

City Council Meeting

Douglas City Hall, Council Chambers

101 N. 4th Street, Douglas, WY

March 11, 2019

Regular Meeting - 5:30 p.m.

1. Pledge Of Allegiance & Call To Order

Mayor Rene' Kemper

Councilmember John Bartling

Councilmember Monty Gilbreath

Councilmember Kim Pexton

Councilmember Karl E. Hertz

2. Consent Agenda

All agenda items listed under the Consent Agenda are considered to be routine items by the governing body and will be enacted by one motion unless a Councilmember or member of the public requests that an individual item be taken up under consideration separately, in which case the item will be placed under Council Action Items

- 2.I. Corrections, Additions, And Approval Of Agenda For March 11, 2019

- 2.II. Consideration Of Resolution(S)/Ordinance(S) By Title Only

- 2.III. Warrant Register, February FY2019

Documents:

[WARRANT REGISTER - FEBRUARY 2019.PDF](#)

- 2.IV. Minutes, Regular City Council Meeting, February 25, 2019

Documents:

[02-25-2019 MINS.PDF](#)

- 2.V. Minutes, City Council Work Session, February 25, 2019

Documents:

[02-25-2019 WORK SESSION MINS.PDF](#)

3. Public Comments

This section of the Agenda is reserved for comments from the General Public on matters relating to Douglas Municipal Government. In order to be heard, please approach the podium, speak into the microphone, state your name and affiliation and sign in. Council Meetings are broadcast live on TV (Cable Channel 61). If you have handouts to present to Council, please also provide a copy to the City Clerk.

4. Council Action Items

4.I. Recommendation For Proposals And Contract Between The City Of Douglas, Wyoming
And Razn Kain Trucking, LLC For The Hauling Of Municipal Solid Waste

Documents:

[MEMO, RECOMMENDATION MSW HAUL CONTRACT 2019.PDF](#)
[MEMO, PROPSALS RECEIVED, SMW HAUL CONTRACT.PDF](#)

5. Council Information

5.I. Unapproved Minutes, Converse County Tourism And Promotion Board, February 21,
2019 Regular Meeting

Documents:

[2-21-2019 CCTB MINUTES UNAPPROVED.PDF](#)

