

1 **City Council Meeting Minutes**

2 **June 10, 2019**

3 The regular meeting of the Douglas City Council was held on
4 Monday, June 10, 2019, at 5:30 p.m. in the Council Chambers of
5 City Hall at 101 N. 4th Street, Douglas, Wyoming.

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

9 Mayor: Rene' Kemper
10 Council Members: John Bartling
11 Monty Gilbreath
12 Kim Pexton
13 Karl E. Hertz

14 **Others Present:**

15 City Administrator Jonathan Teichert
16 City Clerk Karen Rimmer
17 City Treasurer Mary Nicol
18 Chief of Police Ron Casalenda
19 Public Works Director John Harbarger
20 Community Dev. Director Clara Chaffin
21 IT Director Gary Schwarz

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

25 **Consent Agenda:** Councilmember Bartling moved to approve the
26 Consent Agenda as presented: **Item 2.I. Corrections, Additions,**
27 **and Approval of Agenda for June 10, 2019; Item 2.II.**
28 **Consideration of Resolutions and Ordinance by Title Only; Item**
29 **2.III. Warrant Register, May 2019, in the amount of \$992,189.85;**
30 **Item 2.IV. Minutes, Regular City Council Meeting, May 28, 2019.**
31 Councilmember Pexton seconded; no discussion and motion approved
32 5-0.

33 **Public Comments:** Calvin Baker approached Council expressing
34 concerns about damaged streets in the Griffith Way area; he
35 urged the City repair these areas. Discussion amongst Council
36 and staff revealed that these streets are already scheduled for
37 repair; the City has experienced some delays in street pot hole
38 repair due to not being able to obtain asphalt. Following
39 further discussion, Mayor and Council thanked Mr. Baker for his
40 comments. Jim Willox Sr. approached Mayor and Council to discuss
41 Douglas Youth Hockey and the Douglas Boys & Girls Club the
42 impact of energy activity and increased population on these
43 organizations. He stated that both organizations are in need of
44 adequate facilities; cost estimates for new construction of both
45 facilities are approximately \$7.5 million. Mr. Willox suggested
46 that the City, the County, and the private sector each
47 contribute one-third of this total cost in order to build both

48 of these facilities. Questions from Council and discussion
49 followed including the amount of money already raised by the
50 private sector and a commitment from Mr. Willox on behalf of the
51 private sector for their portion of the project. Council members
52 discussed holding a Work Session in the future pertaining to
53 this project, and Mayor Kemper thanked Mr. Willox for his
54 comments and stated that Council would consider all of this.

