

**REGULAR CITY COUNCIL
MEETING**
December 23, 2025
7:00 PM
City Hall



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 7:00 pm

ROLL CALL

Present:

Mayor Juarez
President Neumiller
Council Butcher
Council McCarthy (via phone)

Absent:

Council Sutherland (Clerk noted that this was an excused absence)

PLEDGE OF ALLEGIANCE

APPOINTMENT

1. Deputy Clerk - Jessica Ravlin

The City Clerk swore in Jessica Ravlin

PUBLIC HEARINGS

2. Mountain Meadows / Ridge West Replat

Mayor closed the Council Meeting at 7:02pm

Mayor Juarez now declared the Public Hearing opened for the consideration of Mountain Meadows / Ridge West Replat. The hearing will be conducted in accordance with the state statutes, Mills Council procedures and other applicable laws. The hearing has been set and advertised in accordance with the statutes. I could ask those individuals who wish to address the council on this issue to approach the lectern and state your name for the record. Do I have a report from staff?

Planner Casey Coates provided the staff report. This item is straightforward. This is a request for a replat of Charter Heights No. 3 to Ridge West, which will allow for approximately 86 residential lots. The replat includes all required easements, including drainage easements, power line easements, easements for the Casper Irrigation District, and an easement for an adjacent property owner. Staff has reviewed the application in coordination with ECS Engineers, and all required considerations have been met. There are no outstanding or pending corrections currently. Additionally, we have received no comments or concerns from Fire, Police, or Public Works that would indicate this replat would have any negative impact. All proposed lot sizes meet the minimum requirements, with no lots under 6,000 square feet, which is compliant with Title 17. Overall, the replat, as submitted, is in compliance with Title 17 land use regulations.

The Mayor thanked Mr. Coates for his report. She asked if there is anyone in the audience wishing to speak in favor of this item?

Shawn Gustofson, with City CS Engineers, the authors of the plat.

I think we've discussed this project quite a bit, and as the Planner mentioned, we are at a point where everything is in order. We've addressed the various easements shown on the plat, including drainage, utilities, and detention areas, and those have all been incorporated as required.

At this point, I'd be happy to answer any questions the Council may have.

Council President Neumiller Response:

At this time, we don't have any additional questions. I believe you've addressed them all previously.

We do appreciate your time and the effort you've put into this. We've spent a considerable amount of time reviewing the project with you and working through the details, and we appreciate the energy and collaboration throughout the process.

It appears the project has gone through the appropriate review process. Thank you.

The Mayor asked two times if there was anyone in the audience wishing to speak in favor of this item? No one spoke. She asked three times if there is anyone in the audience wishing to speak in opposition of this item? No one spoke. There being no others for or against to speak on this item she declared the public hearing closed at 7:05pm

2. Midway Subdivision Replat / Minor Boundary Adjustment

Mayor Juarez now declared the Public Hearing opened for the consideration of Midway Subdivision Replat / Minor Boundary Adjustment. The hearing will be conducted in accordance with the state statutes, Mills Council procedures and other applicable laws. The hearing has been set and advertised in accordance with the statutes. I could ask those individuals who wish to address the council on this issue to approach the lectern and state your name for the record. Do I have a report from staff?

Planner Casey Coates provided the staff report. This is a fairly straightforward replat request for the Midway Subdivision. The proposal combines several existing standalone lots into a single lot, changing the configuration from Tract A to Tract B.

This replat will allow the property owner to achieve a more equitable and practical use of the land. The existing configuration is heavily burdened by utility encumbrances, and recombining the lots provides a more efficient and appropriate layout for the area.

The replat is consistent with the underlying zoning, which is Light Industrial. It also accounts for all required frontage and utility considerations. Staff has reviewed the request, and there are no comments or concerns indicating any negative impacts resulting from this replat.

The Mayor thanked Mr. Coates for his report. She asked if there is anyone in the audience wishing to speak in favor of this item?

Steve Lofton, 6471 White Deer Trail, Casper.