6. Adjourn

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
383 CONSTRUCTION LLC					
4772	HAULING SOLID WASTE	02/04/19	861.00	.00	
4777	HAULING SOLID WASTE	02/08/19	1,435.00	.00	
4786	HAULING SOLID WASTE	02/12/19	574.00	.00	
4790	HAULING SOLID WASTE	02/13/19	574.00	.00	
4792	HAULING SOLID WASTE	02/14/19	287.00	.00	
4797	HAULING SOLID WASTE	02/18/19	861.00	.00	
4802	HAULING SOLID WASTE	02/20/19	861.00	.00	
4804	HAULING SOLID WASTE	02/21/19	287.00	.00	
4806	HAULING SOLID WASTE	02/25/19	861.00	.00	
Total 383 CONSTRUCTION LLC:			6,601.00	.00	
A&I DISTRIBUTORS					
3252590	WINDSHIELD WASH	02/04/19	192.05	.00	
Total A&I DISTRIBUTORS:			192.05	.00	
ADVANCED ANIMAL CARE					
378493	BOARDING FEES	12/31/18	90.00	.00	
Total ADVANCED ANIMAL CARE:			90.00	.00	
AFLAC					
021519	Payroll Deduction	02/15/19	617.92	617.92	02/15/19
Total AFLAC:			617.92	617.92	
ALCOHOL & DRUG TESTING SERV					
32845	PROFESSIONAL SERVICES	01/31/19	490.00	.00	
Total ALCOHOL & DRUG TESTING SERV:			490.00	.00	
AMERICAN DOORSTOP PROJECT PRODUCTIONS LL					
3077	AD-BORN TO REIN TRAVEL GUIDE	02/12/19	2,500.00	2,500.00	02/20/19
Total AMERICAN DOORSTOP PROJECT PRODUCTIONS LL:			2,500.00	2,500.00	
AMERIGAS/V1 PROPANE					
3088194113	TANK RENTAL	01/31/19	93.00	.00	
Total AMERIGAS/V1 PROPANE:			93.00	.00	
AMUNDSEN ASSOCIATES LLC					
2019-024	ARCHITECT SERVICES-CITY HALL REMODEL	02/04/19	16,529.93	.00	
Total AMUNDSEN ASSOCIATES LLC:			16,529.93	.00	
ARROW ELECTRIC					
43026	MAINTENANCE-AC UNIT	01/31/19	1,328.85	.00	
43027	RECOVER VIDEO FOOTAGE	01/31/19	75.00	.00	
43030	BLOWER MOTOR REPLACEMENT	01/31/19	806.12	.00	
Total ARROW ELECTRIC:			2,209.97	.00	
ARROWHEAD FORENSICS					
112966	FINGERPRINT KITS	01/30/19	582.77	.00	
113603	FINGERPRINT POWDER	02/25/19	126.74	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total ARROWHEAD FORENSICS:			709.51	.00	
ASSOC OF RECORDS MANAGERS					
022519	REGISTRATION	02/25/19	75.00	.00	
Total ASSOC OF RECORDS MANAGERS:			75.00	.00	
AT & T					
022619	CELLULAR PHONE SERVICE	02/26/19	65.54	.00	
Total AT & T:			65.54	.00	
ATLAS REPRODUCTION					
AR5211	COPIER MAINTENANCE AGREEMENT	02/10/19	64.62	.00	
Total ATLAS REPRODUCTION:			64.62	.00	
BARCO MUNICIPAL PRODUCTS INC					
232026	POSTS/ANCHORS/SIGNS	02/13/19	2,412.25	.00	
Total BARCO MUNICIPAL PRODUCTS INC:			2,412.25	.00	
BCN TELECOM INC					
020819	PHONE SERVICE	02/08/19	78.27	.00	
Total BCN TELECOM INC:			78.27	.00	
BELLWOOD TREE SERVICE LLC					
022819	TREE TRIMMING/REMOVAL	02/28/19	15,260.00	.00	
Total BELLWOOD TREE SERVICE LLC:			15,260.00	.00	
BISON PUMP & SUPPLY					
42951	HOSE/FITTING/HOSE ASSEMBLY	02/04/19	59.03	.00	
43390	HOSE/FITTINGS/HOSE ASSEMBLY	03/01/19	70.63	.00	
Total BISON PUMP & SUPPLY:			129.66	.00	
BLACK HILLS ENERGY					
022219	GAS SERVICE	02/22/19	3,475.33	.00	
022819	GAS SERVICE	02/28/19	1,288.66	.00	
Total BLACK HILLS ENERGY:			4,763.99	.00	
BLOEDORN LUMBER - DOUGLAS					
2765029	SCREWS WITH WASHERS	02/07/19	4.00	.00	
354663	RETURN-BALL VALVE	01/10/19	34.99	.00	
358010	RETURN-CONCRETE MIX	02/12/19	31.40	.00	
4700101	PRUNING BLADE	12/21/18	17.99	.00	
4715696	BALL VALVE	01/04/19	69.98	.00	
4755942	CONCRETE MIX	02/01/19	41.72	.00	
4761151	OSB/BOLT COMBO	02/05/19	27.06	.00	
4762068	BOLTS/NUTS/SPRAY PAINT	02/05/19	8.21	.00	
4764296	SCREWS	02/07/19	5.00	.00	
4768748	PLYWOOD	02/11/19	232.00	.00	
4771317	CONCRETE MIX	02/12/19	31.40	.00	
4771323	CONCRETE MIX	02/12/19	52.15	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
4771493	BITS	02/12/19	9.98	.00	
4773240	SEALANT	02/13/19	56.94	.00	
4773791	SCREWS	02/14/19	4.14	.00	
4774801	SEALANT	02/14/19	9.49	.00	
4780279	PLYWOOD/ADAPTER	02/19/19	71.98	.00	
4780528	FAUCET REPAIR KIT	02/19/19	4.49	.00	
4781539	STAIN	02/20/19	39.99	.00	
4789584	BELT/SCREWS	02/26/19	24.77	.00	
4791171	SANDER DISC/SAND-PAK/PLYWOOD	02/27/19	98.58	.00	
4792116	FLOATING DE-ICER	02/27/19	32.99	.00	
4792394	MOUSE TRAP	02/27/19	5.49	.00	
4792842	BELTS	02/28/19	41.97	.00	
47976640	CHOP SAW	02/27/19	169.99	.00	
Total BLOEDORN LUMBER - DOUGLAS:			993.92	.00	
BOYS & GIRLS CLUB OF DOUGLAS					
1356	FUNDING ALLOCATION AGREEMENT	02/13/19	1,250.00	.00	
Total BOYS & GIRLS CLUB OF DOUGLAS:			1,250.00	.00	
BUSINESS CENTER					
8455	OFFICE & DATA PROCESSING SUPPLIES	02/04/19	279.15	.00	
8586	BINDERS/SHARPIES	02/12/19	19.24	.00	
Total BUSINESS CENTER:			298.39	.00	
BUSINESS SOLUTIONS GROUP					
14767	ENVELOPES	02/08/19	392.80	.00	
Total BUSINESS SOLUTIONS GROUP:			392.80	.00	
CANDO - DBA THE ENTERPRISE					
2019-2	FUNDING ALLOCATION AGREEMENT	02/01/19	6,250.00	.00	
Total CANDO - DBA THE ENTERPRISE:			6,250.00	.00	
CASELLE INC					
92927	SUPPORT FEES	02/01/19	802.33	.00	
Total CASELLE INC:			802.33	.00	
CENTURYLINK					
021119	TELEPHONE SERVICES	02/11/19	241.18	.00	
022219	TELEPHONE SERVICES	02/22/19	113.99	.00	
030119	TELEPHONE SERVICES	03/01/19	124.53	.00	
Total CENTURYLINK:			479.70	.00	
CHIEF SUPPLY					
161135	LED BLUE LIGHT PENS	02/13/19	45.49	.00	
162861	FINGERPRINT BRUSH	02/20/19	101.83	.00	
163721	LED BLUE LIGHT PENS	02/26/19	52.50	.00	
Total CHIEF SUPPLY:			199.82	.00	
CHILDRENS ADVOCACY PROJECT					
136	FUNDING ALLOCATION AGREEMENT	02/15/19	166.66	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total CHILDRENS ADVOCACY PROJECT:			166.66	.00	
CITY OF CASPER					
171680	LANDFILL FEES	02/04/19	738.66	.00	
171723	LANDFILL FEES	02/05/19	1,416.09	.00	
171756	LANDFILL FEES	02/06/19	1,418.82	.00	
171773	LANDFILL FEES	02/07/19	802.23	.00	
171797	LANDFILL FEES	02/08/19	1,439.10	.00	
171823	LANDFILL FEES	02/11/19	684.45	.00	
171852	LANDFILL FEES	02/12/19	1,256.19	.00	
171879	LANDFILL FEES	02/13/19	851.37	.00	
171911	LANDFILL FEES	02/14/19	700.05	.00	
171976	LANDFILL FEES	02/19/19	804.96	.00	
172006	LANDFILL FEES	02/19/19	1,410.63	.00	
172046	LANDFILL FEES	02/21/19	1,221.48	.00	
172076	LANDFILL FEES	02/21/19	770.25	.00	
172099	LANDFILL FEES	02/22/19	3,917.11	.00	
Total CITY OF CASPER:			17,431.39	.00	
CITY OF DOUGLAS - PAYROLL					
020119	Payroll Taxes	02/01/19	37,226.08	37,226.08	02/01/19
021519	Payroll Taxes	02/15/19	37,662.80	37,662.80	02/15/19
Total CITY OF DOUGLAS - PAYROLL:			74,888.88	74,888.88	
CITY OF DOUGLAS-PETTY CASH					
022819	REPLENISH PETTY CASH	02/28/19	143.93	.00	
Total CITY OF DOUGLAS-PETTY CASH:			143.93	.00	
CITY OF DOUGLAS-UTILITY PMNT					
022219	WATER/SEWER/GARBAGE/LANDFILL	02/22/19	12,395.08	.00	
13716	FUEL	02/14/19	15,863.00	.00	
13716-1	BULK WATER	02/14/19	168.60	.00	
Total CITY OF DOUGLAS-UTILITY PMNT:			28,426.68	.00	
CIVIL ENGINEERING PROFESSIONAL					
14-008-28	ENGINEERING-SPRINGLINE PROJECT	02/28/19	4,110.00	.00	
15-100-24	ENGINEERING-PROFESSIONAL SERVICES	02/28/19	2,892.50	.00	
17-004-18	ENGINEERING-WWTP IMPROVEMENTS	02/28/19	10,430.00	.00	
17-011-16	ENGINEERING-LEAL ST	02/28/19	515.00	.00	
17-032-04	ENGINEERING-WTP SAND REPLACEMENT	02/28/19	4,547.50	.00	
17-038-10	ENGINEERING-SCADA SYSTEM REPLACEMENT	02/28/19	575.00	.00	
