

City Council Meeting

Douglas City Hall, 101 N. 4th Street, Douglas, WY

February 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 February 11, 2019

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

- 2.III. Warrant Register, January FY2019

Documents:

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

- 2.IV. Minutes, Regular City Council Meeting, January 28, 2019

Documents:

[01-28-2019 MINS.PDF](#)

- 2.V. Minutes, City Council Work Session, January 28, 2019

Documents:

[01-28-2019 WORK SESSION MINS.PDF](#)

- 2.VI. Minutes, City Council Work Session, January 31, 2019

Documents:

[01-31-2019 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. Bid Recommendation, New Specified Midsize Crossover SUV (City Pool Car)

Documents:

MEMO, BID RECOMMENDATION POOL VEHICLE.PDF
MEMO, BIDS RECEIVED POOL VEHICLE.PDF

4.II. Letter Of Support For The "Born To Reign" Documentary
American Doorstop Legacy Project, 2019

Documents:

LETTER OF SUPPORT, BORN TO REIN DOCUMENTARY.PDF

5. Adjourn

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
383 CONSTRUCTION LLC					
4698	HAULING SOLID WASTE	01/02/19	580.00	.00	
4702	HAULING SOLID WASTE	01/04/19	870.00	.00	
4712	HAULING SOLID WASTE	01/09/19	870.00	.00	
4715	HAULING SOLID WASTE	01/10/19	580.00	.00	
4718	HAULING SOLID WASTE	01/14/19	580.00	.00	
4732	HAULING SOLID WASTE	01/17/19	861.00	.00	
4734	HAULING SOLID WASTE	01/18/19	861.00	.00	
4737	HAULING SOLID WASTE	01/22/19	287.00	.00	
4739	HAULING SOLID WASTE	01/24/19	861.00	.00	
4750	HAULING SOLID WASTE	01/28/19	1,148.00	.00	
4766	HAULING SOLID WASTE	02/01/19	861.00	.00	
Total 383 CONSTRUCTION LLC:			8,359.00	.00	
AFLAC					
012119	Payroll Deduction	01/21/19	617.92	617.92	01/22/19
Total AFLAC:			617.92	617.92	
ALCOHOL & DRUG TESTING SERV					
32562	PROFESSIONAL SERVICES	12/31/18	65.00	.00	
Total ALCOHOL & DRUG TESTING SERV:			65.00	.00	
AMERICAN COLLECTION SYSTEMS					
123118	COLLECTION FEES	12/31/18	267.67	.00	
Total AMERICAN COLLECTION SYSTEMS:			267.67	.00	
ANCHOR ELECTRIC INC					
010819	REFUND-OVERPAYMENT OF CONTRACTORS LICENSE	01/08/19	25.00	.00	
Total ANCHOR ELECTRIC INC:			25.00	.00	
APPLIED CONCEPTS INC					
340732	RADAR DASH MOUNTS	01/07/19	6,095.00	.00	
Total APPLIED CONCEPTS INC:			6,095.00	.00	
ARROW ELECTRIC					
G139643	LAMP	01/29/19	24.00	.00	
Total ARROW ELECTRIC:			24.00	.00	
ASPEN REALTY					
012819	CREDIT BALANCE REFUND	01/28/19	74.94	.00	
Total ASPEN REALTY:			74.94	.00	
AT & T					
012819	CELLULAR PHONE SERVICE	01/28/19	65.69	.00	
Total AT & T:			65.69	.00	
ATLAS REPRODUCTION					
AR4710	COPIER MAINTENANCE AGREEMENT	01/08/19	52.16	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total ATLAS REPRODUCTION:			52.16	.00	
BCN TELECOM INC					
012819	PHONE SERVICE	01/28/19	77.23	.00	
Total BCN TELECOM INC:			77.23	.00	
BENNETT, SANDY					
229967	SEW PATCHES	01/14/19	80.00	.00	
Total BENNETT, SANDY:			80.00	.00	
BISON PUMP & SUPPLY					
42425	FLANGE/GASKETS	12/20/18	343.86	.00	
42946	HOSE/FITTINGS/HOSE ASSEMBLY	02/01/19	61.00	.00	
Total BISON PUMP & SUPPLY:			404.86	.00	
BLACK HILLS ENERGY					
012819	GAS SERVICE	01/28/19	2,610.01	.00	
012819-1	GAS SERVICE	01/28/19	2,538.94	.00	
Total BLACK HILLS ENERGY:			5,148.95	.00	
BLOEDORN LUMBER - DOUGLAS					
4713405	TORCH KIT	01/03/19	67.99	.00	
4715950	BATTERY	01/04/19	10.98	.00	
4718271	CLIPS/BALL VALVE/COUPLING/TEE	01/07/19	64.95	.00	
4718644	BALL VALVE/ELBOW	01/07/19	39.98	.00	
4722458	LIGHTER	01/09/19	5.49	.00	
4730015	ACCESSORY KIT/AIR HOSE/AIR COMPRESSOR	01/14/19	229.97	.00	
4730101	CONCRETE MIX	01/14/19	52.15	.00	
4731994	HARDWARE CLOTH/SNIP OFFSET R-CUT/CABLE TIE	01/15/19	81.96	.00	
4733108	HARDWARE CLOTH	01/16/19	24.99	.00	
4733153	CONCRETE MIX	01/16/19	10.43	.00	
4735125	TAP	01/17/19	5.99	.00	
4742857	ELBOW	01/23/19	5.49	.00	
4745832	PRO-TECT BOARD	01/25/19	364.80	.00	
4751498	BIT	01/29/19	8.99	.00	
4751583	BELT/SANDER DISC	01/29/19	38.98	.00	
4752375	SHELF/BRACKETS	01/30/19	64.90	.00	
4754412	CELLULOSE	01/31/19	12.99	.00	
Total BLOEDORN LUMBER - DOUGLAS:			1,091.03	.00	
BOYS & GIRLS CLUB OF DOUGLAS					
1349	FUNDING ALLOCATION AGREEMENT	01/11/19	1,250.00	.00	
Total BOYS & GIRLS CLUB OF DOUGLAS:			1,250.00	.00	
BUSINESS CENTER					
7948	SEPTIC DISPOSAL MANIFESTS	01/03/19	654.29	.00	
8015	OFFICE & DATA PROCESSING SUPPLIES	01/07/19	580.16	.00	
8217	OFFICE & DATA PROCESSING SUPPLIES	01/21/19	6.58	.00	
8283	BUSINESS CARDS	01/24/19	145.71	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total BUSINESS CENTER:			1,386.74	.00	
BYTE SPEED					
129093	LAPTOP/EXTERNAL DVD DRIVE	01/02/19	1,168.00	.00	
Total BYTE SPEED:			1,168.00	.00	
CANDO - DBA THE ENTERPRISE					
2019-01	FUNDING ALLOCATION AGREEMENT	01/01/19	6,250.00	.00	
Total CANDO - DBA THE ENTERPRISE:			6,250.00	.00	
CDW-G					
PTR8841	5 PORT SWITCH	10/30/18	108.00	.00	
QRT5752	LAPTOPS/CASES/KEYBOARDS	01/06/19	2,848.04	.00	
Total CDW-G:			2,956.04	.00	
CENTURYLINK					
012819	TELEPHONE SERVICES	01/28/19	355.23	.00	
013119	TELEPHONE SERVICES	01/31/19	159.87	.00	
020119	TELEPHONE SERVICES	02/01/19	102.07	.00	
020119-1	TELEPHONE SERVICES	02/01/19	15.18	.00	
Total CENTURYLINK:			632.35	.00	
CHILDRENS ADVOCACY PROJECT					
131	FUNDING ALLOCATION AGREEMENT	01/22/19	166.66	.00	
Total CHILDRENS ADVOCACY PROJECT:			166.66	.00	
