

**REGULAR CITY COUNCIL
MEETING**

June 24, 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

Council President called the meeting to order at 7:01 pm

ROLL CALL

Present:

Mayor Juarez

President Neumiller

Council Butcher

Council McCarthy

Council Sutherland

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

Mayor closed the regular council session at 7:02pm.

1. Mills Downtown Riverfront Design Overlay District

Mayor Juarez declared the Public Hearing open for consideration of the Mills Downtown Riverfront Design Overlay District. 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 asked for a report from staff. Megan Nelms informed council that the public hearing is for a zone map amendment to apply the new Downtown Riverfront District Overlay to certain properties with the identified Riverfront Downtown Corridor. The overlay standards are being put in place to focus on the design elements and standards to define the look and feel of future development within the Riverfront. This implementation of these standards also fulfill some of the goals of the 2017 comprehensive plan and also the 2016 Riverfront feasibility standards. The Planning Commission had a reading and reviewed the proposed zone map amendments and made a due pass to council. Staff also recommended council approve the zone map amendments on the first review. The Mayor thanked Ms. Nelms for her report. The Mayor asked three times if there was anyone in the audience that wishes to speak in favor of this item. The Mayor asked three times if there was anyone in the audience that 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 7:05pm.

Mayor opened the Regular Council Meeting at 7:05pm

CONSENT AGENDA

Minutes

2. Council Meeting Minutes 6-10-25

City Licenses

3. New / Renewal Business / Contractor Licenses and Home Occupation Permits

Financial Approvals

4. Financial Breakdown - Check Register & Future ACH/EFT Transactions
5. PAID ACH / EFT Transactions
6. Regular / Police Payroll 6-2-25 to 6-15-25
7. Fire Payroll 5-26-25 to 6-6-25
8. Fire Payroll 6-7-25 to 6-18-25
9. Transmittal Transactions
10. Treasurer's Report
11. Court Report
12. Reserve Transfers - April & May
13. Voided Checks

Motion made by Council Member Sutherland, Seconded by Council Member McCarthy

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

OPEN DISCUSSION

Scott Clamp – 720 Wasatch

Topic 1: Shipping Containers

- Scott explained he owns multiple shipping containers—some residential, some commercial, and some at the airport.
- He believes there should be flexibility for existing containers (potentially grandfathered) and new ones in certain residential areas.
- He stressed that large properties should be allowed to use them because they help people clean up yards, providing secure, fire-resistant storage.
- He noted that other cities have found innovative uses for containers (like container suburbs for small businesses).
- He agrees rules should ensure they don't become eyesores (e.g., no damaged or ugly units, screen with barn wood, no front yard placement).
- He asked that the City revisit the zoning/code to allow containers in specific residential contexts rather than banning them outright.

Topic 2: Water Bills

- Scott asked if the City could offer an optional “budget billing” program for water, similar to what utility companies do for electric or gas.
- This would average payments so residents pay a steady, predictable bill each month, which could help those on fixed incomes.
- He suggested adding fine print so excessive use could be reassessed to prevent abuse.
- He believes this might encourage people to maintain yards instead of letting them die off in summer.

Key Takeaway:

Scott supports practical solutions that balance neighborhood appearance, property rights, and affordability—encouraging the City to keep an open mind about containers and budget-friendly water billing.

Council Member Sara McCarthy – Attended the MPO meeting and wanted to update council.

Vehicle Counts:

- The vehicle count is nearly finished and will be released soon.
- MPO purchased its own camera equipment to do future counts in-house — avoiding the \$6,000 cost per intersection from contractors and allowing counts in any season.

Other Project Updates:

- Bar Nunn: Installed artificial turf at one of their parks.
- Robertson Road Pedestrian Bridge: Will be built off-site this winter and installed in spring.
- Jonah Pedestrian Bridge: Approved and moving forward.
- Interstate Project: Should be completed by September, but resurfacing will follow, so construction won't be fully finished.

Trail Plowing:

- Casper may reduce plowing trails this winter due to staffing shortages.

Mills Update:

- Sara and Jared (CPI) gave an update on Mills' pathway progress.

The Mayor asked when the meeting took place, and Board Member McCarthy replied that it was today at 5:30 p.m. The Mayor thanked McCarthy for attending on her own.

ORDINANCES AND RESOLUTIONS

14. ORDINANCE NO. 822: FIRST READING: New City Code

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF MILLS; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

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

15. ORDINANCE NO. 823 : FIRST READING: Amendments to Title 17

AN ORDINANCE AMENDING CERTAIN PROVISIONS OF TITLE 17 OF THE MILLS MUNICIPAL CODE DEALING WITH ZONING AND SUBDIVISIONS FURTHER REPEALING ORDINANCE 813 AND INCORPORATING ITS PROVISIONS IN THE AMENDED TITLE 17

Motion made by Council President Neumiller, Seconded by Council Member McCarthy

The Mayor stated that she wanted to clarify for Scott that the points he mentioned will definitely be taken into consideration, along with some other related factors that we're also looking into.

Scott Clamp asked if it would be too late for his son to seek permission to move a new shipping container from the airport to his residential property at 630 Wasatch.