17-039-13	ENGINEERING-ELM ST	02/28/19	935.00	.00	
18-035-04	ENGINEERING-3RD ST	02/28/19	35,953.60	.00	
18-036-03	ENGINEERING-RICHARDS ST BRIDGE	02/28/19	6,530.00	.00	
18-051-01	ENGINEERING-ANTELOPE CREEK DREDGE	02/28/19	1,975.00	.00	
19-003-01	ENGINEERING-CENTER TO POPLAR	02/28/19	4,210.25	.00	
19-004-01	ENGINEERING-PEARSON RD	02/28/19	3,346.75	.00	
19-005-01	ENGINEERING-POND REGRADE	02/28/19	825.00	.00	
19-007-01	ENGINEERING-BARTLING PARK LIGHTING	02/28/19	1,230.00	.00	
Total CIVIL ENGINEERING PROFESSIONAL:			78,075.60	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
CLERK OF DISTRICT COURT					
020119	PAYROLL DEDUCTION	02/01/19	34.90	34.90	02/01/19
021519	PAYROLL DEDUCTION	02/15/19	34.90	34.90	02/15/19
Total CLERK OF DISTRICT COURT:			69.80	69.80	
COMMUNICATION TECHNOLOGIES INC					
012919-01	MAINTENANCE AGREEMENT	01/29/19	3,754.48	.00	
Total COMMUNICATION TECHNOLOGIES INC:			3,754.48	.00	
CONVERSE CO JOINT JUSTICE CONST FUND					
020819	JOINT JUSTICE CONSTRUCTION	02/08/19	1,295.32	.00	
Total CONVERSE CO JOINT JUSTICE CONST FUND:			1,295.32	.00	
CONVERSE COUNTY					
030519	JOINT JUSTICE OPERATION EXPENSES	03/05/19	47,358.99	.00	
Total CONVERSE COUNTY:			47,358.99	.00	
CONVERSE COUNTY AGING SERVICES					
012519	FUNDING ALLOCATION AGREEMENT	01/25/19	8,333.33	.00	
Total CONVERSE COUNTY AGING SERVICES:			8,333.33	.00	
CONVERSE COUNTY BANK					
022819	INVEST FUNDS	02/28/19	1,000,000.00	1,000,000.00	02/28/19
Total CONVERSE COUNTY BANK:			1,000,000.00	1,000,000.00	
CONVERSE COUNTY COURT					
020119	Payroll Deduction	02/01/19	850.66	850.66	02/01/19
021519	Payroll Deduction	02/15/19	513.09	513.09	02/15/19
Total CONVERSE COUNTY COURT:			1,363.75	1,363.75	
CONVERSE HOPE CENTER					
022619	FUNDING ALLOCATION AGREEMENT	02/26/19	833.33	.00	
Total CONVERSE HOPE CENTER:			833.33	.00	
COY, DEBRA J					
022719	JANITORIAL SERVICES	02/27/19	2,000.00	.00	
Total COY, DEBRA J:			2,000.00	.00	
DANA KEPNER COMPANY OF WY					
2228212-00	PIPE/AB WYE/BEND/ADAPTER/PLUG	01/31/19	1,208.36	.00	
Total DANA KEPNER COMPANY OF WY:			1,208.36	.00	
DELL MARKETING LP					
10296566736	CORE SWITCH	01/29/19	4,019.40	.00	
10301132224	SWITCH STACK CABLES	02/28/19	53.64	.00	
Total DELL MARKETING LP:			4,073.04	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
DIGITAL PRINT LLC					
1392	SIGNS	02/13/19	66.00	.00	
Total DIGITAL PRINT LLC:			66.00	.00	
DOUGLAS BUDGET					
301330489	PUBLIC NOTICE-P&Z-CONDITIONAL USE PERMIT	01/02/19	69.00	.00	
301330563	MINUTES	01/09/19	161.00	.00	
301330620	PUBLIC NOTICE-CALL FOR BIDS	01/16/19	69.00	.00	
301330629	PUBLIC NOTICE-CALL FOR BIDS	01/16/19	69.00	.00	
301330645	PUBLIC NOTICE-CALL FOR BIDS	01/16/19	69.00	.00	
301330713	WARRANT REGISTER	01/23/19	253.00	.00	
301330787	PUBLIC NOTICE-CALL FOR BIDS	01/30/19	57.50	.00	
301330801	PUBLIC NOTICE-CALL FOR BIDS	01/30/19	57.50	.00	
301330805	PUBLIC NOTICE-P&Z-CONDITIONAL USE PERMIT	01/30/19	57.50	.00	
301332408	PUBLIC NOTICE-CALL FOR BIDS	02/06/19	92.00	.00	
301332418	MINUTES	02/06/19	448.50	.00	
301332421	PUBLIC NOTICE-CALL FOR BIDS	02/06/19	92.00	.00	
301332493	PUBLIC NOTICE-LIQUOR LICENSE RENEWALS	02/13/19	161.00	.00	
301332495	PUBLIC NOTICE-CALL FOR BIDS	02/13/19	57.50	.00	
301332512	PUBLIC NOTICE-LIQUOR LICENSE RENEWALS	02/13/19	161.00	.00	
301332513	PUBLIC NOTICE-CALL FOR BIDS	02/13/19	57.50	.00	
301332515	MINUTES	02/13/19	598.00	.00	
301332581	PUBLIC NOTICE-CALL FOR PROPOSALS	02/20/19	57.50	.00	
301332589	MINUTES	02/20/19	287.50	.00	
301332590	WARRANT REGISTER	02/20/19	253.00	.00	
301332594	PUBLIC NOTICE-CALL FOR PROPOSALS	02/20/19	57.50	.00	
Total DOUGLAS BUDGET:			3,185.50	.00	
DOUGLAS COMMUNITY CLUB					
012519	FUNDING ALLOCATION AGREEMENT	01/25/19	4,583.33	.00	
022519	FUNDING ALLOCATION AGREEMENT	02/25/19	4,583.33	.00	
Total DOUGLAS COMMUNITY CLUB:			9,166.66	.00	
DOUGLAS CUSTOM SEAT COVERS LLC					
22819	BADGE HOLDER PATCHES	02/28/19	150.00	.00	
Total DOUGLAS CUSTOM SEAT COVERS LLC:			150.00	.00	
DUNCAN-MALONE, HEATHER					
128	LEGAL SERVICES	03/04/19	2,945.10	.00	
129	LEGAL SERVICES	03/04/19	934.90	.00	
Total DUNCAN-MALONE, HEATHER:			3,880.00	.00	
ENERGY LABORATORIES INC					
213677	WASTEWATER SAMPLING	02/07/19	52.00	.00	
213678	WATER SAMPLING	02/07/19	88.00	.00	
214005	WASTEWATER SAMPLING	02/11/19	85.00	.00	
214798	WASTEWATER SAMPLING	02/14/19	260.00	.00	
214799	WATER SAMPLING	02/14/19	604.00	.00	
215092	WATER SAMPLING	02/15/19	66.00	.00	
Total ENERGY LABORATORIES INC:			1,155.00	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
ENFORCEMENT VIDEO LLC					
5708	VIDEO SYSTEMS	02/04/19	11,190.00	.00	
Total ENFORCEMENT VIDEO LLC:			11,190.00	.00	
FASTENAL - DOUGLAS BRANCH					
54573	GLOVES	01/17/19	23.24	.00	
54734	BOLTS/THREADED ROD/NUTS/WASHER	01/28/19	19.93	.00	
54747	SHACKLE/SCREW	01/29/19	33.68	.00	
54798	FLOOR DRY	01/31/19	36.23	.00	
55030	LUBRICANT	02/12/19	33.96	.00	
55129	SCREWS/QUICK LINKS	02/15/19	5.99	.00	
55167	SCREWS	02/19/19	2.12	.00	
55193	TARP	02/20/19	9.99	.00	
55234	THREADED ROD/HEADLAMP/THREADLOCKER	02/21/19	110.62	.00	
55240	CAP SCREW	02/21/19	5.74	.00	
55254	RETURN-THREADED ROD	02/22/19	30.88	.00	
55255	THREADED ROD	02/22/19	44.46	.00	
Total FASTENAL - DOUGLAS BRANCH:			295.08	.00	
FERGUSON ENTERPRISES					
0962486	REPAIR KITS	02/04/19	929.55	.00	
0964251	PIPE/SUPPLIES-SCADA UPGRADE PROJECT	02/13/19	6,360.75	.00	
0964266	PIPE/SUPPLIES-SCADA UPGRADE PROJECT	02/15/19	1,359.85	.00	
0965437	FIRE HYDRANT	02/04/19	3,825.00	.00	
0970503	METER PIT/LID/INSULATION	02/22/19	1,086.47	.00	
Total FERGUSON ENTERPRISES:			13,561.62	.00	
FIRE SUPPRESSION AUTHORITY					
020519	FUNDING ALLOCATION AGREEMENT	02/05/19	23,333.33	.00	
Total FIRE SUPPRESSION AUTHORITY:			23,333.33	.00	
FREEDOM MAILING SERVICE					
35347	UTILITY BILLING MAILING SERVICE	02/07/19	928.51	.00	
Total FREEDOM MAILING SERVICE:			928.51	.00	
G/C BUILDING SUPPLY					
34411	REPAIRS-OVER HEAD DOORS	01/28/19	482.54	.00	
Total G/C BUILDING SUPPLY:			482.54	.00	
GALLS LLC					
011787852	DEFENSE SPRAY CASE	01/22/19	24.91	.00	
011889738	TRAFFIC CONES	02/04/19	45.59	.00	
Total GALLS LLC:			70.50	.00	
GENERAL SHALE BRICK					
183019474	RETAINING WALL BLOCK/PALLET DEPOSIT	02/11/19	3,652.00	.00	
183019475	RETAINING WALL BLOCK/CAP/PALLET DEPOSIT	02/11/19	3,113.80	.00	
Total GENERAL SHALE BRICK:			6,765.80	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
H & H ELECTRIC LLC					
11991	ELECTRICAL REPAIR-BULK WATER STATION	02/11/19	3,971.90	.00	
12102	ELECTRICAL REPAIR-BULK WATER STATION	02/19/19	531.88	.00	
3	SCADA SYSTEM REPLACEMENT	02/19/19	10,215.84	.00	
Total H & H ELECTRIC LLC:			14,719.62	.00	
HAWKINS INC					
44050704	CHEMICALS - WATER TRMT/WASTE WATER TRMT/TUBING	02/20/19	1,228.61	.00	
Total HAWKINS INC:			1,228.61	.00	
HERE TO HELP					
021319	FUNDING ALLOCATION AGREEMENT	02/13/19	227.25	.00	
Total HERE TO HELP:			227.25	.00	
HOMAX OIL SALES INC					
0448189-IN	DIESEL/ADDITIVE	02/19/19	1,086.29	.00	