CITY OF CASPER					
170928	LANDFILL FEES	01/03/19	1,370.07	.00	
170955	LANDFILL FEES	01/04/19	1,531.92	.00	
171002	LANDFILL FEES	01/07/19	772.59	.00	
171037	LANDFILL FEES	01/08/19	633.36	.00	
171068	LANDFILL FEES	01/09/19	1,393.08	.00	
171102	LANDFILL FEES	01/10/19	760.50	.00	
171130	LANDFILL FEES	01/10/19	778.83	.00	
171152	LANDFILL FEES	01/14/19	753.48	.00	
171168	LANDFILL FEES	01/14/19	728.91	.00	
171186	LANDFILL FEES	01/15/19	810.81	.00	
171250	LANDFILL FEES	01/16/19	1,486.68	.00	
171295	LANDFILL FEES	01/18/19	1,283.49	.00	
171335	LANDFILL FEES	01/18/19	809.64	.00	
171351	LANDFILL FEES	01/22/19	773.37	.00	
171379	LANDFILL FEES	01/22/19	687.18	.00	
171401	LANDFILL FEES	01/23/19	744.12	.00	
171416	LANDFILL FEES	01/24/19	916.11	.00	
171472	LANDFILL FEES	01/25/19	1,599.00	.00	
171543	LANDFILL FEES	01/28/19	739.44	.00	
171567	LANDFILL FEES	01/29/19	761.67	.00	
171587	LANDFILL FEES	01/30/19	795.21	.00	
171611	LANDFILL FEES	01/31/19	665.34	.00	
171634	LANDFILL FEES	02/01/19	704.34	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total CITY OF CASPER:			21,499.14	.00	
CITY OF DOUGLAS - PAYROLL					
010419	Payroll Taxes	01/04/19	38,960.73	38,960.73	01/04/19
011019	Payroll Taxes	01/10/19	328.47	328.47	01/10/19
011819	Payroll Taxes	01/18/19	36,881.79	36,881.79	01/18/19
Total CITY OF DOUGLAS - PAYROLL:			76,170.99	76,170.99	
CITY OF DOUGLAS-HLTH INS TRN					
012519	HEALTH INSURANCE TRANSFER	01/25/19	75,358.25	75,358.25	02/01/19
Total CITY OF DOUGLAS-HLTH INS TRN:			75,358.25	75,358.25	
CITY OF DOUGLAS-PETTY CASH					
011819	PETTY CASH-ALCOHOL COMPLIANCE CKS	01/18/19	25.00	25.00	01/18/19
013019	PETTY CASH REIMBURSEMENT	01/30/19	81.36	.00	
Total CITY OF DOUGLAS-PETTY CASH:			106.36	25.00	
CITY OF DOUGLAS-UTILITY PMNT					
012519	WATER/SEWER/GARBAGE/LANDFILL	01/25/19	8,473.65	.00	
13644	LANDFILL CHARGES	12/27/18	115.00	.00	
13680	BULK WATER	01/11/19	169.38	.00	
13688	LANDFILL CHARGES	01/29/19	63.00	.00	
13709	BULK WATER	02/01/19	291.18	.00	
Total CITY OF DOUGLAS-UTILITY PMNT:			9,112.21	.00	
CIVIL ENGINEERING PROFESSIONAL					
14-008-27	ENGINEERING-SPRINGLINE PROJECT	12/31/18	747.50	.00	
18-035-03	ENGINEERING-3RD ST	12/31/18	7,140.00	.00	
18-036-02	ENGINEERING-RICHARDS ST BRIDGE	12/31/18	4,579.50	.00	
Total CIVIL ENGINEERING PROFESSIONAL:			12,467.00	.00	
CLERK OF DISTRICT COURT					
010419	PAYROLL DEDUCTION	01/04/19	34.90	34.90	01/04/19
011819	PAYROLL DEDUCTION	01/18/19	34.90	34.90	01/18/19
Total CLERK OF DISTRICT COURT:			69.80	69.80	
CONVERSE COUNTY					
013119	JOINT JUSTICE OPERATION EXPENSES/CAD SUITE	01/31/19	371,348.24	.00	
Total CONVERSE COUNTY:			371,348.24	.00	
CONVERSE COUNTY AGING SERVICES					
122818	FUNDING ALLOCATION AGREEMENT	12/28/18	8,333.33	.00	
Total CONVERSE COUNTY AGING SERVICES:			8,333.33	.00	
CONVERSE COUNTY CLERK					
122718	ELECTION COSTS	12/27/18	1,941.52	.00	
Total CONVERSE COUNTY CLERK:			1,941.52	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
CONVERSE COUNTY COURT					
010419	Payroll Deduction	01/04/19	900.43	900.43	01/04/19
011819	Payroll Deduction	01/18/19	943.10	943.10	01/18/19
Total CONVERSE COUNTY COURT:			1,843.53	1,843.53	
CONVERSE COUNTY HEALTH DEPT					
010319	FLU SHOTS	01/03/19	375.00	.00	
Total CONVERSE COUNTY HEALTH DEPT:			375.00	.00	
CONVERSE COUNTY SHERIFF					
020119	BOOKING FEES	02/01/19	150.00	.00	
Total CONVERSE COUNTY SHERIFF:			150.00	.00	
CONVERSE HOPE CENTER					
011019	FUNDING ALLOCATION AGREEMENT	01/10/19	833.33	.00	
020119	FUNDING ALLOCATION AGREEMENT	02/01/19	833.33	.00	
Total CONVERSE HOPE CENTER:			1,666.66	.00	
COY, DEBRA J					
012719	JANITORIAL SERVICES	01/27/19	2,000.00	.00	
Total COY, DEBRA J:			2,000.00	.00	
CROELL REDI MIX					
331911	PEA GRAVEL	01/22/19	102.00	.00	
Total CROELL REDI MIX:			102.00	.00	
DANA KEPNER COMPANY OF WY					
22281560-00	TOUCH READERS	01/04/19	1,030.00	.00	
Total DANA KEPNER COMPANY OF WY:			1,030.00	.00	
DEPARTMENT OF WORKFORCE SERVICES					
011819	WORKERS COMPENSATION PREMIUM	01/18/19	18,983.93	18,983.93	01/18/19
Total DEPARTMENT OF WORKFORCE SERVICES:			18,983.93	18,983.93	
DIGITAL PRINT LLC					
1378	DOOR EMBLEMS/UNIT NUMBERS/HARD HAT STICKERS	01/09/19	28.00	.00	
Total DIGITAL PRINT LLC:			28.00	.00	
DOOLEY ENTERPRISES INC					
56033	AMMUNITION	01/04/19	386.38	.00	
Total DOOLEY ENTERPRISES INC:			386.38	.00	
DOUGLAS BUDGET					
301328083	PUBLIC NOTICE-COUNCIL VACANCY	12/05/18	69.00	.00	
301328085	PUBLIC NOTICE-COUNCIL VACANCY	12/05/18	69.00	.00	
301328090	MINUTES	12/05/18	414.00	.00	
301328096	PUBLIC NOTICE-COUNCIL VACANCY	12/05/18	69.00	.00	
301328195	PUBLIC NOTICE-CALL FOR BIDS	12/12/18	80.50	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
301328196	PUBLIC NOTICE-CALL FOR BIDS	12/12/18	57.50	.00	
301328197	PUBLIC NOTICE-CALL FOR BIDS	12/12/18	57.50	.00	
301328201	MINUTES	12/12/18	667.00	.00	
301328205	PUBLIC NOTICE-CALL FOR BIDS	12/12/18	80.50	.00	
301328207	PUBLIC NOTICE-CALL FOR BIDS	12/12/18	57.50	.00	
301328208	PUBLIC NOTICE-CALL FOR BIDS	12/12/18	57.50	.00	
301328291	WARRANT REGISTER	12/19/18	241.50	.00	
301328292	MINUTES	12/19/18	241.50	.00	
Total DOUGLAS BUDGET:			2,162.00	.00	
DUNCAN-MALONE, HEATHER					
126	LEGAL SERVICES	02/04/19	1,352.90	.00	
127	LEGAL SERVICES	02/04/19	3,204.50	.00	
Total DUNCAN-MALONE, HEATHER:			4,557.40	.00	
