will comply with all design provisions as shown on the Site Plan and any other improvements required by the Town of Mills.
2. The Owner obtains all required building permits, and complies with all Mills Code and inspection requirements, and State and Federal regulations.
3. That prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the Town Planner, Town Engineer, Public Works Director, Fire Inspector, and Building Inspector.

PASSED, APPROVED, AND ADOPTED this 10<sup>th</sup> Day of March 2020.

TOWN OF MILLS, WYOMING

\_\_\_\_\_  
Seth Coleman, Mayor

\_\_\_\_\_  
Sara McCarthy, Council

\_\_\_\_\_  
Darla R. Ives, Council

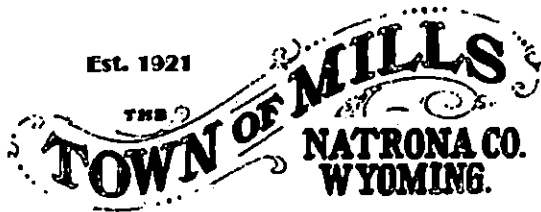
\_\_\_\_\_  
James Hollander, Council

\_\_\_\_\_  
Ronald Wales, Council

ATTEST:

\_\_\_\_\_  
Christine Trumbull, Town Clerk





704 Fourth Street  
P.O. Box 789  
Mills, Wyoming 82644  
Phone: 307-234-6679  
Fax: 307-234-6528

## MEMORANDUM

**Date:** 6 March 2020  
**To:** Mills Planning and Zoning Board  
**From:** Scott Radden, Town Planner  
**Subject:** 10 March Town Council Meeting

**SP 1-2020 (Review):** A site plan for 4830 Oregon Trail, a 3,200 sq. ft. commercial building, located on Lots 7 & 8 and portions of Lots 3 & 4, Block 12, Mountain View Suburb, Town of Mills, WY (Owner/Applicant: Joseph A. Dennis, Jr.).

### Background:

Mr. Joe Dennis, Jr. is the owner of Lots 7 & 8 and portions of Lots 3 & 4, Block 12, Mountain View Suburb, Town of Mills, WY. The combined lots are approximately .47 acres in size, and zoned Established Business (E-B). It is surrounded by E-B Zoning on all other sides. Mr. Dennis is proposing to build a 3,200 sq. ft. shop for his business, American Plumbing & Heating. There is an existing residential structure (legal, non-conforming) and shop on the property.

### Notifications were sent to utility providers on 18 February 2020:

Chris Coziähr (Rocky Mountain Power) responded on 18 February 2020: "Rocky Mountain Power has an overhead power line through this lot. The new building must maintain the 20' clearance from the overhead conductor. If the line has to be moved the customer will bear the full cost of the relocation, along with any new easements." The owner was provided approval by Jeri Leech at a field inspection (for proposed location).

### Notifications were provided to Staff Members on 18 February 2020:

No comments were received from Staff as of writing this report.

### General Notes:

1. **Parking** – 3 parking spaces (10 x 20) plus 1 per employee & 1 ADA (13' x 20') accessible parking space
2. **Signs** – None Proposed
3. **Fencing** – None Proposed
4. **Lighting** – Lighting on exterior building (LED wall packs).

5. **Landscaping** – There is existing organic landscaping around the residential structure - Estimated to be approximately 6,340 sq. ft. (or 27 percent of total area). Eight (8) percent is required.

**Staff Recommendation:** Staff recommends the Planning and Zoning Board forward a “do pass” recommendation to the Town Council to approve the site plan for 4830 Oregon Trail, a 3,200 sq. ft. commercial building, located on Lots 7 & 8 and portions of Lots 3 & 4, Block 12, Mountain View Suburb, Town of Mills, WY with the following conditions:

1. That prior to obtaining building permits to construct, the Owner signs a Site Plan Agreement which will be recorded with the Natrona County Clerk’s office stating construction will comply with all design provisions as shown on the Site Plan and any other improvements required by the Town of Mills.
2. The Owner obtains all required building permits, and complies with all Mills Code and inspection requirements, and State and Federal regulations.
3. That prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the Town Planner, Town Engineer, Public Works Director, Fire Inspector, and Building Inspector.