0448574-IN	UNLEADED FUEL/DIESEL/ADDITIVE	02/22/19	9,135.51	.00	
CL92483	FUEL	01/31/19	22.80	.00	
Total HOMAX OIL SALES INC:			10,244.60	.00	
HOMETOWN PRINTED APPAREL					
20180151	VESTS	02/07/19	194.48	.00	
Total HOMETOWN PRINTED APPAREL:			194.48	.00	
HONNEN EQUIPMENT CO					
1028860	FLASHER RELAY	02/15/19	57.29	.00	
Total HONNEN EQUIPMENT CO:			57.29	.00	
ICMA RETIREMENT					
020119	Payroll Deduction	02/01/19	6,896.92	6,896.92	02/01/19
021519	Payroll Deduction	02/15/19	7,009.92	7,009.92	02/15/19
Total ICMA RETIREMENT:			13,906.84	13,906.84	
IDAHO TOWER CONSTRUCTION COMPANY LLC					
020519	REFUND-OVERPAYMENT OF CONTRACTOR LICENSE	02/05/19	50.00	.00	
Total IDAHO TOWER CONSTRUCTION COMPANY LLC:			50.00	.00	
INTERNATIONAL CODE COUNCIL INC					
3223382	MEMBERSHIP	02/19/19	135.00	.00	
Total INTERNATIONAL CODE COUNCIL INC:			135.00	.00	
JACKS HEAVY EQUIPMENT INC					
X302015069:01	VALVE	02/14/19	169.80	.00	
X302015468:01	WIRING HARNESS	02/27/19	63.94	.00	
Total JACKS HEAVY EQUIPMENT INC:			233.74	.00	
JERRYS WELDING SERVICE					
14563	MISCELLANEOUS METAL/CUTTING	02/21/19	19.05	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total JERRYS WELDING SERVICE:			19.05	.00	
JOHNSON, JERIMY					
020719	UTILITY DEPOSIT REFUND	02/07/19	170.00	.00	
Total JOHNSON, JERIMY:			170.00	.00	
KINGS PORTION					
030419	FUNDING ALLOCATION AGREEMENT	03/04/19	211.05	.00	
Total KINGS PORTION:			211.05	.00	
LACAL EQUIPMENT COMPANY					
0295164	BLADES	02/07/19	1,366.38	.00	
Total LACAL EQUIPMENT COMPANY:			1,366.38	.00	
LARAMIE PEAK HUMANE SOCIETY					
021519	FUNDING ALLOCATION AGREEMENT	02/15/19	7,500.00	.00	
Total LARAMIE PEAK HUMANE SOCIETY:			7,500.00	.00	
LAW ENFORCEMENT TARGETS					
0406759	TARGETS	02/11/19	170.60	.00	
0406979	TARGETS	02/13/19	110.50	.00	
Total LAW ENFORCEMENT TARGETS:			281.10	.00	
LITHIA OF CASPER LLC					
164883	SEAL	02/26/19	9.68	.00	
Total LITHIA OF CASPER LLC:			9.68	.00	
MEDICINE BOW TECHNOLOGIES					
COD20190228	ANTIVIRUS	02/28/19	90.00	.00	
Total MEDICINE BOW TECHNOLOGIES:			90.00	.00	
MERBACK AWARD COMPANY					
54352	NAME PLATE HOLDERS/NAME TAGS	02/08/19	295.74	.00	
Total MERBACK AWARD COMPANY:			295.74	.00	
MERITAIN HEALTH					
020119	HEALTH INSURANCE PREMIUM/ADMINISTRATION FEES	02/01/19	29,758.45	29,758.45	02/01/19
022219	HEALTH INSURANCE PREMIUM/ADMINISTRATION FEES	02/22/19	28,138.91	28,138.91	02/22/19
Total MERITAIN HEALTH:			57,897.36	57,897.36	
MOTION INDUSTRIES INC					
54-646885	AIR BLADDER	02/21/19	3,262.88	.00	
Total MOTION INDUSTRIES INC:			3,262.88	.00	
MOTOROLA SOLUTIONS INC					
16034838	MOBILE RADIOS	01/29/19	9,078.48	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total MOTOROLA SOLUTIONS INC:			9,078.48	.00	
MOUNTAIN VIEW BUILDING INC					
1	SPRINGLINE PROJECT	02/25/19	545,803.71	.00	
Total MOUNTAIN VIEW BUILDING INC:			545,803.71	.00	
MURRAY, LOGAN					
021419	UTILITY DEPOSIT REFUND	02/14/19	215.00	.00	
Total MURRAY, LOGAN:			215.00	.00	
MUTCHLER, BILL/TRICIA					
013119	CREDIT BALANCE REFUND	01/31/19	52.41	.00	
Total MUTCHLER, BILL/TRICIA:			52.41	.00	
NOBLE MEDICAL					
129436	DRUG TEST CUPS	02/07/19	230.41	.00	
Total NOBLE MEDICAL:			230.41	.00	
NORCO INC					
25727570	MOP DISINFECTANT	02/04/19	42.90	.00	
25764072	BATH TISSUE	02/08/19	50.26	.00	
25785706	GLOVES	02/12/19	14.00	.00	
25803144	TOILET TISSUE/ROLL TOWELS/TRASH BAGS/SOAP	02/14/19	205.31	.00	
25812083	GLOVES/ROLL TOWELS	02/15/19	37.97	.00	
25860892	ICE MELT	02/22/19	11.26	.00	
25872159	ACETYLENE/GLOVES	02/25/19	77.92	.00	
Total NORCO INC:			439.62	.00	
ONE STOP AUTO PLEX					
91406	ALIGNMENT	02/27/19	93.59	.00	
Total ONE STOP AUTO PLEX:			93.59	.00	
O'REILLY AUTOMOTIVE INC					
382120	GLOVES	02/07/19	40.46	.00	
382277	HEADLIGHT BULBS	02/08/19	19.18	.00	
384449	STARTER	02/22/19	155.25	.00	
384996	RETURN-CORE CHARGE	02/25/19	10.00-	.00	
385070	BUSHINGS	02/25/19	103.78	.00	
385222	THREAD TAP	02/26/19	5.99	.00	
385564	BATTERY BLANKET	02/28/19	33.77	.00	
Total O'REILLY AUTOMOTIVE INC:			348.43	.00	
OSTLUND JR, PATRICK/AUTUMN					
021419	UTILITY DEPOSIT REFUND	02/14/19	255.00	.00	
Total OSTLUND JR, PATRICK/AUTUMN:			255.00	.00	
PEXTON, KIM					
022219	MEALS/LODGING/TRAVEL-WAM WINTER CONF	02/22/19	204.22	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total PEXTON, KIM:			204.22	.00	
POINTS WEST COMMUNITY BANK					
022819	INVEST FUNDS	02/28/19	1,000,000.00	1,000,000.00	02/28/19
Total POINTS WEST COMMUNITY BANK:			1,000,000.00	1,000,000.00	
POST AND ASSOCIATES					
9209	PROFESSIONAL SERVICES	02/20/19	400.00	.00	
Total POST AND ASSOCIATES:			400.00	.00	
PUBLIC SAFETY CENTER					
5851357	TRAFFIC CONES/LIGHTS/CASE	02/12/19	373.50	.00	
Total PUBLIC SAFETY CENTER:			373.50	.00	
RADDCO LLC					
279021	GREASE SYSTEM	02/01/19	1,091.00	.00	
279039	FLOOR DRY	02/01/19	246.30	.00	
279042	REDUCER	02/01/19	32.73	.00	
279281	FLOOR DRY	02/04/19	16.42	.00	
279428	U-JOINT/SOCKETS	02/05/19	42.88	.00	
279477	OIL, AIR, FUEL, LUBE & COOLANT FILTERS	02/05/19	345.29	.00	
279487	HOSE/FITTINGS	02/05/19	39.03	.00	
279504	HOSE/FITTING	02/05/19	19.80	.00	
279532	OIL, AIR, FUEL & HYDRAULIC FILTERS	02/06/19	188.49	.00	
279736	FUEL & HYDRAULIC FILTERS	02/07/19	75.79	.00	
279780	RADIATOR SEALER	02/07/19	5.99	.00	
280188	SNAP RING	02/11/19	2.07	.00	
280685	BATTERY	02/15/19	114.71	.00	
280743	HOSE	02/15/19	58.05	.00	
280751	BELT	02/15/19	7.06	.00	
280975	BELT	02/19/19	7.06	.00	
281114	BATTERY	02/20/19	114.71	.00	
281417	U-JOINT	02/22/19	6.74	.00	
281464	WIRE	02/22/19	5.94	.00	
281584	AIR FILTER	02/25/19	10.00	.00	
281643	WIPER	02/25/19	9.63	.00	
281706	HEATER/METRIC TAP	02/26/19	88.33	.00	
281749	GREASE/MULTIMETER	02/26/19	98.26	.00	
281875	BATTERY	02/27/19	117.59	.00	
281893	THREAD TAP	02/27/19	3.72	.00	
281894	FLOOR DRY	02/27/19	32.84	.00	
281908	RADIATOR HOSE	02/27/19	54.06	.00	
281926	ANITFREEZE	02/27/19	69.24	.00	
282001	HEAT SHRINK TUBING	02/27/19	6.91	.00	
282020	BOLTS	02/27/19	7.08	.00	
Total RADDCO LLC:			2,917.72	.00	
ROBINSON CONTRACTING INC					
1-978	ASBESTOS INSPECTION-CITY HALL	01/27/19	3,125.00	.00	
Total ROBINSON CONTRACTING INC:			3,125.00	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
ROCKY MOUNTAIN POWER					
022219	ELECTRICITY SERVICES	02/22/19	776.10	.00	
030119	ELECTRICITY SERVICES	03/01/19	20,498.93	.00	
030519	ELECTRICITY SERVICES	03/05/19	44.00	.00	
Total ROCKY MOUNTAIN POWER:			21,319.03	.00	
RON'S EQUIPMENT CO INC					
C17637	BACKHOE	02/12/19	69,220.00	.00	
Total RON'S EQUIPMENT CO INC:			69,220.00	.00	
RONS SUPPLY LLC					
311800	PROPANE	02/05/19	62.90	.00	
311890	GREASE	02/11/19	119.95	.00	
312301	PROPANE	02/27/19	50.15	.00	
312317	WELDING HELMET BATTERIES	02/28/19	3.95	.00	
Total RONS SUPPLY LLC:			236.95	.00	
RUSSELL CONSTRUCTION					
4345	SAND/SALT MIX	02/18/19	3,244.80	.00	
Total RUSSELL CONSTRUCTION:			3,244.80	.00	
SAFEWAY STORES					
801779	SNACKS-STRATEGIC PLANNING SESSION	03/04/19	54.40	.00	