ENERGY LABORATORIES INC					
208684	WASTEWATER SAMPLING	01/10/19	52.00	.00	
208685	WATER SAMPLING	01/10/19	88.00	.00	
208991	WASTEWATER SAMPLING	01/14/19	85.00	.00	
209412	WASTEWATER SAMPLING	01/15/19	260.00	.00	
209994	WATER SAMPLING	01/17/19	66.00	.00	
Total ENERGY LABORATORIES INC:			551.00	.00	
FAIRBANKS SCALES					
1428531	SCALE MAINTENANCE	12/27/18	2,389.50	.00	
Total FAIRBANKS SCALES:			2,389.50	.00	
FASTENAL - DOUGLAS BRANCH					
54245	NUTS	12/31/18	8.54	.00	
54260	DUCT TAPE	01/03/19	4.42	.00	
54366	CAP SCREW	01/08/19	21.84	.00	
54405	NUT/WASHER	01/10/19	11.01	.00	
54417	NUT	01/10/19	8.54	.00	
54427	CAP SCREW	01/11/19	10.92	.00	
54451	MULTI-TESTER/GAUGE/SCREW/WRENCH	01/11/19	336.36	.00	
544559	SHOVEL HANDLES/HEX KEY SET	01/11/19	58.70	.00	
54460	SHOVEL/LENS CLEANER	01/11/19	29.93	.00	
54477	NUTS/SCREWS	01/14/19	64.97	.00	
54575	LENS CLEANING TOWELETTES	01/17/19	38.43	.00	
54584	NUTS/SCREWS	01/18/19	15.81	.00	
54585	SAFETY GLASSES/EARPLUGS	01/18/19	72.63	.00	
54652	SAFETY GLASSES	01/22/19	21.54	.00	
54722	WINDSHIELD CLEANER	01/25/19	24.86	.00	
Total FASTENAL - DOUGLAS BRANCH:			728.50	.00	
FBINAA					
010419	ANNUAL DUES-FBI NATL ACADEMY ASSOCIATES	01/04/19	100.00	.00	
Total FBINAA:			100.00	.00	
FERGUSON ENTERPRISES					
963266	CONTROL VALVE	01/28/19	453.30	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total FERGUSON ENTERPRISES:			453.30	.00	
FIRE SUPPRESSION AUTHORITY					
010819	FUNDING ALLOCATION AGREEMENT	01/08/19	23,333.33	.00	
Total FIRE SUPPRESSION AUTHORITY:			23,333.33	.00	
FREEDOM MAILING SERVICE					
35131	UTILITY BILLING MAILING SERVICE	01/05/19	928.35	.00	
Total FREEDOM MAILING SERVICE:			928.35	.00	
H & H ELECTRIC LLC					
11947	GLOBE/LAMP	01/11/19	580.23	.00	
11973	ELECTRICAL REPAIR-LED HIGH BAY FIXTURES	01/28/19	8,826.47	.00	
11976	ELECTRICAL REPAIR-LED HIGH BAY FIXTURES	01/28/19	296.76	.00	
Total H & H ELECTRIC LLC:			9,703.46	.00	
HACH COMPANY					
11291405	LABORATORY SUPPLIES	01/10/19	1,593.89	.00	
Total HACH COMPANY:			1,593.89	.00	
HAWKINS INC					
4420897-1	CHEMICALS-WASTE WATER TREATMENT	12/28/18	481.11	.00	
4436869	CHEMICALS - WATER TRMT/WASTE WATER TRMT	01/24/19	1,028.61	.00	
Total HAWKINS INC:			1,509.72	.00	
HERE TO HELP					
012719	FUNDING ALLOCATION AGREEMENT	01/27/19	195.98	.00	
Total HERE TO HELP:			195.98	.00	
HOMAX OIL SALES INC					
0441833-IN	HYDRAULIC OIL	01/07/19	429.60	.00	
0442327-IN	EXHAUST FLUID	01/09/19	123.75	.00	
0443337-IN	FUEL/DIESEL/ADDITIVE	01/17/19	7,212.29	.00	
0444191-IN	OIL/GREASE	01/23/19	1,450.45	.00	
0444936-IN	OIL/SOLVENT	01/29/19	277.90	.00	
0444953-IN	SOLVENT	01/29/19	42.95	.00	
CL91896	FUEL	12/31/18	27.92	.00	
Total HOMAX OIL SALES INC:			9,564.86	.00	
HOMETOWN PRINTED APPAREL					
1827	UNIFORM SHIRTS	01/07/19	100.00	.00	
Total HOMETOWN PRINTED APPAREL:			100.00	.00	
HONNEN EQUIPMENT CO					
1023928	BLOWER KIT/ENGINE HEATER	01/28/19	383.50	.00	
Total HONNEN EQUIPMENT CO:			383.50	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
HOTSY EQUIPMENT OF WYOMING INC					
2960	VACUUM SWITCH	01/09/19	50.68	.00	
Total HOTSY EQUIPMENT OF WYOMING INC:			50.68	.00	
ICMA RETIREMENT					
010419	Payroll Deduction	01/04/19	6,857.85	6,857.85	01/04/19
011819	Payroll Deduction	01/18/19	6,781.00	6,781.00	01/18/19
Total ICMA RETIREMENT:			13,638.85	13,638.85	
IGO PROPERTIES LLC					
012219	UTILITY DEPOSIT REFUND	01/22/19	144.26	.00	
Total IGO PROPERTIES LLC:			144.26	.00	
INTL ASSN-PROPERTY & EVIDENCE					
L1629022	REGISTRATION-PROPERTY OFFICERS	11/06/18	325.00	.00	
Total INTL ASSN-PROPERTY & EVIDENCE:			325.00	.00	
JERRYS WELDING SERVICE					
14104	MISCELLANEOUS METAL/PIPE/CUTTING	01/03/19	513.96	.00	
14141	DOG PARK BENCH MATERIALS	01/07/19	26.05	.00	
Total JERRYS WELDING SERVICE:			540.01	.00	
KINGS PORTION					
013019	FUNDING ALLOCATION AGREEMENT	01/30/19	224.41	.00	
Total KINGS PORTION:			224.41	.00	
L N CURTIS & SONS					
241104	UNIFORM SHIRTS	12/14/18	134.25	.00	
Total L N CURTIS & SONS:			134.25	.00	
LARAMIE PEAK HUMANE SOCIETY					
011519	FUNDING ALLOCATION AGREEMENT	01/15/19	7,500.00	.00	
Total LARAMIE PEAK HUMANE SOCIETY:			7,500.00	.00	
LARAMIE RANGE WATER TREATMENT & PLUMBING					
132410	BOTTLED WATER	01/28/19	6.50	.00	
Total LARAMIE RANGE WATER TREATMENT & PLUMBING:			6.50	.00	
MAGNUM ELECTRONICS INC					
91667	EAR MIC SYSTEM REPAIR	01/18/19	519.90	.00	
Total MAGNUM ELECTRONICS INC:			519.90	.00	
MEDICINE BOW TECHNOLOGIES					
COD20180131	ANTIVIRUS	01/31/19	92.00	.00	
COD20181231	ANTIVIRUS	12/31/18	96.00	.00	
Total MEDICINE BOW TECHNOLOGIES:			188.00	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
MEMORIAL HOSPITAL OF CONV CO					
010719	SNACKS-COUNCIL SWEARING IN	01/07/19	25.00	.00	
Total MEMORIAL HOSPITAL OF CONV CO:			25.00	.00	
MOORE MEDICAL CORP					
44637027	GLOVES	01/11/19	91.20	.00	
44669624	GLOVES	01/11/19	270.75	.00	
Total MOORE MEDICAL CORP:			361.95	.00	
NATIONAL ALLIANCE OF PRESRVATION COMM					
012819	MEMBERSHIP DUES	01/28/19	100.00	.00	
Total NATIONAL ALLIANCE OF PRESRVATION COMM:			100.00	.00	
NATIONAL ASSOC OF SCHOOL RESOU					
020119	MEMBERSHIPS	02/01/19	80.00	.00	
Total NATIONAL ASSOC OF SCHOOL RESOU:			80.00	.00	
NORCO INC					
25501675	MOP DISINFECTANT	01/04/19	10.72	.00	
25514078	GLOVES/SANDING DISC/TIP	01/07/19	63.80	.00	
25542730	LENS CLEANER	01/10/19	14.36	.00	