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**TOWN OF MILLS**  
EST. 1921

**PAYROLL**

**Reg/Police**

**FOR APPROVAL AT THE 3-10-2020 COUNCIL MEETING**

**2-17-2020 to 3-1-2020**

NET.....**\$68,028.51**

DEDUCTIONS.....**\$27,848.63**

- Federal Taxes..\$7813.00
- Medicare..\$1340.54
- Retirement..\$8204.00
- Social Security..\$5731.92
- Supplemental Retirement..\$910.00
- Supplemental Insurance..\$707.82
- Insurance..\$3141.35

TOTAL PAYROLL.....**\$95,877.14**

\_\_\_\_\_  
Town Clerk, Christine Trumbull

\_\_\_\_\_  
Mayor, Seth Coleman



**TOWN OF MILLS**  
EST. 1921

**PAYROLL**

Fire

FOR APPROVAL AT 3-10-2020 COUNCIL MEETING

2-10-2020 to 2-21-2020

NET.....**\$8,712.50**

DEDUCTIONS.....**\$3665.02**

- Federal Taxes..\$766.00
- Medicare..\$161.67
- Retirement..\$1206.20
- Insurance..\$1209.77
- Union Dues..\$175.00
- Supplemental Insurance..\$146.38

TOTAL PAYROLL.....**\$12,377.52**

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Town Clerk, Christine Trumbull

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Mayor, Seth Coleman



**TOWN OF MILLS**  
EST. 1921

**PAYROLL**

Fire

FOR APPROVAL AT 3-10-2020 COUNCIL MEETING

2-22-2020 to 3-4-2020

NET.....**\$9,218.34**

DEDUCTIONS.....**\$3797.48**

- Federal Taxes..\$827.00
- Medicare..\$170.93
- Retirement..\$1268.40
- Insurance..\$1209.77
- Union Dues..\$175.00
- Supplemental Insurance..\$146.38

TOTAL PAYROLL.....**\$13,015.82**

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Town Clerk, Christine Trumbull

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Mayor, Seth Coleman

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.

[Report].Vendor Number = {&lt;-&gt;} {AND} 380 {AND} 4910 {AND} 790 {AND} 1310 {AND} 1340 {AND} 2080 {AND} 4200 {AND} 4210 {AND} 5470 {AND} 5480 {AND} 5950 {AND} 6480 {AND} 7040 {AND} 7280 {AND} 6450 {AND} 7170