55 **Council Action Items: Item 4.I. Ordinance 999, Amending Title 15**
56 **of Douglas Municipal Code by Adopting the 2018 Editions of the**
57 **International Building Code, the International Fuel Gas Code,**
58 **the International Mechanical Code, the International Plumbing**
59 **Code, the International Residential Code, the International**
60 **Existing Building Code, the International Fire Code, as**
61 **Published by the International Code Council; the 2017 Edition of**
62 **the National Electrical Code, as Published by the National Fire**
63 **Protection Association; and Providing for Certain Amendments**
64 **Thereof, Third and Final Reading:** Councilmember Hertz moved to
65 approve and adopt Ordinance 999 as presented on third and final
66 reading; Councilmember Pexton seconded; no discussion and motion
67 approved 5-0. **Item 4.II. Ordinance 1000, Creating Sections**
68 **16.6.18 and 16.6.31 and Amending Sections 16.3.2.6(A)(ii),**
69 **16.3.3.6(A)(ii), 16.3.4.6(A)(ii), 16.3.5.6(A)(ii),**
70 **16.3.6.6(A)(ii), 16.3.7.6(A)(ii), 16.3.9.8(A)(ii),**
71 **16.3.14.6(A)(ii), 16.3.15.5(A)(ii), 16.3.17.4(F)(ii),**
72 **16.3.17.5(H)(ii), 16.3.20.2.8(A)(ii), 16.3.20.2.8(B)(ii),**
73 **16.3.13.5(A)(ii), 16.3.16.5(A), 16.3.20.1.7(D), 16.4.6.5(L)(ii),**
74 **16.4.2.1, Table 16.4-2, 16.4.7, 16.5.4.2, 16.5.5.3(G)(iii),**
75 **16.5.8.3(F), 16.5.9.3(I)(i), Table 16.5.9-1, 16.6.15.3(A),**
76 **16.6.15.8, 16.6.23.3(vi), 16.6.9.1 of the Douglas Municipal Code**
77 **- Unified Land Development Code, Third and Final Reading:**
78 Councilmember Pexton moved to approve and adopt Ordinance 1000
79 as presented on third and final reading; Councilmember Bartling
80 seconded; no discussion and motion approved 5-0. **Item 4.III.**
81 **Ordinance 1001, Amending Chapter 5.16 of Douglas Municipal Code**
82 **Amending Chapter 5.16 of Douglas Municipal Code Pertaining to**
83 **Liquor Licensing, Permitting, and Sales in Order to Comply with**
84 **Actions Taken During the 2019 Legislative Session, Second**
85 **Reading:** Councilmember Bartling moved to approve Ordinance 1001
86 as presented on second reading; seconded by Councilmember
87 Gilbreath. Following an overview by the City Clerk of this
88 ordinance and the impacts for local liquor license holders,
89 motion approved 5-0. **Item 4.IV. Resolution 2001, Authorizing the**
90 **Douglas Police Department to Accept Funding from the Converse**
91 **County Prevention Management Organization for Completing Alcohol**
92 **Compliance Inspections as a Component of Local Underage Drinking**
93 **Prevention:** Councilmember Gilbreath moved to approve Resolution
94 2001 as presented; seconded by Councilmember Hertz; no

95 discussion and motion approved 5-0. **Item 4.V. Resolution 2002,**
96 **Supporting a Revision to the Wyoming State Statutes Providing**
97 **the Option for Municipalities to Participate in the State of**
98 **Wyoming Insurance Programs:** Councilmember Gilbreath moved to
99 approve Resolution 2002 as presented; Councilmember Pexton
100 seconded; no discussion and motion approved 5-0. **Item 4.VI.**
101 **Resolution 2003, Supporting Municipal Storm Water Enterprise**
102 **Funds:** Councilmember Hertz moved to approve Resolution 2003 as
103 presented; seconded by Councilmember Bartling; no discussion and
104 motion approved 5-0. **Item 4.VII. Resolution 2004, Supporting**
105 **Greater Financial Independence and Authority for Wyoming Cities**
106 **and Towns:** Councilmember Bartling moved to approve Resolution
107 2004 as presented; Councilmember Pexton seconded. Administrator
108 Teichert provided an overview of this resolution which addressed
109 the way in which municipalities are limited in establishing our
110 own revenues. This resolution is one of a series to be presented
111 by WAM at the next legislative session no discussion and motion
112 approved 5-0. **Item 4.VIII. Resolution 2005, Opposing Proposed**
113 **Legislation to Create a Statewide, Cost-Based, Incremental Model**
114 **of Franchise Fees for Telecommunications and Cable Providers in**
115 **Municipal Rights-Of-Way:** Councilmember Gilbreath moved to
116 approve Resolution 2005 as presented; seconded by Councilmember
117 Hertz. Following an overview by Administrator Teichert, motion
118 approved 5-0. **Item 4.IX. Bid Recommendation, 5.5 Alley Sanitary**
119 **Sewer Replacement Project:** Councilmember Hertz moved to accept
120 the bid from High Plains Construction Inc. in the amount of
121 \$399,050.00 as presented and further authorize the City
122 Administrator to approve all associated documentation;
123 Councilmember Bartling seconded; no discussion and motion
124 approved 5-0.