25600904	GLOVES	01/08/19	34.36	.00	
25601459	GLOVES/TRASH BAGS/BOWL CLEANER	01/18/19	146.76	.00	
25632819	ROLL TOWELS/KLENNEX	01/23/19	90.69	.00	
25633307	LENS CLEANING TOWELETTES	01/23/19	14.36	.00	
25641359	ICE MELT	01/24/19	22.52	.00	
Total NORCO INC:			397.57	.00	
ONE CALL OF WYOMING					
50660	UTILITY LOCATES	01/31/19	121.50	.00	
Total ONE CALL OF WYOMING:			121.50	.00	
O'REILLY AUTOMOTIVE INC					
377281	HEADLIGHT	01/18/19	50.38	.00	
377726	GASKET MAKER	01/11/19	27.99	.00	
378431	TIRE VALVE STEMS	01/15/19	13.72	.00	
378657	SEAT COVER	01/17/19	39.99	.00	
378820	TAIL LAMP	01/18/19	22.49	.00	
379541	LIGHT/LED MINI	01/22/19	18.81	.00	
379786	HYD FILTER	01/24/19	76.34	.00	
380534	BATTERY	01/29/19	239.72	.00	
380554	RETURN-CORES	01/29/19	36.00	.00	
380846	FLOOR DRY	01/31/19	93.39	.00	
380859	FLOOR DRY	01/31/19	21.98	.00	
Total O'REILLY AUTOMOTIVE INC:			568.81	.00	
PHILLIPS & JORDAN INC DIV 38					
012819	CREDIT BALANCE REFUND	01/28/19	144.43	.00	
Total PHILLIPS & JORDAN INC DIV 38:			144.43	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
POST AND ASSOCIATES					
9153	PROFESSIONAL SERVICES	01/21/19	400.00	.00	
Total POST AND ASSOCIATES:			400.00	.00	
RADDCO LLC					
273312	ABRASIVE BELTS	12/05/18	64.55	.00	
275762	PAINT/PRIMER	01/02/19	171.98	.00	
275766	BATTERY	01/02/19	50.68	.00	
275773	WATER PUMP	01/02/19	20.45	.00	
275803	PULLEY/BELT/TIMING COVER SET	01/02/19	67.11	.00	
275846	PULLER	01/02/19	24.99	.00	
275909	BATTERY	01/03/19	132.71	.00	
275926	WARRANTY RETURN-BATTERY	01/03/19	129.57-	.00	
276095	FUSE	01/04/19	3.25	.00	
276188	GAS CAP	01/04/19	5.94	.00	
276259	TRANSMISSION JACK	01/07/19	749.99	.00	
276280	LAMP	01/07/19	8.34	.00	
276328	HYDRAULIC TANK CAP	01/07/19	12.19	.00	
276369	SPEED STICK HOLDER	01/07/19	12.98	.00	
276414	HYDRAULIC FILTERS/CAP/PAINT SPRAY PACKOUT	01/08/19	132.14	.00	
276613	ALUSEAL/GAS CAP	01/09/19	16.18	.00	
276636	AIR FILTER	01/09/19	38.63	.00	
276877	HOSE CLAMP	01/11/19	4.36	.00	
276890	TEST LIGHT	01/11/19	7.31	.00	
277090	IMPACT SOCKET	01/14/19	3.69	.00	
277105	LITE RAGS	01/14/19	31.99	.00	
277195	FUSES	01/15/19	4.90	.00	
277209	ADAPTER/CHUCK	01/15/19	10.76	.00	
277213	EXTENSION TOOL	01/15/19	7.60	.00	
277218	BLADES	01/15/19	22.45	.00	
277293	BATTERY	01/15/19	114.71	.00	
277299	FILTER KIT	01/15/19	11.30	.00	
277327	FILTER KIT	01/16/19	28.28	.00	
277345	RETURN-FILTER KIT	01/16/19	11.30-	.00	
277347	CIRCUIT	01/16/19	17.70	.00	
277520	AIR VALVE REPAIR KIT	01/17/19	32.91	.00	
277783	PRIMER/REDUCER/PAINT/HARDNER	01/21/19	186.96	.00	
277812	GLASS CLEANER	01/21/19	5.38	.00	
277864	MIRRORS	01/21/19	28.96	.00	
277909	AIR DRYER CARTRIDGES	01/22/19	42.04	.00	
277927	LAMPS	01/22/19	12.42	.00	
278027	BEAM BLADES	01/23/19	23.13	.00	
278346	BELT/TENSIONER ASSEMBLY/PULLEY	01/25/19	98.49	.00	
278366	COUPLER/NOSE PIE	01/25/19	41.38	.00	
278375	WATER PUMP	01/25/19	40.94	.00	
278506	FUEL FILTER	01/28/19	18.39	.00	
278521	ZIP TIES	01/28/19	13.51	.00	
278544	ADHESIVE	01/28/19	3.52	.00	
278546	RETURN-MIRROR	01/28/19	14.12-	.00	
278668	STETHOSCOPE	01/29/19	19.49	.00	
278780	RAGS	01/30/19	31.99	.00	
278813	OIL FILTER	01/30/19	5.11	.00	
278850	BATTERY	01/30/19	102.06	.00	
278852	BENDER TUBING	01/30/19	11.29	.00	
278856	BEAM BLADES	01/30/19	22.00	.00	
278904	FLOOR DRY	01/31/19	65.68	.00	
278940	ADAPTER	01/31/19	3.42	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
278993	BEAM BLADES	01/31/19	21.56	.00	
Total RADDCO LLC:			2,452.80	.00	
RAMSHORN CONSTRUCTION INC					
4-121318	ELM STREET PROJECT	12/13/18	7,740.00	.00	
Total RAMSHORN CONSTRUCTION INC:			7,740.00	.00	
ROCKY MOUNTAIN POWER					
012519	ELECTRICITY SERVICES	01/25/19	1,231.41	.00	
020119	ELECTRICITY SERVICES	02/01/19	44.60	.00	
020419	ELECTRICITY SERVICES	02/04/19	22,100.85	.00	
Total ROCKY MOUNTAIN POWER:			23,376.86	.00	
SAFEWAY STORES					
800588	COFFEE	01/25/19	35.94	.00	
807367	SNACKS-CITY COUNCIL SWEARING IN	01/14/19	15.00	.00	
Total SAFEWAY STORES:			50.94	.00	
SCHMIDT, JACOB					
012119	ALCOHOL COMPLIANCE INSPECTIONS	01/21/19	40.00	.00	
Total SCHMIDT, JACOB:			40.00	.00	
SKAGGS PUBLIC SAFETY					
3126319	UNIFORM SHIRTS	01/02/19	92.00	.00	
3126428	UNIFORM SHIRTS	01/02/19	276.00	.00	
Total SKAGGS PUBLIC SAFETY:			368.00	.00	
SOCIETY FOR HUMAN RESOURCE MANAGER					
123118	MEMBERSHIP RENEWAL	12/31/18	209.00	.00	
Total SOCIETY FOR HUMAN RESOURCE MANAGER:			209.00	.00	
SOLUTIONS FOR LIFE					
19-007	FUNDING ALLOCATION AGREEMENT	01/20/19	833.34	.00	
Total SOLUTIONS FOR LIFE:			833.34	.00	
STEINER THUESEN PLLC					
013119	ARCHITECT FEES-CEMETERY/WASHINGTON PARK IRR	01/31/19	5,535.75	.00	
Total STEINER THUESEN PLLC:			5,535.75	.00	
TEXAS PNEUDRAULIC INC					
36559	POWER TAKE OFF ASSEMBLY	01/10/19	1,145.00	.00	
Total TEXAS PNEUDRAULIC INC:			1,145.00	.00	
THE KOSS AGENCY					
012319	CREDIT BALANCE REFUND	01/23/19	59.11	.00	
Total THE KOSS AGENCY:			59.11	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
TITAN MACHINERY - GILLETTE					
11907707	REPAIR KIT/RUBBER FIXER	12/28/18	226.99	.00	
Total TITAN MACHINERY - GILLETTE:			226.99	.00	
TJ INDUSTRIES					
92995	TIRES/O-RINGS	01/31/19	5,374.44	.00	
Total TJ INDUSTRIES:			5,374.44	.00	
TRU-TECH PRODUCTS					
299751	WASHERS/BOLT/NUT	12/19/18	49.17	.00	
299931	ELBOWS/NIPPLES	12/27/18	7.96	.00	
300067	OSCILLATING FURNACE	01/03/19	34.99	.00	