[Report].Vendor Number = {OR} {IS NULL}

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
<b>Air Comfort Complete, Inc</b>								
7470	Air Comfort Complete, Inc	WYSC52861	02/20/2020	244.82 ✓	244.82	03/09/2020	03/09/2020	24899
Total Air Comfort Complete, Inc:				244.82	244.82			
<b>All Out Fire, Inc</b>								
310	All Out Fire, Inc	24866	02/20/2020	60.00 ✓	60.00	03/09/2020	03/09/2020	24900
Total All Out Fire, Inc:				60.00	60.00			
<b>Amazon Capital Services, Inc</b>								
7825	Amazon Capital Services, Inc	117W-PJHK-H	01/17/2020	179.00 ✓	179.00	03/09/2020	03/09/2020	24901
7825	Amazon Capital Services, Inc	14PD-R9DN-3	02/26/2020	34.80 ✓	34.80	03/09/2020	03/09/2020	24901
7825	Amazon Capital Services, Inc	19C4-CHJJ-MV	02/25/2020	319.75 ✓	319.75	03/09/2020	03/09/2020	24901
7825	Amazon Capital Services, Inc	1VCH-JCVM-F	02/19/2020	11.99 ✓	11.99	03/09/2020	03/09/2020	24901
7825	Amazon Capital Services, Inc	1VCH-JCVM-F	02/19/2020	11.99 ✓	11.99	03/09/2020	03/09/2020	24901
7825	Amazon Capital Services, Inc	1VCH-JCVM-F	02/19/2020	395.95 ✓	395.95	03/09/2020	03/09/2020	24901
7825	Amazon Capital Services, Inc	1VCH-JCVM-F	02/19/2020	13.98 ✓	13.98	03/09/2020	03/09/2020	24901
Total Amazon Capital Services, Inc:				967.46	967.46			
<b>AMBI Mail &amp; Marketing, Inc</b>								
140	AMBI Mail & Marketing, Inc	20-02-095	02/18/2020	31.13 ✓	31.13	03/09/2020	03/09/2020	24902
Total AMBI Mail & Marketing, Inc:				31.13	31.13			
<b>Atlas Office Products, Inc</b>								
620	Atlas Office Products, Inc	57094-1	02/18/2020	29.78 ✓	29.78	03/09/2020	03/09/2020	24903
620	Atlas Office Products, Inc	57352-0	02/24/2020	138.10 ✓	138.10	03/09/2020	03/09/2020	24903
620	Atlas Office Products, Inc	57416-0	02/27/2020	239.90 ✓	239.90	03/09/2020	03/09/2020	24903
620	Atlas Office Products, Inc	57431-0	02/27/2020	40.68 ✓	40.68	03/09/2020	03/09/2020	24903
Total Atlas Office Products, Inc:				448.46	448.46			
<b>Balco Uniform Company, Inc</b>								
7726	Balco Uniform Company, Inc	56673	02/26/2020	1,288.53 ✓	1,288.53	03/09/2020	03/09/2020	24904
Total Balco Uniform Company, Inc:				1,288.53	1,288.53			
<b>Casper Tire, Inc</b>								
1280	Casper Tire, Inc	162046	02/26/2020	15.00 ✓	15.00	03/09/2020	03/09/2020	24905
Total Casper Tire, Inc:				15.00	15.00			
<b>City of Casper</b>								
1510	City of Casper	182752	02/19/2020	402.39 ✓	402.39	03/09/2020	03/09/2020	24906
1510	City of Casper	182758	02/20/2020	617.04 ✓	617.04	03/09/2020	03/09/2020	24906
1510	City of Casper	182779	02/20/2020	185.64 ✓	185.64	03/09/2020	03/09/2020	24906
1510	City of Casper	182803	02/21/2020	412.08 ✓	412.08	03/09/2020	03/09/2020	24906
1510	City of Casper	182815	02/24/2020	2,250.00 ✓	2,250.00	03/09/2020	03/09/2020	24906



Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
1510	City of Casper	182824	02/24/2020	726.75 ✓	726.75	03/09/2020	03/09/2020	24906
1510	City of Casper	182834	02/25/2020	28,023.70 ✓	28,023.70	03/09/2020	03/09/2020	24906
1510	City of Casper	182849	02/25/2020	464.10 ✓	464.10	03/09/2020	03/09/2020	24906
1510	City of Casper	182878	02/26/2020	392.70 ✓	392.70	03/09/2020	03/09/2020	24906
1510	City of Casper	182895	02/27/2020	212.67 ✓	212.67	03/09/2020	03/09/2020	24906
1510	City of Casper	182902	02/27/2020	2,011.26 ✓	2,011.26	03/09/2020	03/09/2020	24906
1510	City of Casper	182929	02/28/2020	385.05 ✓	385.05	03/09/2020	03/09/2020	24906
Total City of Casper:				36,083.38	36,083.38			
<b>Donna Kennedy</b>								
7937	Donna Kennedy	008294	02/08/2020	209.75 ✓	209.75	03/09/2020	03/09/2020	24907
Total Donna Kennedy:				209.75	209.75			
<b>Energy Laboratories Inc</b>								
2370	Energy Laboratories Inc	296176	02/12/2020	44.00 ✓	44.00	03/09/2020	03/09/2020	24908
2370	Energy Laboratories Inc	296386	02/14/2020	88.00 ✓	88.00	03/09/2020	03/09/2020	24908
2370	Energy Laboratories Inc	298488	02/26/2020	209.00 ✓	209.00	03/09/2020	03/09/2020	24908
Total Energy Laboratories Inc:				341.00	341.00			
<b>Haid's Plumbing &amp; Heating</b>								
2970	Haid's Plumbing & Heating	125208	02/25/2020	240.91 ✓	240.91	03/09/2020	03/09/2020	24909
Total Haid's Plumbing & Heating:				240.91	240.91			
<b>Hand &amp; Hand</b>								
2980	Hand & Hand	01312020	01/31/2020	1,443.50 ✓	1,443.50	03/09/2020	03/09/2020	24910
Total Hand & Hand:				1,443.50	1,443.50			
<b>Hasler</b>								
3030	Hasler	MARCH 2020	03/04/2020	5,000.00	5,000.00	03/04/2020	03/04/2020	24890
Total Hasler:				5,000.00	5,000.00			
<b>Hub International Mountain States LTD</b>								
3190	Hub International Mountain States	1773208	02/20/2020	50.00 ✓	50.00	03/09/2020	03/09/2020	24911
Total Hub International Mountain States LTD:				50.00	50.00			
<b>IAPE</b>								
7975	IAPE	LI751334	02/28/2020	395.00 ✓	395.00	03/09/2020	03/09/2020	24912
Total IAPE:				395.00	395.00			
<b>Life Assist</b>								
3930	Life Assist	972663	02/07/2020	449.40 ✓	449.40	03/09/2020	03/09/2020	24913
3930	Life Assist	974446	02/14/2020	69.70 ✓	69.70	03/09/2020	03/09/2020	24913
Total Life Assist:				519.10	519.10			
<b>Mastercard</b>								
4170	Mastercard	46212735	02/25/2020	267.84 ✓	267.84	03/09/2020	03/09/2020	24914
4170	Mastercard	476292	02/27/2020	396.95 ✓	396.95	03/09/2020	03/09/2020	24914
4170	Mastercard	65296G	02/19/2020	22.49 ✓	22.49	03/09/2020	03/09/2020	24914