805747	COFFEE/SUGAR	02/20/19	61.93	.00	
Total SAFEWAY STORES:			116.33	.00	
SKOGEN, COMETTO & ASSOCIATES PC					
410732	AUDIT SERVICES	01/31/19	15,500.00	.00	
Total SKOGEN, COMETTO & ASSOCIATES PC:			15,500.00	.00	
SOLUTIONS FOR LIFE					
19-008	FUNDING ALLOCATION AGREEMENT	02/20/19	833.34	.00	
Total SOLUTIONS FOR LIFE:			833.34	.00	
STEINER THUESEN PLLC					
022819	ARCHITECT FEES-CEMETERY/WASHINGTON PARK IRR	02/28/19	11,309.25	.00	
Total STEINER THUESEN PLLC:			11,309.25	.00	
TEXAS PNEUDRAULIC INC					
036719	SEAL/SENSOR CABLE	02/18/19	145.15	.00	
Total TEXAS PNEUDRAULIC INC:			145.15	.00	
TITAN MACHINERY - GILLETTE					
12043090	PASSENGER LOWER WATER TANK	01/23/19	4,346.33	.00	
Total TITAN MACHINERY - GILLETTE:			4,346.33	.00	
TJ INDUSTRIES					
93065	TIRES	02/05/19	184.10	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total TJ INDUSTRIES:			184.10	.00	
TOP OFFICE PRODUCTS					
172059	COPIER MAINTENANCE AGREEMENT	01/25/19	217.12	.00	
172549	COPIER MAINTENANCE AGREEMENT	02/25/19	215.79	.00	
Total TOP OFFICE PRODUCTS:			432.91	.00	
TRU-TECH PRODUCTS					
300871	PRIMER/PAINT	02/01/19	43.74	.00	
300925	BROOMS	02/04/19	72.97	.00	
300957	UPS SHIPPING	02/05/19	30.00	.00	
300981	STRIKER/TORCH/TAPE/PROPANE TANK	02/06/19	117.56	.00	
301011	DISH SOAP	02/07/19	5.99	.00	
301033	TUBING CUTTER	02/07/19	44.99	.00	
301059	HOSE/COPPER	02/08/19	41.49	.00	
301072	FASTENERS	02/08/19	7.99	.00	
301111	PAINT/OIL ENAMEL	02/11/19	24.98	.00	
301114	D-CON BAIT	02/11/19	18.99	.00	
301115	SOIL TEST KIT	02/11/19	4.99	.00	
301130	BOLTS/LOCKWASHER/SCREWS/OIL ENAMEL	02/11/19	44.90	.00	
301146	HAIR CLOG REMOVER/SHOWERHEAD	02/12/19	16.98	.00	
301175	CARTRIDGE FILTER	02/12/19	11.99	.00	
301184	JIMMY BAR	02/13/19	15.99	.00	
301185	SPARK PLUG	02/13/19	7.69	.00	
301197	JOINT IMPACT DRILL	02/13/19	11.99	.00	
301241	SCREWS/FASTENERS	02/14/19	4.96	.00	
301249	FASTENERS	02/14/19	7.62	.00	
301340	LIGHT BULB	02/19/19	40.41	.00	
301342	REPLACEMENT STEM	02/19/19	1.99	.00	
301351	HANDLE	02/19/19	10.49	.00	
301412	ENAMEL/ROLLER COVER/TRAY LINER/TAPE	02/20/19	67.93	.00	
301424	SCREWS/SAW BLADE	02/21/19	40.48	.00	
301431	GLUE/SCREWS	02/21/19	47.58	.00	
301440	DIGGING BAR/POST HOLE DIGGER	02/21/19	79.98	.00	
301460	ADAPTER	02/22/19	6.59	.00	
301468	BOLTS	02/22/19	13.14	.00	
301472	BALLCOCK ANTI SIPHON	02/22/19	12.99	.00	
301476	FASTENERS	02/22/19	14.34	.00	
301477	RETURN-BOLTS	02/22/19	13.14	.00	
301511	RECIP BLADE/DRILL BIT	02/25/19	10.08	.00	
301527	END BRUSH	02/25/19	5.59	.00	
301551	WASHER/BOLT	02/26/19	7.23	.00	
301556	BOLT/WASHER	02/26/19	3.34	.00	
301579	FASTENERS	02/27/19	40.99	.00	
301630	WIRE WHEEL/SOCKET	02/28/19	27.88	.00	
301642	ELBOW/HOSE	02/28/19	7.71	.00	
Total TRU-TECH PRODUCTS:			961.41	.00	
TWIN PEAKS PUMP & SUPPLY INC					
74819	GASKETS	01/22/19	28.50	.00	
75118	NIPPLES/SEALANT/STD/PIPE/CUT & THREAD	01/30/19	204.69	.00	
75394	PSI GAUGE	02/08/19	28.13	.00	
Total TWIN PEAKS PUMP & SUPPLY INC:			261.32	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
UNIVERSITY ENTERPRISES INC					
775387	MANUAL/REGISTRATION	11/28/18	216.00	.00	
Total UNIVERSITY ENTERPRISES INC:			216.00	.00	
USA BLUEBOOK					
804341	PRESSURE TRANSMITTER	02/05/19	1,185.04	.00	
815673	METERS/FIELD MOUNT KIT	02/18/19	19,661.02	.00	
822749	SHIPPING	02/26/19	17.81	.00	
Total USA BLUEBOOK:			20,863.87	.00	
VERIZON WIRELESS					
022219	CELLULAR SERVICE	02/22/19	31.91	.00	
030119	CELLULAR SERVICE	03/01/19	1,388.20	.00	
030519	CELLULAR SERVICE	03/05/19	83.83	.00	
Total VERIZON WIRELESS:			1,503.94	.00	
VISA-CONVERSE COUNTY BANK					
013629	PRE EMPLOYMENT TESTING	02/13/19	75.00	.00	
020119	MEALS/LODGING/TRAVEL-DIGITAL FORENSIC ANALYSIS	02/01/19	776.74	.00	
021419	MEALS/LODGING/TRAVEL-MOSQUITO MANAGEMENT CONF	02/14/19	586.38	.00	
022019	MEALS/LODGING-WASCOP MEETINGS/TRAINING	02/20/19	231.29	.00	
022119	REGISTRATION-ROCKY MTN LAND USE CONF	02/21/19	650.00	.00	
022219-1	MEALS/LODGING-WAM WINTER CONFERENCE	02/22/19	963.00	.00	
114-7058332	MICROCHIP SCANNER	02/05/19	79.99	.00	
114-7853551	LABEL TAPE	02/05/19	14.33	.00	
114-8398091	LABEL MAKER/TAPE	02/05/19	66.98	.00	
WC-3603	ELECTRONIC IGNITOR	02/21/19	69.00	.00	
Total VISA-CONVERSE COUNTY BANK:			3,512.71	.00	
VISIONARY COMMUNICATIONS INC					
2462322	PHONE SERVICE	03/01/19	598.93	.00	
2462323	PHONE SERVICE	03/01/19	288.63	.00	
Total VISIONARY COMMUNICATIONS INC:			887.56	.00	
VOICE PRODUCTS SERVICE LLC					
AR87525	MAINTENANCE AGREEMENT-RECORDING SYSTEM	01/29/19	1,651.00	.00	
Total VOICE PRODUCTS SERVICE LLC:			1,651.00	.00	
WW GRAINGER					
9050340695	CREDIT	01/08/19	417.60	.00	
9066213969	BIT	01/23/19	72.40	.00	
9067550526	AIR CYLINDER	01/24/19	63.44	.00	
9075531005	THREAD SEALANT	02/01/19	111.00	.00	
9076341792	PUMP REPAIR KIT	02/04/19	116.90	.00	
9077679679	HEEL TRACTION ICE GRIPPERS	02/05/19	113.25	.00	
9085673250	GRINDING WHEEL	02/12/19	50.81	.00	
9088176038	BATTERY BACKUP	02/14/19	130.52	.00	
9092344283	HEEL TRACTION ICE GRIPPERS	02/19/19	226.50	.00	
Total WW GRAINGER:			467.22	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
WY CHILD & FAMILY DEV INC					
021319	FUNDING ALLOCATION AGREEMENT	02/13/19	416.67	.00	
Total WY CHILD & FAMILY DEV INC:			416.67	.00	
WY DIVISION OF VICTIM SERVICES					
022219	VICTIM COMP SURCHARGES	02/22/19	300.00	.00	
Total WY DIVISION OF VICTIM SERVICES:			300.00	.00	
WY MACHINERY COMPANY					
PO5675567	TRACK SHOE	01/30/19	448.53	.00	
PO5683418	CABLE ASSEMBLY	02/05/19	236.80	.00	
PO5692419	TRACK SHOE	02/12/19	4,983.72	.00	
PO5694365	CLIP/BEARING	02/13/19	2.65	.00	
PO5713055	TRACK SHOE	02/27/19	155.79	.00	
Total WY MACHINERY COMPANY:			5,827.49	.00	
WY PEACE OFFICERS ASSOCIATION					
2019	MEMBERSHIPS-WY PEACE OFFICERS ASSN	02/25/19	130.00	.00	
Total WY PEACE OFFICERS ASSOCIATION:			130.00	.00	
WY RETIREMENT SYSTEM					
020819	Payroll Deduction	02/08/19	48,510.76	48,510.76	02/11/19
Total WY RETIREMENT SYSTEM:			48,510.76	48,510.76	
WY STATE DISBURSEMENT CENTER					
020119	Payroll Deduction	02/01/19	678.72	678.72	02/01/19
021519	Payroll Deduction	02/15/19	678.72	678.72	02/15/19
Total WY STATE DISBURSEMENT CENTER:			1,357.44	1,357.44	
WY SUPREME COURT					
022219	TECHNOLOGY SURCHARGES/CIVIL LEGAL SERVICE FEES	02/22/19	1,880.00	.00	
Total WY SUPREME COURT:			1,880.00	.00	
WYOMING MOSQUITO MANAGEMENT					
011619	WMMA MANAGEMENT DUES & CONFERENCE	01/16/19	225.00	.00	
Total WYOMING MOSQUITO MANAGEMENT:			225.00	.00	
WYOPASS (WY PLANNING ASSOC)					
013119	ANNUAL DUES	01/31/19	385.00	.00	
Total WYOPASS (WY PLANNING ASSOC):			385.00	.00	
YOUTH DEVELOPMENT SERVICES					
012319	FUNDING ALLOCATION AGREEMENT	01/23/19	833.33	.00	
022019	FUNDING ALLOCATION AGREEMENT	02/20/19	833.33	.00	
Total YOUTH DEVELOPMENT SERVICES:			1,666.66	.00	
Grand Totals:			3,300,753.75	2,201,112.75	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
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Approved By _____
City Administrator