300069	TOILET BOWL CLEANER/PAPER TOWELS	01/03/19	18.48	.00	
300071	SPRAYER	01/03/19	13.99	.00	
300098	NIPPLE/PLUG/CAP/ELBOW	01/04/19	10.74	.00	
300172	FITTING/ADAPTER	01/07/19	13.58	.00	
300201	DRILL BITS	01/08/19	4.49	.00	
300202	VALVES/ELBOWS/TEE/STRAP/PIPE	01/08/19	140.49	.00	
300235	O-RINGS	01/09/19	1.77	.00	
300269	STRAPS	01/10/19	1.78	.00	
300274	CLEANERS	01/10/19	8.97	.00	
300291	FASTENERS	01/10/19	10.78	.00	
300309	SCREWS	01/11/19	2.80	.00	
300326	TUBE/P-TRAP/SINK DRAIN/CONNECTOR	01/11/19	19.56	.00	
300328	TUBE/WASHER	01/11/19	4.68	.00	
300330	ADAPTER/PIPE/TEE/COUPLER/SOLVENT CEMENT KIT	01/11/19	53.95	.00	
300363	SAWZALL DEMO KIT	01/14/19	29.99	.00	
300367	WIRE WHEEL	01/14/19	14.99	.00	
300424	TEE/VALVE/CONNECTOR	01/16/19	134.96	.00	
300433	PIPE/COUPLING/ELBOW/HOLESAW/CONCRETE MIX	01/16/19	74.73	.00	
300438	COUPLING	01/16/19	9.59	.00	
300456	CUTOFF WHEEL/SMART STRAW	01/17/19	14.98	.00	
300546	SAW BLADE	01/21/19	9.59	.00	
300596	ELBOW/FLANGE/J-BEND	01/23/19	13.96	.00	
300645	BIT/FASTENERS	01/24/19	8.25	.00	
300657	PRO STRENGTH REMOVER	01/25/19	7.59	.00	
300659	FASTENERS	01/25/19	12.48	.00	
300665	DOOR CLOSER	01/25/19	59.99	.00	
300674	TAPE	01/25/19	9.59	.00	
300753	FAN HOUSING/STOP SWITCH	01/29/19	70.98	.00	
300757	SHOVEL/OIL ENAMEL/BRUSH	01/29/19	67.94	.00	
300767	DRILL BIT SETS	01/29/19	57.98	.00	
300769	TAPE	01/29/19	7.99	.00	
300786	REMOVER	01/30/19	5.59	.00	
300797	BRACKETS/SCREWS	01/30/19	25.97	.00	
300798	NIPPLES	01/30/19	8.48	.00	
300804	BIT	01/30/19	9.99	.00	
300817	VALVE/SWIVEL/UNION/NIPPLES/ELBOW/NUT	01/31/19	44.01	.00	
300820	CABLE/TURNBUCKLE/ROPE CLIP	01/31/19	60.99	.00	
Total TRU-TECH PRODUCTS:			1,158.79	.00	
TW ENTERPRISES INC					
39303	ENGINE HEATER	01/17/19	256.15	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total TW ENTERPRISES INC:			256.15	.00	
TWIN PEAKS PUMP & SUPPLY INC					
74779	RAGS	01/21/19	32.48	.00	
74953	GLOVES	01/28/19	107.37	.00	
Total TWIN PEAKS PUMP & SUPPLY INC:			139.85	.00	
UNITED PARCEL SERVICE					
885A4E049	SHIPPING	01/26/19	11.50	.00	
Total UNITED PARCEL SERVICE:			11.50	.00	
UNITED STATES POSTAL SERVICE					
013019	POSTAGE	01/30/19	250.00	.00	
Total UNITED STATES POSTAL SERVICE:			250.00	.00	
USA BLUEBOOK					
781471	VALVES	01/10/19	1,716.00	.00	
781762	VALVES	01/10/19	1,122.90	.00	
789738	PRESSURE TRANSMITTER/SURGE PROTECTOR	01/18/19	1,430.18	.00	
Total USA BLUEBOOK:			4,269.08	.00	
VERIZON WIRELESS					
012819	CELLULAR SERVICE	01/28/19	31.91	.00	
013119	CELLULAR SERVICE	01/31/19	1,471.92	.00	
Total VERIZON WIRELESS:			1,503.83	.00	
VISA-CONVERSE COUNTY BANK					
010919	LODGING/TRAVEL-AMERICAN PLANNING ASSOCIATION CONF	01/09/19	1,980.99	.00	
011819	CERTIFICATION EXAM	01/18/19	100.00	.00	
011819-1	BATTERIES	01/18/19	66.35	.00	
030326	ANIMAL TRAPS	01/03/19	40.00	.00	
120618	CERTIFICATION EXAM	12/06/18	100.00	.00	
147020	REPLACEMENT LENS ASSEMBLY	01/22/19	14.07	.00	
209689	REGISTRATION-AMERICAN PLANNING ASSOCIATION CONF	01/09/19	900.00	.00	
23544	GIFT CERTIFICATES	01/23/19	20.00	.00	
3240	FLAME SENSOR/ELECTRODES SET/IGNITION CONTROL	01/10/19	182.00	.00	
5340735	BUSINESS CARDS	01/17/19	44.36	.00	
882784	CERTIFICATION EXAM	01/16/19	280.00	.00	
R7SHIRLGT	REGISTRATION-INTERNATIONAL CODE COUNCIL	01/28/19	412.00	.00	
Total VISA-CONVERSE COUNTY BANK:			4,139.77	.00	
VISIONARY COMMUNICATIONS INC					
2447095	PHONE SERVICE	02/01/19	598.93	.00	
2447096	PHONE SERVICE	02/01/19	288.63	.00	
Total VISIONARY COMMUNICATIONS INC:			887.56	.00	
WAM - WCAA ENERGY LEASE					
3775E	ENERGY LEASE-LIGHTING CONVERSION PROJECT	01/15/19	96.00	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
Total WAM - WCAA ENERGY LEASE:			96.00	.00	
WAMCAT					
020619	CASELLE TRAINING	02/06/19	540.00	.00	
Total WAMCAT:			540.00	.00	
WW GRAINGER					
9044660620	FAUCET	01/02/19	184.42	.00	
9046447596	MAGNETIC PICKUP SENSOR	01/04/19	45.24	.00	
9048759097	CIRCUIT BREAKER	01/07/19	61.13	.00	
9048902507	FILTER MEDIA ROLL	01/07/19	111.24	.00	
9051548205	BULKHEAD MOUNT VALVE	01/19/19	48.60	.00	
9053209772	DRAWER ORGANIZER	01/11/19	14.44	.00	
9059428608	TOOL BOX/SIGNS	01/16/19	42.23	.00	
9062172441	BEARINGS	01/18/19	20.56	.00	
9065290596	BITS	01/22/19	115.24	.00	
Total WW GRAINGER:			643.10	.00	
WWQ & PCA					
2011-2174A	MEMBERSHIPS	01/16/19	150.00	.00	
Total WWQ & PCA:			150.00	.00	
WY ASSOC OF MUNICIPALITIES					
16074	REGISTRATION-WAM WINTER CONFERENCE	01/10/19	200.00	.00	
Total WY ASSOC OF MUNICIPALITIES:			200.00	.00	
WY ASSOC OF SHERIFFS & CHIEFS					
011019	ANNUAL DUES	01/10/19	250.00	.00	
Total WY ASSOC OF SHERIFFS & CHIEFS:			250.00	.00	
WY CHILD & FAMILY DEV INC					
011719	FUNDING ALLOCATION AGREEMENT	01/17/19	416.67	.00	
Total WY CHILD & FAMILY DEV INC:			416.67	.00	
WY GROUNDSKEEPERS & GROWERS					
1995	MEMBERSHIP/CONFERENCE-WGGA	01/04/19	1,400.00	.00	
Total WY GROUNDSKEEPERS & GROWERS:			1,400.00	.00	
WY MACHINERY COMPANY					
PO5649840	LATCH ASSEMBLY/RETAINER/WASHER	01/10/19	26.55	.00	
PO5649841	BOLT/NUT/WASHER	01/10/19	2.47	.00	
PO5651616	ARM REST ASSEMBLY	01/11/19	78.65	.00	
PO5662730	FROST TEETH/PINS/RETAINERS	01/19/19	253.27	.00	
PO5667987	BOLT/NUT	01/24/19	67.32	.00	
PO5670017	ARM REST/BRACKET	01/25/19	107.18	.00	
PO5671752	HOSE ASSEMBLIES	01/26/19	172.80	.00	
Total WY MACHINERY COMPANY:			708.24	.00	