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
4170	Mastercard	65518G	01/17/2020	245.79 ✓	245.79	03/09/2020	03/09/2020	24914
4170	Mastercard	67445G	02/28/2020	486.06 ✓	486.06	03/09/2020	03/09/2020	24914
4170	Mastercard	68466G	02/27/2020	15.90 ✓	15.90	03/09/2020	03/09/2020	24914
4170	Mastercard	AP16277	02/25/2020	6.49 ✓	6.49	03/09/2020	03/09/2020	24914
Total Mastercard:				1,441.52	1,441.52			
<b>Merback Awards</b>								
4260	Merback Awards	54654	02/17/2020	42.24 ✓	42.24	03/09/2020	03/09/2020	24915
Total Merback Awards:				42.24	42.24			
<b>Mike Roden</b>								
7702	Mike Roden	03022020	03/04/2020	550.00	550.00	03/04/2020	03/04/2020	24887
Total Mike Roden:				550.00	550.00			
<b>Mountain States Lithographing Inc</b>								
4490	Mountain States Lithographing Inc	200202	02/20/2020	62.53 ✓	62.53	03/09/2020	03/09/2020	24916
Total Mountain States Lithographing Inc:				62.53	62.53			
<b>Nates Flowers</b>								
4630	Nates Flowers	258769	02/19/2020	65.00 ✓	65.00	03/09/2020	03/09/2020	24917
Total Nates Flowers:				65.00	65.00			
<b>National Association of Chiefs of Police</b>								
7820	National Association of Chiefs of	02072020	02/07/2020	60.00 ✓	60.00	03/09/2020	03/09/2020	24918
Total National Association of Chiefs of Police:				60.00	60.00			
<b>Norco, Inc</b>								
4760	Norco, Inc	HO313284992	02/05/2020	311.09 ✓	311.09	03/09/2020	03/09/2020	24919
4760	Norco, Inc	HO313286062	02/19/2020	134.83 ✓	134.83	03/09/2020	03/09/2020	24919
4760	Norco, Inc	HO313286564	02/26/2020	39.53 ✓	39.53	03/09/2020	03/09/2020	24919
Total Norco, Inc:				485.45	485.45			
<b>Rocky Mountain Power</b>								
5560	Rocky Mountain Power	59285	03/04/2020	213.91	213.91	03/04/2020	03/04/2020	24886
Total Rocky Mountain Power:				213.91	213.91			
<b>Russell Industries, Inc.</b>								
5640	Russell Industries, Inc.	140324-00	02/26/2020	425.00 ✓	425.00	03/09/2020	03/09/2020	24920
Total Russell Industries, Inc.:				425.00	425.00			
<b>Safariland Group</b>								
5660	Safariland Group	I20-014546	02/05/2020	90.51 ✓	90.51	03/09/2020	03/09/2020	24921
Total Safariland Group:				90.51	90.51			
<b>Shirts &amp; More</b>								
5820	Shirts & More	38651	02/11/2020	120.00 ✓	120.00	03/09/2020	03/09/2020	24922