Date _____

**City Council Meeting Minutes
February 25, 2019**

The regular meeting of the Douglas City Council was held on Monday, February 25, 2019, at 5:30 p.m. in the Council Chambers of City Hall at 101 N. 4th Street, Douglas, Wyoming.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Mayor Kemper called the meeting to order and led the assembly in the Pledge of Allegiance. Upon roll call the following were present:

Mayor:	Rene' Kemper
Council Members:	John Bartling
	Monty Gilbreath
	Kim Pexton
	Karl E. Hertz

Others Present:

City Administrator	Jonathan Teichert
City Attorney	Heather Duncan-Malone
City Clerk	Karen Rimmer
City Treasurer	Mary Nicol
Chief of Police	Ron Casalenda
Public Works Director	John Harbarger
Community Dev. Director	Clara Chaffin
IT Director	Gary Schwarz

Disclosures by City Councilmembers: Mayor Kemper asked for disclosures of any conflicts of interest for Council members; there were none.

Consent Agenda: Councilmember Bartling moved to approve the Consent Agenda as presented: **Item 2.I. Corrections, Additions, and Approval of Agenda for February 25, 2019; Item 2.II. Consideration of Resolutions and Ordinance by Title Only; Item 2.III. Minutes, Regular City Council Meeting, February 11, 2019; Item 2.IV. Minutes, City Council Work Session, January 28, 2019; Item 2.VI. Minutes, Planning and Zoning Commission Meeting, February 19, 2019.** Councilmember Hertz seconded; no discussion and motion approved 5-0.

Presentations to Council/Public Hearings: **Item 3.I. Presentation of Fiscal Year 2018 Audit, Skogen, Commetto, and Associates:** Cynthia Olson of Skogen, Commetto, and Associates approached Council and provided an overview of the 2018 Financial Statement including an explanation of the layout of the audit report; government wide and fund statements; capital assets; statement of net position; unrestricted fund amount; statement of activities; percent of change in net position; governmental, expendable, and fiduciary funds and current liabilities; major and non-major funds; reconciliations; and recommendations for amendments. There were no questions from Council. **Item 3.II. Resolution 1992, Authorizing a Conditional Use Permit (CUP) for**