Invoice Number	Description	Inv Date	Net Inv Amount	Amount Paid	Date Paid
WY RETIREMENT SYSTEM					
011019	Payroll Deduction	01/10/19	48,449.76	48,449.76	01/10/19
Total WY RETIREMENT SYSTEM:			48,449.76	48,449.76	
WY STATE DISBURSEMENT CENTER					
010419	Payroll Deduction	01/04/19	678.72	678.72	01/04/19
011819	Payroll Deduction	01/18/19	678.72	678.72	01/18/19
Total WY STATE DISBURSEMENT CENTER:			1,357.44	1,357.44	
WY SUPREME COURT					
013119	TECHNOLOGY SURCHARGES/CIVIL LEGAL SERVICE FEES	01/31/19	665.00	.00	
Total WY SUPREME COURT:			665.00	.00	
WY TECHNOLOGY TRANSFER CENTER					
886-CD	REGISTRATION-LPA CERTIFICATION	01/29/19	65.00	.00	
Total WY TECHNOLOGY TRANSFER CENTER:			65.00	.00	
WYCO RECYCLING LLC					
2816	RECYCLE TRAILER- PICK UP FEES	01/01/19	250.00	.00	
Total WYCO RECYCLING LLC:			250.00	.00	
WYOMING DEPARTMENT OF REVENUE					
011619	SALES TAX REMITTANCE	01/16/19	36.39	36.39	01/22/19
Total WYOMING DEPARTMENT OF REVENUE:			36.39	36.39	
WYOMING DEPT OF AGRICULTURE					
011019	LICENSE RENEWAL	01/10/19	25.00	.00	
Total WYOMING DEPT OF AGRICULTURE:			25.00	.00	
WYOMING WEED MANAGMENT ASSOCIATION					
100	CERTIFICATION TRAINING	01/23/19	380.00	.00	
Total WYOMING WEED MANAGMENT ASSOCIATION:			380.00	.00	
Grand Totals:			838,617.85	236,551.86	