Vendor	Vendor Name	Invoice Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Last Check Date	Last Check Number
Total Shirts & More:				120.00	120.00			
<b>Sutherlands</b>								
6050	Sutherlands	178030	02/21/2020	97.15 ✓	97.15	03/09/2020	03/09/2020	24923
6050	Sutherlands	178071	02/24/2020	246.18 ✓	246.18	03/09/2020	03/09/2020	24923
6050	Sutherlands	178124	02/27/2020	9.98 ✓	9.98	03/09/2020	03/09/2020	24923
Total Sutherlands:				353.31	353.31			
<b>Verizon</b>								
6610	Verizon	9849045194	03/04/2020	138.66	138.66	03/04/2020	03/04/2020	24889
Total Verizon:				138.66	138.66			
<b>Water Deposit Refund</b>								
7869	Water Deposit Refund	16114.2	03/04/2020	55.90 ✓	55.90	03/04/2020	03/04/2020	24888
Total Water Deposit Refund:				55.90	55.90			
<b>WLC Engineering Inc</b>								
6920	WLC Engineering Inc	2020-10119	02/12/2020	600.00 ✓	600.00	03/09/2020	03/09/2020	24924
6920	WLC Engineering Inc	2020-10120	02/12/2020	3,521.28 ✓	3,521.28	03/09/2020	03/09/2020	24924
6920	WLC Engineering Inc	2020-10121	02/12/2020	1,265.00 ✓	1,265.00	03/09/2020	03/09/2020	24924
6920	WLC Engineering Inc	2020-10122	02/12/2020	11,880.55 ✓	11,880.55	03/09/2020	03/09/2020	24924
6920	WLC Engineering Inc	2020-10123	02/12/2020	924.00 ✓	924.00	03/09/2020	03/09/2020	24924
6920	WLC Engineering Inc	2020-10125	02/12/2020	7,044.45 ✓	7,044.45	03/09/2020	03/09/2020	24924
6920	WLC Engineering Inc	2020-10127	02/12/2020	801.50 ✓	801.50	03/09/2020	03/09/2020	24924
Total WLC Engineering Inc:				26,036.78	26,036.78			
Grand Totals:				77,478.85	77,478.85			



# TOWN OF MILLS

EST. 1921

## CHECK LIST FOR

March 10<sup>th</sup>, 2020

## COUNCIL MEETING

Town Hall

2-7-2020	24813	Void
2-24-2020	24878-24879	Transmittals
2-25-2020	24880-24890	Manual
3-5-2020	24891-24892	Payroll
3-5-2020	24893-24898	Transmittals
3-9-2020	24899-24924	Vouchers
	<b>Court</b>	
2-27-2020	1158	Manual

**COUNCIL:**

\_\_\_\_\_

**MAYOR:** \_\_\_\_\_

TOWN CLERK: \_\_\_\_\_



# TOWN OF MILLS

EST. 1921

## MANUAL CHECKS

### Town Hall

March 10<sup>th</sup>, 2020

## COUNCIL MEETING

2-24-2020	24880	Verizon	Phone Bill	\$1413.29
2-25-2020	24881	Wyoming Financial Insurance	Insurance	\$49,731.61
2-25-2020	24882	Rocky Mountain Power	Utilities	\$1128.38
2-25-2020	24883	Dave North	Per Diem	\$250.00
2-25-2020	24884	MasterCard	Payment	\$2536.30
3-2-2020	24885	Earl Lavake	Water Deposit Refund	\$19.67
3-4-2020	24886	Rocky Mountain Power	Utilities	\$213.91
3-4-2020	24887	Mike Roden	Stipen for Uniforms	\$550.00
3-4-2020	24888	Clark Mendes	Water Deposit Refund	\$55.90
3-4-2020	24889	Verizon	Machine to Machine Connection	\$138.66
3-4-2020	24890	Hasler	Money for Postage machine	\$5000.00