I am a part owner of the subdivision. We decided to shorten the street, reduce the length of some utility extensions, and ultimately not develop certain lots. The property is zoned industrial and is located on the hill near Salt Creek Highway.

We believe this approach will make the area more functional and help attract new businesses to the City of Mills.

The Mayor thanked Mr. Lofton for his comments. She asked two times if there was anyone in the audience wishing to speak in favor of this item? No one spoke. She asked three times if there is anyone in the audience wishing to speak in opposition of this item? No one spoke. There being no others for or against to speak on this item she declared the public hearing closed at 7:08pm

The Mayor re-opened the regular council meeting at 7:08pm.

CONSENT AGENDA

Minutes

4. Council Meeting Minutes 12-9-25

City Licenses

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

Financial Approvals

6. Financial Breakdown - Check Register & Future ACH/EFT Transactions
7. PAID ACH / EFT Transactions
8. Regular / Police Payroll 12-1-25 to 12-14-25
9. Fire Payroll 12-4-25 to 12-15-25
10. Transmittal Transactions
11. Treasurer's Report
12. Reserve Transfers

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

OPEN DISCUSSION

Scott Clamp - I just want to follow up and remind everyone about the fire hydrant issue. You've heard my concerns before, and I would appreciate knowing when something can be done. We really need to address this before it becomes a bigger problem.

The Mayor asked the Clerk if we got him the information?

Mr. Clamp replied, no, I did not. I'm not sure how much good that will do me.

The Mayor responded that at least it will show how we are trying to pursue funding to address some of these issues.

My main frustration and I'll be honest about that is that there were multiple opportunities in the past. There were grants available under prior administrations, new hydrants were installed, and I was told more than once that this hydrant was on the agenda to be removed. The funding was there, but the money ended up being spent elsewhere. I'm not naïve about how this works. I just want this addressed before it turns into a bigger mess, because that's what it's becoming. I appreciate the opportunity to speak. I may not always be pleasant about it, but I do care about the outcome. I hope you all have a good Christmas.

ORDINANCES AND RESOLUTIONS

13. RESOLUTION NO. 2025-43:

A RESOLUTION APPROVING THE VACATION AND REPLAT OF LOT 3, CHARTER HEIGHTS SUBDIVISION, AS RIDGE WEST, AN ADDITION TO THE CITY OF MILLS, WYOMING

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

14. RESOLUTION NO. 2025-44:

A RESOLUTION APPROVING THE VACATION AND REPLAT OF LOTS 6-11 AND TRACT A, MIDWAY SUBDIVISION, CREATING MIDWAY SUBDIVISION TRACT B

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

15. RESOLUTION NO. 2025-45:

A RESOLUTION APPROVING A MINOR BOUNDARY ADJUSTMENT BETWEEN LOTS 15 AND 16, MIDWAY SUBDIVISION

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

16. RESOLUTION NO. 2025-46:

A RESOLUTION CORRECTING TYPOGRAPHICAL ERRORS IN MILLS CITY CODE

The City Attorney noted that regarding how clerical errors are typically handled, probably should have titled that resolution name differently. The resolution corrects an errata related to numbering specifically, it corrects the numbering for two resolutions and two ordinances. It's not exactly a scrivener's error, although it's somewhat similar. It's really more of a numbering correction than anything else. I just wanted to note that, in hindsight, I wish I had titled the resolution differently.

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

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

COUNCIL APPROVALS

17. Lease - Faith Bible Way

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

18. Axxon – Conditional approval subject to the review by the City Attorney

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

ADJOURNMENT

Council President Neumiller moves to adjourn the meeting; Council Member Butcher seconded the motion.
Voting Yea: Council Member McCarthy, Mayor Juarez, Council President Neumiller, and Council Member
Butcher, motion passes

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - January 13, 2026 at 7:00pm / January 27, 2026 at 7:00pm

NEXT WORK SESSION - January 12, 2026 at 9:00am / January 13, 2026 at 6:00pm

CITY CLOSURES: *December 24, 2025 to December 25, 2025 & January 1, 2026*

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