Approved By _____
City Administrator

Date _____

**City Council Meeting Minutes
January 28, 2019**

The regular meeting of the Douglas City Council was held on Monday, January 28, 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. Mayor Kemper stated that **Item 6.V., Bid Recommendation, Sealed Bids for Purchase of Dual Purpose K-9 Police Dog**, would be acted upon first. Councilmember Bartling moved to accept the sealed bid from Amber Peterson in the amount of \$1,000.00 as recommended, and further authorize the City Attorney to draft a release of liability form to be signed by Ms. Peterson upon possession of the K-9 animal, and authorize the City Administrator to sign all other associated documentation; seconded by Councilmember Pexton. Ms. Peterson thanked Council; no further discussion and motion approved 5-0.

Consent Agenda: Councilmember Gilbreath moved to approve the Consent Agenda as presented: **Item 2.I. Corrections, Additions, and Approval of Agenda for January 28, 2019; Item 2.II. Consideration of Resolutions and Ordinance by Title Only; Item 2.III. Minutes, Regular City Council Meeting, January 14, 2019; Item 2.IV. Minutes, Planning and Zoning Commission Meeting, January 21, 2019; Item 2.V. Acceptance of Audited Financial Statements FY2018.** Councilmember Hertz seconded; no discussion and motion approved 5-0.

Presentations to Council/Public Hearings: **Item 3.I. Resolution 1987, Authorizing a Conditional Use Permit to Allow the Use of Two Existing Above-Ground Fuel Storage Tanks in an I-Industrial**

48 **Zone at 114 South Riverbend Drive (Bloedorn Subdivision, Lot 1),**
49 **City of Douglas:** Mayor Kemper opened the public hearing;
50 Director Chaffin provided the staff report, including the
51 location; applicant; history; zoning; surrounding and existing
52 land use; staff analysis and recommended approval; and purpose,
53 which is to continue using two above-ground clear diesel fuel
54 tanks in an I-Industrial zoned area; one of the existing tanks
55 previously used for dyed diesel will be removed. The Planning
56 and Zoning Commission also recommended approval at their January
57 21, 2019 regular meeting. There were no questions from Council,
58 no comments from the applicant, and no comments in favor or
59 opposition of the application. Public hearing closed.
60 Councilmember Hertz moved to approve Resolution 1987 as
61 recommended; seconded by Councilmember Bartling; no discussion
62 and motion approved 5-0. **Item 3.II. Resolution 1988, Authorizing**
63 **a Conditional Use Permit for the Operation of a Professional**
64 **Office in an R-3 Limited Mixed Residential Zone at 239 North 4th**
65 **Street (North Twenty (20) Feet of Lot 13 and all of Lot 14,**
66 **Block 7, Town of Douglas):** Mayor Kemper opened the public
67 hearing; Director Chaffin provided the staff report, including
68 the location; applicant; history; zoning; surrounding and
69 existing land use; staff analysis and recommended approval; and
70 purpose, which is to continue operating a professional office
71 building in an R-3 limited use zone. The Planning and Zoning
72 Commission also recommended approval at their January 21, 2019
73 regular meeting. There were no questions from Council, no
74 comments from the applicant, and no comments in favor or
75 opposition of the application. Public hearing closed.
76 Councilmember Gilbreath moved to approve Resolution 1988 as
77 recommended; seconded by Councilmember Pexton; no discussion
78 and motion approved 5-0. **Item 3.III. Resolution 1989, Approving the**
79 **PRB Minor Subdivision, Being a Portion of the E¹/₂, SE¹/₄, SE¹/₄ of**
80 **Section 32, Township 33 North, Range 71 West and Part of Lot 6,**
81 **Section 5, Township 32 North and Range 71 West, Converse County,**
82 **Wyoming:** Mayor Kemper opened the public hearing; Director
83 Chaffin provided the staff report, including the location, which
84 is in the county; applicant; history; zoning; surrounding and
85 existing land use; staff analysis and recommended approval; and
86 purpose, which is to create a county subdivision in an area
87 within one mile of the corporate city limits of Douglas.
88 Director Chaffin explained that as of January 1, 2019, the City
89 no longer acts upon county subdivisions, but this application
90 began prior to that date and therefore required approval from
91 the Council. The Planning and Zoning Commission also recommended
92 approval at their January 21, 2019 regular meeting. There were
93 no comments from the applicant, and no comments in favor or
94 opposition of the application. Following Council questions and

95 staff explanations, public hearing closed. Councilmember
96 Bartling moved to approve Resolution 1989 as recommended;
97 seconded by Councilmember Gilbreath; no discussion and motion
98 approved 5-0.

99 **Public Comments:** None.

100 **Council Appointments: Item 5.I. Converse County Joint Powers**
101 **Board Appointments, Correction of Terms:** Mayor Kemper provided
102 an overview; Councilmember Pexton moved to adjust the terms for
103 the Justice Center Joint Powers Board appointments for Mayor
104 Kemper and Councilmember Hertz to reflect terms from January 14,
105 2019 to December 31, 2021 as recommended; Councilmember Bartling
106 seconded; no discussion and motion approved 5-0. **Item 5.II. City**
107 **of Douglas Finance Committee Appointment:** Councilmember Bartling
108 moved to appoint Councilmember Gilbreath to the Finance
109 Committee until the end of his term; Councilmember Hertz
110 seconded. Director Nicol provided an overview of this board; no
111 further discussion and motion approved 5-0.