48 **the Keeping of Fowl in an R-2 Medium Density Residential Zone at**
49 **418 West Clay Street (Riverview Addition, Block 1, Lot 4, and**
50 **the East Twenty-five Feet of Lot 5), City of Douglas:** Mayor
51 Kemper opened the public hearing; Director Chaffin provided the
52 staff report including location; purpose; size; zoning; existing
53 and surrounding land use; and staff analysis and recommendation
54 of approval of the project. Written confirmation of acceptance
55 has been received by adjacent property owners; this CUP would
56 allow up to 17 female fowl. The Planning and Zoning Commission
57 recommended approval at their February 19, 2019 regular meeting.
58 There were no questions from Council; no comments from the
59 applicant; and no comments in favor or opposition of the
60 resolution; public hearing closed. Councilmember Gilbreath
61 moved to approve Resolution 1992 as presented; seconded by
62 Councilmember Pexton; no discussion and motion approved 5-0.
63 **Item 3.III. Resolution 1993, Approving the Hill Minor**
64 **Subdivision, Being a Portion of the NW1/4 of Section 12,**
65 **Township 32 North, Range 72 West, Converse County, Wyoming:**
66 Mayor Kemper opened the public hearing; Director Chaffin
67 provided the staff report including location; purpose; size; and
68 existing land use. This is a county subdivision within one mile
69 of the corporate city limits, has no zoning, and is being
70 considered per WY Statutes. Staff recommends approval and City
71 preferences were discussed. The Planning and Zoning Commission
72 recommended approval at their February 19, 2019 regular meeting.
73 There were no questions from Council; no comments from the
74 applicant; and no comments in favor or opposition of the
75 Resolution; public hearing closed. Councilmember Bartling moved
76 to approve Resolution 1993 as presented; Councilmember Gilbreath
77 seconded; no discussion and motion approved 5-0. **Item 3.IV.**
78 **Liquor License Renewal Applications, License Term April 1, 2019**
79 **to March 31, 2020: Licensees with No Violations During the 2018-**
80 **2019 License Term: 10G Inc. DBA Chutes Restaurant and Bar;**
81 **Beggar LLC DBA The Liquor Cabinet; CIB LLC DBA College Inn;**
82 **Depot (The) DBA The Depot; Four Seasons Chinese Restaurant DBA**
83 **Four Seasons Chinese Restaurant; Friendz LLC DBA Friendz;**
84 **Headstong LLC DBA Headstrong Brewery (Retail); Headstrong LLC**
85 **DBA Headstrong Brewery (Microbrewery); House of Pinz Inc. DBA**
86 **House of Pinz; Kota LLC DBA White Wolf Saloon; Moose Lodge No.**
87 **602 DBA Moose Lodge; Samuel Mares Post No. 8 DBA American**
88 **Legion; Sunset Liquors LLC DBA Sunset Liquors; Underwood**
89 **Ventures Inc. DBA Northgate Liquor and Lounge:** Mayor Kemper
90 opened the public hearing; Clerk Rimmer provided an overview of
91 the process for renewal and approval. She provided details on
92 the application process; license availability; compliance
93 checks; and general liquor license information. Specific details
94 were provided for Headstrong LLC as approval needs to be

95 contingent upon the minimum required barrels of malt beverages
96 being produced. Details were also provided for other changes
97 specific to High Plains Pizza Inc. and Underwood Ventures Inc.
98 There were no questions from Council. John Hunt, Headstrong LLC,
99 approached Council to provide an update on the status of the
100 barrels needed to be produced in order to renew. There were no
101 other comments from the applicants and no comments in favor or
102 opposition of the licenses; public hearing closed. Councilmember
103 Hertz moved to approve the microbrewery liquor license for
104 Headstrong LLC DBA Headstrong Brewery for the license term of
105 April 1, 2019 to March 31, 2020, contingent upon written
106 verification received by the Clerk no later than March 28, 2019
107 at 5:00 p.m. that a minimum of 50 barrels of malt beverages were
108 produced for the 2018-19 license term; seconded by Councilmember
109 Gilbreath; no discussion and motion approved 5-0. Councilmember
110 Gilbreath moved to approve all other liquor license renewal
111 applications as presented for the license term of April 1, 2019,
112 to March 31, 2020 for those licensees with no violations;
113 Councilmember Hertz seconded; no discussion and motion approved
114 5-0. **Item 3.V. Liquor License Renewal Applications, License Term**
115 **April 1, 2019 to March 31, 2020: Licensees With Violations**
116 **During the 2018-2019 License Term:** Mayor Kemper opened the
117 public hearing; Clerk Rimmer provided a staff report for each
118 licensee as follows which included the number and description of
119 violation(s), number of total violations within a three-year
120 period, and Council action pertaining to violation(s) during the
121 current license term: **Douglas Liquors LLC DBA Douglas Discount**
122 **Liquors and Tobacco; H-4-U Inc. DBA Plains Trading Post; Los**
123 **Espinosa Inc. DBA La Costa Mexican Restaurant; P&Z Inc. DBA**
124 **Double D Liquors; Round Rock Entertainment LLC DBA LaBonte Bar;**
125 **Sapporo WY II LLC DBA Sapporo Steak and Sushi; TBK Club LLC DBA**
126 **Douglas Community Club 19th Hole; Three Boys Inc. DBA the**
127 **Waterhole.** Margie Taggart, TBK Club LLC, approached Council to
128 further explain the violation for TBK Club and what was done to
129 ensure it does not happen again. Deanna Cheney approached
130 Council to explain methods put in place to ensure that a
131 compliance failure does not occur again. There were no questions
132 from Council and no other comments from applicants; there were
133 no comments in favor or opposition of the applications; public
134 hearing closed. Councilmember Bartling moved to approve all the
135 liquor license renewal applications for the license term of
136 April 1, 2019, to March 31, 2020 for these licensees with
137 violations; seconded by Councilmember Pexton; no discussion and
138 motion approved 5-0.

139 **Public Comments:** None.

140 **Council Items:** Item 5.I. Resolution 1991, Designating
141 Depositories for Depositing of Public Funds for the City of

142

143 **Douglas, Wyoming:** Councilmember Pexton moved to approve
144 Resolution 1991 as presented; seconded by Councilmember
145 Gilbreath; no discussion and motion approved 5-0. **Item 5.II.**
146 **Resolution 1994, Adopting the Converse County, Wyoming Hazardous**
147 **Mitigation Plan, 2018 Update:** Councilmember Hertz moved to
148 approve Resolution 1994 as presented; Councilmember Bartling
149 seconded; no discussion and motion approved 5-0. **Item 5.III.**
150 **Resolution 1995, Adopting the Wyoming Region 2, Converse County,**
151 **Natrona County, and Niobrara County Regional Hazard Mitigation**
152 **Plan, September 2018 Update:** Councilmember Gilbreath moved to
153 approve Resolution 1995 as presented; Councilmember Hertz
154 seconded; no discussion and motion approved 5-0. **Item 5.IV.**
155 **Recommendation, Sealed Bids for Purchase of Gun Safes:**
156 Councilmember Gilbreath moved to accept the sealed bid from
157 DeWayne Olson for the Liberty safe in the amount of \$511.89 as
158 recommended, and to accept the bids from Todd Matthews for the
159 Cannon safe and the Winchester safe in the amount of \$301.00
160 each as recommended, and further authorize the City
161 Administrator to sign all other associated documentation;
162 Councilmember Bartling seconded; no discussion and motion
163 approved 5-0. **Item 5.V. Bid Recommendation, Sewer Lift Station**
164 **Upgrades, Wyoming State Fairgrounds:** Councilmember Bartling
165 moved to accept the bid from Russell Industries Inc. in the
166 amount of \$101,547.00 as recommended, and further authorize the
167 City Administrator to sign all associated documentation;
168 seconded by Councilmember Pexton; no discussion and motion
169 approved 5-0.

170 **Council Information: Item 6.I. Sales Tax Report, February 2019;**
171 **Item 6.II. Treasurer's Report, January 2019; Item 6.III.**
172 **Dashboards, January 2019:** Councilmember Gilbreath stated for the
173 record that the amount of sales tax revenue received this month
174 was \$1,366,128.17; the City has now received \$4,348,048.61 over
175 the FY2019 budgeted revenues. No further discussion and no
176 action taken.

177 **Adjourn:** Councilmember Hertz moved to adjourn the regular
178 Council meeting; Councilmember Pexton seconded; no discussion
179 and motion approved 5-0. Regular meeting adjourned at 6:20 p.m.

