

**RESOLUTION NO. 2022-37**

**A RESOLUTION REGARDING THE ESTABLISHMENT OF A  
SELF-ASSESSMENT FIRE INSPECTION PROGRAM FOR THE  
CITY OF MILLS, WYOMING**

**WHEREAS**, Businesses operating within the City of Mills, Wyoming are required pursuant to Title 5 of the City Code to have business licenses; and

**WHEREAS**, Business licenses must be renewed annually; and

**WHEREAS**, Title 5 requires that operators of businesses, as part of obtaining their annual business license, must cooperate and comply with an inspecting officer from the City of Mills regarding certain inspections, including having an annual fire inspection administered by the Fire Department; and

**WHEREAS**, The Fire Chief for the City of Mill has worked on a method of expediting and facilitating meaningful fire inspections and has determined that for certain businesses this requirement would be best met through a self-assessment program utilizing a form developed by the Fire Department which would be filled out by the business and forwarded to the Fire Department, which would review the same, with the Fire Department following up if there was a need to do so; and

**WHEREAS**, A properly Self-Assessment Fire Inspection (“SAFI”) program would aid in the prevention of accidental fires by alerting the business owner on areas that the Fire Department regards as presenting a fire danger; and

**WHEREAS**, adopting a SAFI program for appropriate small businesses would streamline the business renewal purpose and will still provide for public and workforce safety; and

**WHEREAS**, An initial Self-Assessment Fire Inspection Checklist has been developed by the Fire Department and reviewed by the City Council; and

**WHEREAS**, the proposed Self-Assessment Fire Inspection program is not proposed to apply to businesses that are places of assembly, businesses that have a sprinkler system or fire alarm panel, the same being businesses that are required to have outside companies inspect their premises once a year, places that use or store hazardous chemicals or products, or places that employ more than ten (10) persons.

**NOW THEREFORE**, the City Council of the City of Mills, Wyoming, hereby resolves as follows:

- a. The City of Mills shall adopts a Self-Assessment Fire Inspection Program, as developed by Fire Chief of the City of Mills, for certain small business owners who may elect to conduct self-analysis on their business premises in Mills and forward the result of the same on a checklist sheet that has been developed by the City of Mills and which may be updated or amended from time to time.
- b. The SAFI program shall not apply to places of assembly, businesses that have a sprinkler system of fire alarm panel, places that use or store hazardous chemicals or products, or places that employ more than ten (10) persons.
- c. The SAFI assessment form shall be mailed out on a timely basis, with the same being no less than 60 days prior to the expiration of the business license and shall be required to submitted to the Fire Department no less than 30 days prior to the expiration of the business license.
- d. The SAFI program shall go into effect on January 1, 2022.

PASSED, APPROVED AND ADOPTED THIS \_\_\_\_\_ day of September, 2022.

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Mayor, Seth Coleman

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Councilman, Sara McCarthy

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Councilman, Darla R. Ives

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Councilman, James Hollander

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Councilman, Brad Neumiller

ATTEST:

\_\_\_\_\_  
City Clerk, Christine Trumbull

CERTIFICATE

I, Christine Trumbull, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on September 27, 2022, and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the record of the City of Mills.

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City Clerk, Christine Trumbull