112 **Council Items: Item 6.I. Resolution 1986, Designating Authorized**
113 **Signers for all City of Douglas Bank and Investment Accounts:**
114 Councilmember Hertz moved to approve Resolution 1986 as
115 presented; seconded by Councilmember Gilbreath; no discussion
116 and motion approved 5-0. **Item 6.II. Resolution 1990, Ratifying**
117 **the Revised Bylaws of the Douglas Planning and Zoning**
118 **Commission:** Councilmember Gilbreath moved to approve Resolution
119 1990 as presented; Councilmember Pexton seconded. Director
120 Chaffin clarified for Council that this is "housekeeping" item
121 and that the bylaws were reviewed to ensure compliance with
122 State Statutes and City processes. No further discussion and
123 motion approved 5-0. **Item 6.III. Easement Agreement for a**
124 **Portion of Tschetter Addition, City of Douglas, Converse County,**
125 **for a Portion of the Bike Path:** Councilmember Bartling moved to
126 approve the easement as presented; Councilmember Hertz seconded.
127 Director Harbarger provided an overview of this item, which is
128 to address a portion of the bike path at Pearson Drive that is
129 located on private property; this section will be moved in the
130 spring to the new location on property owned by Century Link. No
131 further discussion and motion approved 5-0. **Item 6.IV.**
132 **Pawnbroker License, Douglas Pawn:** Councilmember Pexton moved to
133 approve the pawnbroker license for Douglas Pawn for a term from
134 March 1, 2019, to February 28, 2020 as presented; seconded by
135 Councilmember Bartling; no discussion and motion approved 5-0.
136 **Item 6.VI. Funding Request for Additional Housing Study Funds:**
137 Councilmember Hertz moved to approve an additional amount not to
138 exceed \$3,500.00 for the remainder of the City's proportionate
139 share of a regional housing study should a USDA grant not be an
140 option; seconded by Councilmember Gilbreath. Brief discussion
141 followed, including that the extra costs are due in part to the

142 inclusion of Glenrock and Rolling Hills and that these
143 communities have also paid their proportionate share. No further
144 discussion and motion approved 5-0.

145 **Council Information: Item 7.I. Sales Tax Report, January 2019;**
146 **Item 7.II. Treasurer's Report, December 2018; Item 7.III.**
147 **Dashboards, December 2018; Item 7.IV. Minutes, Douglas Historic**
148 **Preservation Commission, January 16, 2019 Meeting:** Councilmember
149 Gilbreath stated for the record the amount of sales taxes
150 received in December, which was approximately \$1.5 million, or
151 150% of the City's budget for fiscal year 2019. No further
152 discussion.

153 **Adjourn:** Councilmember Bartling moved to adjourn the regular
154 Council meeting; Councilmember Hertz seconded; no discussion and
155 motion approved 5-0. Regular meeting adjourned at 5:55 p.m.

156 **ATTEST:**

157

158

159

160 _____
161 Karen Rimmer, City Clerk
Published: February 6, 2019

Rene' Kemper, Mayor

1 **Work Session, Douglas City Council**
2 **January 28, 2019**
3

4 A Work Session of the Douglas City Council was held on Monday, January 28, 2019, at 4:00 p.m.
5 in the Council Chambers, 101 N. 4th Street, Douglas, Wyoming. Mayor Kemper called the meeting
6 to order. Those present were:

7
8 **Mayor and Council:** Rene' Kemper, Mayor; Councilmembers John Bartling, Monty
9 Gilbreath, Kim Pexton, and Karl E. Hertz
10 **Others Present:** Jonathan Teichert, City Administrator; Heather Duncan-
11 Malone, City Attorney; Karen Rimmer, City Clerk; Mary
12 Nicol, City Treasurer; Ron Casalenda, Chief of Police; John
13 Harbarger, Public Works Director; Clara Chaffin, Community
14 Development Director; and Gary Schwarz, IT Director
15

16 Administrator Teichert explained that the purpose of this meeting is to be a Council training
17 session on a number of general topics. Council members were each provided an updated Mayor and
18 Council Handbook, and the following items were reviewed with Council: General Duties and
19 Powers of Cities and Towns; City of Douglas Form of Government; Home Rule in Wyoming; Ethics,
20 Council Conduct, and Conflicts of Interest; Public Records and the Wyoming Public Records Act;
21 Wyoming Open Meetings Law and Types of Meetings; Uniform Fiscal Procedures Act; City of
22 Douglas Budgeting Requirements and Procedure; Advisory Boards and Commissions; Strategic
23 Planning, which is scheduled to be updated this year; and Overview of Departments:
24 Administrator, City Clerk, Administrative Services, Community Development, Public Works, and
25 Police Department. Major projects were discussed, as well as number of employees per
26 department. Following final comments and questions, the Work Session was adjourned at 5:21
27 p.m. **No Council action was taken.**
28
29
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31

Karen Rimmer, City Clerk

35 were discussed, as was the fact that *Born to Rein* will be included in the 250-year Anniversary
36 of America in 2026. Council asked additional questions regarding this project and other
37 projects of American Doorstop, and stated that they would make a decision regarding funding
38 and marketing at the February 11, 2019 regular Council meeting. The Work Session was
39 adjourned at 2:15 p.m. **No Council action was taken.**

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43

Karen Rimmer, City Clerk

Memo

To: Jonathan Teichert, City Administrator
From: John Harbarger, Public works Director
cc:
Date: February 6, 2019
Re: Bid Opening for a New 2019 Pool Car

On February 6, at 2:00 PM bids were opened by the City Clerk for a New Pool Car to be used by all City Departments; one bid was received.

Fremont Motors Casper:	2019 Dodge Durango, Base Bid:	\$27,894.00
	Trade in 2005 Chevy Trailblazer:	\$3,580.00
	Total Amount:	\$24,314.00

The bid met the bidding requirements. I recommend that we accept the bid from Fremont Motors for the total price of \$24,314.00. The total amount available for this purchase is \$35,000.

Memo

To: Jonathan Teichert, City Administrator

From: Karen Rimmer, City Clerk

cc: John Harbarger, Public Works Director; Ed Sullivan, Shop Director

Date: February 6, 2019

Re: Bid Opening For One New Specified Midsize Crossover 2019 SUV (Pool Car) 2:00 PM

One bid package was received prior to the bid opening as follows:

Company	Year/Make/Model Of Vehicle	Base Price	Trade-In: 2005 Chevy Trailblazer	Total Amount
Fremont Motors, Casper	2019 Dodge Durango SXT	\$27,894.00	\$3,580.00	\$24,314.00

The complete bid package was reviewed by John Harbarger and Ed Sullivan. Please contact them with any questions.

CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.
WE KNOW JACK.

VIA E-MAIL: melody@americadoorstopproject.com
jody@americadoorstopproject.com

February 11, 2019

American Doorstop Project
Attn: Melody Dobson and Jody L. Lamp
P.O. Box 50207
Billings, MT 59105

RE: Legacy Project- *Born to Rein*

Dear Melody and Jody:

Thank you for taking the time to visit and introduce us to the American Doorstop Project. As you're aware, agriculture is a large part of the custom and culture of Wyoming, and Douglas in particular. We support efforts to preserve the heritage of our community, state and nation. We look forward to the sharing of your "Legacy Project" documentary in honor of the 100th Anniversary of the Triple Crown.

Douglas plays a small but important connection to the nation's first Triple Crown winner, Sir Barton. Sir Barton is buried at Washington Park in Douglas beneath a statue likeness. It was in 1919 that Sir Barton became America's first Triple Crown winner. We're proud to honor his legacy.

Please accept this letter of support and our contribution of \$_____ towards the *Born to Rein* documentary. Thank you for your efforts in keeping this history alive.

Best regards,

Rene Kemper
Douglas City Mayor