**TOTAL: \$61,037.72**



# TOWN OF MILLS

EST. 1921

## MANUAL CHECKS

### COURT

March 10<sup>th</sup>, 2020

## COUNCIL MEETING

2-27-2020	1158	Dawnyel Schlekeway	Bond Refund	\$60.00

**TOTAL:** \_\_\_\_\_ **\$60.00**



# TOWN OF MILLS

EST. 1921

## Voided Checks

March 10<sup>th</sup>, 2020

## Council Meeting

2-7-2020	24813	24884	MasterCard	Wrong Amount needed to Fix	\$2366.25
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**Town Hall Total: \$2366.25**



## February 2020 Account Balances

Repo	\$916,215.15
Water Deposit	\$70,800.29
Ambulance	\$500.00
Municipal Court	\$21,334.97
Court Bond	\$5,480.03
Police	\$794.50
Steel Eagle	\$500.00
WGIF Water Reserve	\$8,866.84
WGIF Sewer Reserve	\$111,221.58
WGIF Sanitation Reserve	\$135,524.21
WGIF General Fund Reserve	\$147,993.85
WGIF General Fund CD's	\$729,000.00
WGIF Reserve	\$32,775.95
WGIF Sewer Tap Reserve	\$69,619.80
WGIF Police Reserve	\$21,207.99
WGIF Parks Reserve	\$22,628.66
WGIF FD Trust Fund	\$257,007.15
WGIF #146 Radio Read Fund	\$20,974.74

Town Treasurer, Christina Pope

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Mayor, Seth Coleman



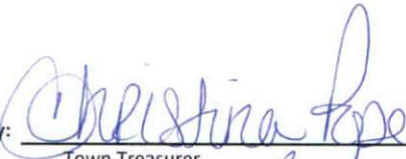
# COURT INCOME REPORT

## February 2020

	Date	Cash, Check, Card Payments	Bonds Received	Prior Bonds Applied/Forf.	Victims Comp	Court Cost / Restitution	MCPF (Dare)	Bank Fees	TOTAL
Sales Activity	2/3-2/7	\$6,558.00	\$2,090.00	\$427.00				\$162.36	\$4,732.64
Court Report		\$6,558.00	\$2,090.00	\$427.00				\$162.36	\$4,732.64
								Difference	\$0.00
Sales Activity	2/10-2/14	\$6,709.00	\$170.00	\$190.00					\$6,729.00
Court Report		\$6,709.00	\$170.00	\$190.00					\$6,729.00
								Difference	\$0.00
Sales Activity	2/18-2/21	\$5,487.00		\$640.00					\$6,127.00
Court Report		\$5,487.00		\$640.00					\$6,127.00
								Difference	\$0.00
Sales Activity	2/24-2/28	\$10,285.00	\$760.00	\$110.00					\$9,635.00
Court Report		\$10,285.00	\$760.00	\$110.00					\$9,635.00
								Difference	\$0.00
Sales Activity									\$0.00
Court Report									\$0.00
								Difference	\$0.00

Sales Activity Month Total	\$27,223.64
Proceedings Report Month Total	\$27,223.64
Difference	\$0.00
<b>Court Proceedings Check</b>	<b>\$27,223.64</b>

Division of Victim Services Checks

Completed by:   
Town Treasurer

Approved by:   
Court Clerk

Attested by:   
Town Clerk



**TOWN OF MILLS**  
EST. 1921

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

**PAID**

MAR 01 2020

Permit # \_\_\_\_\_

Fee \$ 50<sup>00</sup>

**Catering Permit Application**  
**TOWN OF MILLS**  
Permit Fees Are Nonrefundable

**ESTABLISHMENT APPLYING FOR PERMIT**

	BAYOU LIQUORS		BEACON CLUB
	BIDS PLACE		D's OREGON TRAIL BAR
	MAVERIK ADVENTURE STOP	X	STAGGERS BAR
	THE HIDEAWAY LOUNGE		UNCORKED FINE WINE AND SPIRITS