180 **ATTEST:**

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183

184 _____
Karen Rimmer, City Clerk

Rene' Kemper, Mayor

185 Published: March 6, 2019

1 **Work Session, Douglas City Council**
2 **February 25, 2019**

3 A Work Session of the Douglas City Council was held on Monday, February 25, at 4:04 p.m. in
4 the Council Chambers, 101 N. 4th Street, Douglas, Wyoming. Mayor Kemper called the meeting to
5 order. Those present were:

6 **Mayor and Council:** Rene' Kemper, Mayor; Councilmembers John Bartling, Monty Gilbreath,
7 Kim

8 Pexton, and Karl E. Hertz

9 **Others Present:** Jonathan Teichert, City Administrator; Karen Rimmer, City Clerk;
10 Colin

11 Tiernan, Reporter, Douglas Budget

12 Council members were provided documents for review including a recreation center
13 questionnaire; a draft design concept of the proposed Douglas Community Center; and a draft
14 Operation Plan with a focus on comparison of expenditure and revenue scenarios. Councilmember
15 Gilbreath provided an update and overview of several items including the Rec Center Committee
16 members, comprised of representatives from the City of Douglas, Converse County, and Converse
17 County School District #1 Recreation Board (CCSD#1). A brief history of the existing Rec
18 Center was discussed, as was the rec mil; uses of the rec mil; and the 2015 Special Election.
19 He stated that the City needs to determine whether to move forward or not; if so, a memorandum
20 of understanding (MOU) would be needed between the City, County, and CCSD#1; any such
21 agreement would need to be approved by Council. Recreation in Douglas and the City's role in
22 rec was examined. A Joint Powers Board would be created consisting of members representing the
23 City, County, and CCSD#1; funding obligations would be linked to the number of board positions
24 held meaning the entity with the most control would provide the most funding. The
25 questionnaire was reviewed and discussed at length, as was the expenditure and revenue
26 comparison. The operation of the potential rec center was considered including employees;
27 furnishings; membership fees; priority of public rec versus school rec; and examples of other
28 rec centers around the state. Council concurred that this is not something they would wish to
29 pursue without a public vote. Council also concurred that their preference would be for a
30 seven-member Joint Powers Board consisting of four members from CCSD#1, two members from the
31 City, and one member from the County (4-2-1). Primary concerns of Council members include cost
32 of the project and sustainable funding; there is not a firm cost of the project at this time.
33 Following final discussion and comments, the Work Session was adjourned at 5:20 p.m. **No**
34 **Council action was taken.**

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Karen Rimmer, City Clerk

Memo

To: Jonathan Teichert; City Administrator
From: John Harbarger; Public Works Director
cc:
Date: March 1, 2019
Re: Solid Waste Haul Proposal

On February 26, 2019. At 2:30 PM proposals were opened by the City Clerk for hauling the solid waste from the Douglas Landfill to the Casper Landfill. Three proposals were received.

383 Construction LLC for a cost of \$299.00 per trip.

Andree Hunt Inc.. for a cost of \$480.00 per trip.

Razn Kain Trucking LLC. For a cost of \$280.00 per trip.

I recommend that the City of Douglas except the proposal from Razn Kain LLC for the proposed cost of \$280.00 per trip for the duration of two years.

CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.
WE KNOW JACK.

Memo

To:	Jonathan Teichert, City Administrator
From:	Karen Rimmer, City Clerk
cc:	John Harbarger, PW Director; Alan Gorrell, Landfill Supervisor
Date:	February 27, 2019
Re:	MUNICIPAL SOLID WASTE HAUL PROPOSALS, 2019-2021
	Opening – 2:30 P.M.

A total of three (3) proposals for solid waste hauling were received prior to the bid opening as follows:

Name of Contractor	Cost per Trip	Pump Capable of 30-35 GPM at 3,000 PSI – Yes or No	Available with 24-hour Notice – Yes or No	Able to Meet Other Requirements – Yes or No
383 Construction	\$299.00	Yes	Yes	Yes
Andreen Hunt Inc.	\$480.00	Yes	Yes	Yes
Razn Kain Trucking LLC	\$280.00	Yes	Yes	Yes

All proposals were filed and are available for your review. The contract for services will be sent to the City Attorney for review in order to be acted upon at the March 11, 2019 regular City Council meeting.

CONVERSE COUNTY TOURISM PROMOTION BOARD

Feb. 21, 2019 • 5:00 p.m. • Douglas, Wyo. • Ruthe James Williams Memorial Conference Center

Members Present: Jane Garber (6/2019, County) • Carl Koters (6/2021, County) • Jenna Thorburn (6/2019, Douglas) • Channis Tagart (6/2020, At Large).

Members Excused: Kim Pexton (6/2020, County) • Zach Martinez (6/2021, Douglas) • Jamie Sullivan (6/2021, Douglas) • Tamara Lehner (6/2019, Glenrock)

Board Vacancies: Vacancy (6/2021, Glenrock).

Guests Present: Marie Nida, Wyoming Equine Extravaganza • Neil Johnson from Yesco • Dennis Switzer from Douglas Broadcasting • James Goodrich, Wyoming State Fair.

January 2019 Meeting Minutes: The minutes were approved as presented.

Financial Report: Checking balance as of Jan. 31, 2019 was \$6,463.54. The January 2019 financials were approved as presented. Revenue for January 2019 was \$37,968.02.

Board members voted to un-encumber the following funds:

2018 Wyoming State Fair • \$1,326.00

Born to Rein: (#BornToRein) Board members voted to encumber \$1,250.00 in the Douglas Account for a full page ad, to be purchased in partnership with the City of Douglas, in the Born to Rein program book. The book will be handed out at the debuts of the movie featuring Sir Barton and the 100-year anniversary of the Triple Crown.

Invoices: A motion to approve invoices totaling \$12,117.60 was approved.

INVOICE #	Grant or Account	PAYABLE TO:	PURPOSE:	SUBMITTING PARTY:	ACCOUNT:	AMOUNT:	CHECK #
2.2019-1	Admin.	Magnuson & Associates, LLC	December bookkeeping	Magnuson & Associates, LLC	Administrative	\$556.00	7369
2.2019-2	Admin.	Sagebrush Marketing, LLC	January admin contract, expenses	Sagebrush Marketing, LLC	Administrative	\$1,200.00	7370

2.2019-3	Split	Sagebrush Marketing, LLC	Marketing work, November 2018	Sagebrush Marketing, LLC	20% Admin; 20% Douglas; 20% Glenrock; 20% WSF; 20% Disc.	\$625.00	7371
2.2019-4	Admin.	Sagebrush Marketing, LLC	Reimburse for motel rooms at State Tourism Conference	Sagebrush Marketing, LLC	Administrative	\$611.60	7372
2.2019-5	#Jackalope Coins (encumbered)	Sagebrush Marketing, LLC	Reimburse for Jackalope Coins	Sagebrush Marketing, LLC	Douglas (encumbered)	\$2,432.00	7373
2.2019-6	TBD	Sagebrush Marketing, LLC	Reimburse for Jackalope Mascot contest	Sagebrush Marketing, LLC	Douglas	\$998.00	7374
2.2019-7	#11.2018-2 Photo Show	Sagebrush Marketing, LLC	Reimburse for Facebook ads	Sagebrush Marketing, LLC	Douglas (encumbered)	\$75.00	7375
2.2019-8	#Billboards 18	Lamar	Billboards	Lamar	Douglas (encumbered)	\$1,840.00	7376
2.2019-9	Visitor Center	The Enterprise	Visitor Center extended hours	The Enterprise	Douglas (encumbered)	\$2,500.00	7377
2.2019-10	#TrueWest (encumbered)	True West	1/3 page vert. magazine ad	True West	25% Douglas; 25% WSF; 25% Disc.; 25% Glenrock	\$980.00	7378
2.2019-11	eNews (encumbered)	Sagebrush Marketing, LLC	Edition 1 eNews	Sagebrush Marketing, LLC	25% Douglas; 25% WSF; 25% Disc.; 25% Glenrock	\$300.00	7379

Data: Board members approved Sagebrush Marketing to spend approximately \$350 and order visitor-related data for Converse County to aid in decision-making for the months ahead. The purchase will be made using administrative dollars

Next meeting: March 21, 2019 • Douglas • Hampton (pending confirmation of local)