- He explained the front of the house actually faces the mountain but is set up on Seventh Street.
- His son owns about four or five lots, so there's space for the container alongside the garage.
- He noted the next zoning meeting is on the 10th, but he will be out of town until the 12th.
- He wants to know if submitting plans or paperwork after that date would be too late to get it considered.

The Mayor referred Mr. Clamp to the City Planner.

Planner's Points:

- The property in question involves about five lots, so there are considerations about lot lines and existing nonconforming status.
- The existing setup appears to cross property lines, which means any additional structures (like the new container) could also cross those lines if not properly addressed.
- The Planner noted that the lot lines on top of the hill run in a particular direction, which could further complicate placement and zoning compliance.

Key takeaway:

The Planner emphasized the need to review how the lots are laid out and whether new structures would comply with zoning rules, given the current nonconforming use.

Scott Clamp – Additional Points

- Scott clarified that the lot lines on top of the hill all run in the same direction, and the property was purchased that way — no new structures have been built since then.
- He noted that the town has worked with them to gradually bring in dirt to level the hill, making it easier to maintain and improving the appearance.
- The proposed container would sit alongside the existing garage and would be nearly the same length as the motorhome carport already there.
 - It would be positioned so that only the front door and one side would be visible.
 - It would be hidden from the lower view by the hill and partly screened by the building, so visibility would be minimal unless someone was on their property.
- Scott said this idea is still uncertain — his son only brought it up recently because he would use the container more in town instead of at the airport.
- By moving the container, his son plans to relocate trailers currently on the property to the airport, which would help clean up the yard further.

Planner – Additional Points

- The ordinance regarding containers is not yet in effect until it is officially recorded with the Clerk — so current rules still apply for now.
- Under the existing building codes, the placement of the container must still comply with setbacks and cannot cross property lines.
- The Planner noted they would need to review a site plan to confirm:
 - The container stays entirely on one lot
 - The placement meets all required setbacks

Key takeaway:

Until the new ordinance is recorded, the current rules stand — and any container must comply with existing setback requirements and lot line rules.

The Mayor state that this will definitely require further conversations between the property owner and the City Planner, who can provide more details and guidance. She also noted that the ordinance still needs two more votes to pass.

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

16. ORDINANCE NO. 824: FIRST READING: Downtown Riverfront Design Overlay District

AN ORDINANCE TO AMEND ORDINANCE 312, OFFICIAL CITY ZONING MAP, ADOPTED JUNE 1, 1981, AND APPLY THE DOWNTOWN RIVERFRONT DESIGN OVERLAY DISTRICT TO CERTAIN LOTS WITHIN THE RIVERFRONT CORRIDOR, city OF MILLS, NATRONA COUNTY, WYOMING

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

17. ORIDNANCE NO. 825: FIRST READING: Adopting the 2024 International Building Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL BUILDING CODE

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

18. ORIDNANCE NO. 826: FIRST READING: Adopting the 2024 International Mechanical Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL MECHANICAL CODE

Motion made by Council Member Butcher, Seconded by Council President Neumiller

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

19. ORDINANCE NO. 827: FIRST READING: Adopting the 2024 International Plumbing Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL PLUMBING CODE

Motion made by Council President Neumiller, Seconded by Council Member McCarthy

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

20. ORDINANCE NO. 828: FIRST READING: Adopting the 2024 International Fire Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL FIRE CODE

Motion made by Council Member Butcher, Seconded by Council President Neumiller

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

21. ORDINANCE NO. 829: FIRST READING: Adopting the 2024 International Energy Conservation Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL ENERGY CONSERVATION CODE

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

22. ORDINANCE NO. 830: FIRST READING: Adopting the 2024 International Existing Building Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL EXISTING BUILDING CODE

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

23. RESOLUTION NO. 2025-22 : EMS Transfer Incentive Pay

A Resolution to create an EMS Transfer Incentive Pay Policy to incentivize and recognize the commitment of EMS Personnel and provide essential services including performing EMS Transfers outside of Natrona County

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

24. RESOLUTION NO. 2025-23 : Wild land

A Resolution to adopt a wildland pay policy for the fire department with will establish policy for all full time employees of Mills Fire Department who are dispatched via Casper BLM Dispatch or Wyoming State Forestry to wildland fire or other natural disasters the qualifies for state or federal reimbursement with would occur outside of Natrona County

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

The Mayor took a moment to recognize the hard work of the City's EMS and firefighters, emphasizing appreciation for all they do for the community. She explained that the two policies being discussed will:

- Allow staff to generate additional income for their families.
- Help the City address its revenue constraints related to EMS services.
- Provide more flexibility to pick up shifts, ultimately benefiting residents by ensuring better coverage and response.

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

COUNCIL APPROVALS

25. Authorization to enter into Discussions with Bluepeak Fiber Internet Expansion about a Franchise Agreement

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

26. Authorization for the Mayor to sign Annual Contract with Sustainable Strategies Consultants

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

ADJOURNMENT

Council President Neumiller made a motion to adjourn the meeting at 7:28 pm, Council Member McCarthy seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member Butcher, motion passes

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - July 8, 2025 at 7:00pm / July 22, 2025 at 7:00pm

NEXT WORK SESSION - July 7, 2025 at 9:00am / July 8, 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