APPLICANT INFORMATION			
APPLICANT: <u>Staggers BAR</u>			
CONTACT PERSON: <u>Carmen Wisser or Jennifer Wieser</u>			
ADDRESS: <u>525 SW WY BLVD</u>			
CITY: <u>Mills</u>		STATE: <u>WY</u>	
TELEPHONE: <u>307-267-4124 or 307-<del>267</del>271-0160</u>			CELL: _____

EVENT INFORMATION			
EVENT NAME: _____			
TYPE OF EVENT: <u>Fundraiser</u> <input type="checkbox"/> WEDDING <input type="checkbox"/> REUNION <input type="checkbox"/> ART SHOW <input type="checkbox"/> PRIVATE COMPANY PARTY			
(Select One) <input type="checkbox"/> CONCERT <input checked="" type="checkbox"/> FUND RAISER <input type="checkbox"/> OTHER _____			
EVENT DATE: <u>7/10/20 - 7/11/20</u>		EVENT TIME: <u>8AM to 2AM</u>	
EVENT ADDRESS: <u>Town Halls 401 wasatch - LG 426 4th - Small Hall</u>			
OUTSIDE EVENT: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		STREET EVENT: YES <input type="checkbox"/> NO <input type="checkbox"/>	
STREET CLOSURE NEEDED: YES <input type="checkbox"/> NO <input type="checkbox"/>			
<u>patrons will be walking between community buildings open container.</u>			

FEES	
TOWN OF MILLS CATERING PERMIT: \$25.00 A DAY	NUMBER OF DAYS PERMITTED: <u>2</u>
TOWN OF MILLS CATERING PERMIT FEES ARE NON-REFUNDABLE:	TOTAL: <u>50<sup>00</sup></u>
APPLICANTS SIGNATURE: <u>[Signature]</u>	DATE: <u>3 4 20</u>

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

**Permit Issued Subject To Provisions of Town Ordinance**



704 Fourth Street  
P.O. Box 789  
Mills, Wyoming 82644  
Phone: 307-234-6679  
Fax: 307-234-6528

## CATERING LETTER

### MALT BEVERAGE/ALCOHOL

#### MUST CONTAIN THE FOLLOWING INFORMATION

1. NAME OF BUSINESS APPLYING FOR CATERING PERMIT
2. BUSINESS ADDRESS AND PHONE NUMBER
3. CONTACT PERSON OR PERSONS WITH PHONE NUMBERS
4. NAME OF EVENT
5. TYPE OF EVENT
6. WHERE THE EVENT WILL BE HELD
7. DATE OF EVENT
8. HOURS OF THE EVENT
9. ANY MUSIC OR GAMES, ETC THAT WILL BE AT THE EVENT AND THE HOURS
10. ALL LOCATIONS OF LIQUOR SALES
11. CATERING PERMIT FEE \$25.00
12. LETTER MUST BE RECEIVED 5 DAYS BEFORE THE COUNCIL MEETING TO BE APPROVED
13. MUST ATTEND COUNCIL MEETING TO GET APPROVED
14. SIGNATURE AND DATE REQUIRED

STAGGERS BAR

525 SW WYOMING BLVD

MILLS WY 82644

PHONE 307-267-4124 CARMEN OR 307-277-0160 JEN

EVENT: DEKYLN DEAN SHOOTOUT

THIS IS A FUNDRAISER FOR THE TEARS FOUNDATION

THE EVENT WILL BE HELD AT THE MILLS TOWN HALL AND  
SENIOR CENTER AREAS

DATES 7/10/20 AND 7/11/20

HOURS OF EVENTS WILL BE 8AM TO 2AM

WE WILL HAVE A JUKEBOX AT EVENT INSIDE TOWN HALLS

WE WOULD LIKE TO HAVE 2 BARS SET UP, ONE INSIDE EACH  
HALL .

WE ARE ALSO ASKING IF WE CAN HAVE AN OPEN CONTAINER  
WITH THOSE WALKING FROM HALL TO HALL . WE CAN FENCE IT  
IF ALLOWED AND SERVE NO GLASS.

Carmen Wiser 3/4/20



342020