

**REGULAR CITY COUNCIL  
MEETING**

**May 28, 2024**

**7:00 PM**

**City Hall**



**CITY OF MILLS**  
EST. 1921

**Mayor:**

Leah Juarez

**Council President:**

Sara McCarthy

**Council Members:**

Cherie Butcher

Brad Neumiller

Tim Sutherland

---

**MINUTES**

**CALL TO ORDER**

Mayor called the meeting to order at 7:00 pm

**ROLL CALL**

Present: City

Mayor Juarez

President McCarthy

Council Butcher

Council Neumiller

Council Sutherland (unexcused absence)

The City Attorney noted that Council Sutherland's absence was unexcused.

**PLEDGE OF ALLEGIANCE**

**APPOINTMENT**

1. John Bryson and Nicholas Sterling - Appointed to Planning & Zoning Board

Motion made by Council Member Neumiller to approve, Seconded by Council Member Butcher

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

**PUBLIC HEARINGS**

Mayor closed the Council Meeting at 7:01pm

Mayor opened the Public Hearing at 7:01pm

2. Special Review - Leon Brothers Dealership

Mayor Juarez declared the Public Hearing open for consideration A Special Review application to operate a used car dealership on Lot 1, Block 26, Mountain View Suburb, also known as 4949 W Yellowstone Highway. Per Section 17.08.030 of the Zoning Regulations, Motor Vehicle Sales requires a Special Review permit in the EB (Established Business) District. The hearing will be conducted in accordance with state statute, Mills Council Procedures and other applicable laws. 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 requested a report from staff. The City Planner Megan Nelms came forward. She explained that Leon Brothers have applied for a Special Review Permit to sale cars at 4949 W Yellowstone Highway. The address is zoned establish business. There are 3 planning considerations to take into consideration. 1) The Special Review permit is granted strictly for an Automobile Sales Use. 2) They must obtain a business license from the City of Mills Town Clerk. 3) The Special Review Permit terminates upon transfer of the real property or upon cessation of use for the purposes of the permit. The permit is subject to review and

possible revocation for noncompliance with the term of the permit or other violations of the Mills City Code. With that staff would recommend approval. The Mayor asked if there was anyone in the audience who wishes to speak in favor of this item. Gary Leaver approached the lectern would like council to vote in favor of the special review permit. The Mayor asked two more times if there was anyone in the audience who wishes to speak in favor of this item. The Mayor asked three times if anyone 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 7:04pm.

Mayor opened the Public Hearing at 7:04pm

### 3. T-LEE Addition

Mayor Juarez declared the Public Hearing open for consideration A proposed annexation of land located in, and being a portion of, unplatted land located in Section 7, Township 33 North, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming complies with the requirements of Wyoming State Statues Section 15-1-402. The hearing will be conducted in accordance with state statue, Mills Council Procedures and other applicable laws. The hearing has been set and advertised in accordance with the statues. 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 requested a report from staff. The City Planner Megan Nelms came forward. She explained this is Case Number 24.02 FSP an Annexation. The applicant is proposing to subdivide approximately 5.93-acres into two (2) lots, one 1.25-acres in size and the other being 4.68-acres in size. A 1/16 line cuts the property, and a portion currently falls within Natrona County jurisdiction. The in conjunction with the subdivision plat, the applicant has submitted an Annexation Plat associated petition to bring the entire property into the City of Mills. The planning commission reviewed and made a "DO PASS" recommendation on their May 2, 2024 meeting. All planning considerations have been met and staff recommends approval of the purposed annexation and subdivision plat. 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 three times if there was anyone in the audience who wishes to speak in favor of this item. The Mayor asked three times if anyone 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 7:07pm.

Mayor opened the Regular Council Meeting at 7:07pm

## **CONSENT AGENDA**

### **Minutes**

4. Council Meeting Minutes 5-14-24

### **City Licenses**

5. New and Renewal Business and Contractors Licenses

### **Financial Approvals**

6. Financial Breakdown
7. ACH Transactions
8. Transmittal Transactions
9. Payroll Regular/Police 5-6-24 to 5-19-24
10. Payroll Fire: 5-7-24 to 5-18-24

11. Voided Checks

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

**OPEN DISCUSSION**

No one spoke

**ORDINANCES AND RESOLUTIONS**

**12. RESOLUTION NO 2024-10: Leon Brothers**

A RESOLUTION APPROVING A SPECIAL REVIEW PERMIT TO ALLOW AUTOMOBILE SALES ON LOT 1, BLOCK 26, MOUNTAIN VIEW SUBURB, ALSO KNOWN AS 4949 W YELLOWSTONE HIGHWAY, CITY OF MILLS.

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

**13. ORDINANCE NO 812: THIRD AND FINAL READING - CAMPING RESTRICTIONS**

AN ORDINANCE AMENDING SECTION 9.48.010 OF THE MILLS CITY CODE REGARDING CAMPING

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

**14. ORDINANCE NO 813: SECOND READING TITLE 17**

Motion made by Council Member Neumiller to approve, Seconded by Council President McCarthy  
Discussion: The City Planner has revised the lighting to 150' and no photometric lighting plan.

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

**15. ORDINANCE NO 814: FIRST READING AN ORDINANCE TO ADOPT FY25 BUDGET**

AN ORDINANCE APPROPRIATING MONEY FOR THE ANNUAL BUDGET OF THE CITY OF MILLS, WYOMING, FOR THE CONDUCT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF MILLS, WYOMING FOR THE FISCAL YEAR 2025.

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

**16. ORDINANCE NO 815 - FIRST READING: T-LEE Addition**

AN ORDINANCE APPROVING THE ANNEXATION AND PLAT OF T-LEE, AN ADDITION TO THE CITY OF MILLS, BEING LAND LOCATED IN PORTIONS OF THE SW1/4NE1/4,

SE1/4NE1/4, SECTION 7, TOWNSHIP 33 NORTH, RANGE 79 WEST, SIXTH PRINCIPAL  
MERIDIAN, NATRONA COUNTY, WYOMING

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

**COUNCIL APPROVALS**

18. 2018 Peterbilt Sanitation Truck Lease

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

**EXECUTIVE SESSION**

Mayor asked for a motion to go into an Executive Session at 7:11pm

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

19. EXECUTIVE SESSION - Property Matter

Council returned from executive session at 7:27pm

The Mayor noted that Council Member Sutherland is still an unexcused absent.

The Mayor asked for a note from staff. The City Attorney noted that he would like the council to do a motion to  
have legal counsel draft a lease agreement depending upon further information and consultation with the Mayor  
and City Administrator.

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

**ADJOURNMENT**

Council Member Neumiller as for a motion to adjourn Council Meeting at 7:28pm, Seconded by Council Member  
Butcher.  
Voting Yea: Mayor Juarez, Council President McCarthy, Council Member Neumiller, and Council Member  
Butcher

**AGENDA SUBJECT TO CHANGE WITHOUT NOTICE**

**NEXT MEETING** - June 11, 2024 at 7:00pm / June 25, 2024 at 7:00pm

**NEXT WORK SESSION** - June 10, 2024 at 9:00am / June 11, 2024 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