125 **Department Reports: Item 5.I. Administrative Services Dept./City**
126 **Treasurer:** Mary Nicol, Administrative Services Director,
127 provided Council with an overview of tasks her department is
128 currently working on, including continuing items from last month
129 such as the FY2020 budget; FY2019 year-end items; increased
130 activity for grants and payables due to construction projects;
131 and seasonal employees. **Item 5.II. City Clerk:** Karen Rimmer,
132 City Clerk, provided an update on items she is working on
133 including Ordinance 1001 follow up items, provided it is
134 adopted; upcoming Council items; final preparations for the Sir
135 Barton Centennial Celebration tomorrow; and year-end items. She
136 added that compliance checks conducted in May resulted in 100%
137 compliance by all liquor licensees. **Item 5.III. Community**
138 **Development Department:** Clara Chaffin, Community Development
139 Director, provided an update on her department's activities
140 including ongoing construction; the five-year FEMA visit
141 occurring tomorrow; prepping letters for residents pertaining to

142 adopted Ordinances 999 and 1000; and updates on the number of
143 contractors and building permits. She added that the Heritage
144 Trail parking lot will be closed due to work by the contractors
145 building the Boys & Girls Club facility. Following Council
146 questions, Director Chaffin clarified aspects of the FEMA visit
147 including flood plains, elevation certificates, and how
148 certificates will be evaluated and confirmed. She stated there
149 are only 15 elevation certificates in Douglas that she is aware
150 of and urged the public to file any certificate with the City as
151 the intent of this FEMA update is to save property owner's money
152 and issues as a result of awareness of flood plains. The City is
153 currently a FEMA Class 8 Community. **Item 5.IV. Police**
154 **Department:** Ron Casalenda, Chief of Police, updated Council on
155 continuing items within his department including new officer
156 start date; officer graduation dates from the Academy; vehicle
157 updates; and his department continuing to work short-staffed. He
158 thanked Council for approving Resolution 2001, which allows them
159 to perform more alcohol compliance checks. **Item 5.V. Public**
160 **Works Department:** John Harbarger, Public Works Director,
161 detailed work on the Little Boxelder Spring Transmission Line
162 project including that the project has broken ground,
163 approximately three-quarters of a mile has been installed, and
164 boring on the south side of I-25 will be happening soon. Two
165 crews will be working on the line from the bore into Douglas and
166 from a location further west along the line and working towards
167 the springhouse. Other updates included the installation of 750'
168 of walking path in Riverside Park to make the area ADA
169 compliant; construction on the WYDOT TAP grant Douglas Pathway
170 Project will begin on July 22, 2019; and the approved bid for
171 the 5.5 Alley Sanitary Sewer Replacement Project will begin in
172 approximately one month as well. Council complimented the
173 operation of the pool and the new bucket feature at the pool;
174 this bucket is named "the Douglas Bucket" as it was designed
175 specifically for Douglas. **Item 5.VI. City Administrator:**
176 Jonathan Teichert, City Administrator, provided Council with an
177 update including an overview of Jackalope Days, which went well;
178 an overview of the Sir Barton Centennial Celebration tomorrow;
179 ongoing grant applications including an irrigation line along
180 Oak Street and a fiber project; and discussions with Interior
181 Secretary Bernhart regarding the Converse County EIS, the socio-
182 economic impacts of this project, and whether this data can be
183 provided to local governments. He added that the WAM Conference
184 is Wednesday through Friday of this week; Dennis Switzer is
185 being honored with the Community Hero Award, and former Mayor
186 Bruce Jones will be honored as a WAM Honorary member. Mayor
187 Kemper thanked everyone for the updates.

188 **Council Information: Item 6.I. Flood Insurance Assessment Memo:**
189 No action taken.

190 **Executive Session: Item 7.I. Personnel, per §W.S. 16-4-**
191 **405(a)(ii):** Councilmember Bartling moved to recess into
192 executive session in order to consider the appointment,
193 employment, right to practice, dismissal, complaints or charges
194 against a public officer, professional person or employee, in
195 accordance with §W.S. 16-4-405(a)(ii); Councilmember Gilbreath
196 seconded; no discussion and motion approved 5-0. Regular City
197 Council meeting recessed at 6:19 p.m. and reconvened at 8:04
198 p.m.

199 **Adjourn:** Councilmember Hertz moved to adjourn the regular
200 Council meeting; Councilmember Bartling seconded; no discussion
201 and motion approved 5-0. Regular meeting adjourned at 8:05 p.m.

202 **ATTEST:**

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Karen Rimmer, City Clerk

Rene' Kemper, Mayor

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