

**City Council Meeting Minutes  
January 9, 2017**

The Regular Council meeting of the Douglas City Council was held on Monday, January 9, 2017, at 5:30 p.m. in the Council Chambers of City Hall at 101 N. 4<sup>th</sup> Street, Douglas, Wyoming.

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

Mayor:	Bruce A. Jones
Council Members:	Leroy Kingery
	John Bartling
	Rene´ Kemper
	Monty Gilbreath

**Others Present:**

City Administrator	Tony Tolstedt
City Attorney	Eric K. Nelson
City Treasurer	Mary Nicol
City Clerk	Karen Rimmer
Chief of Police	Ron Casalenda
Public Works Director	John Harbarger
Community Dev. Director	Clara Chaffin
IT Director	Gary Schwarz

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

**Consent Agenda:** Councilman Bartling moved to approve the Consent Agenda as presented: Corrections, Additions, and Approval of Agenda for January 9, 2017; Consideration of Resolutions and Ordinances by Title Only; Warrant Register, December 2016; Minutes, Regular City Council Meeting, December 12, 2016; Minutes, Special City Council Meeting, January 3, 2017. Councilwoman Kemper seconded; no discussion and motion approved 5-0.

**Presentation for Council/Public Hearings: Item 3.I. Douglas Solid Waste Facilities, Progress Report, Inberg-Miller Engineers:** Steve Moldt, Inberg-Miller Engineers, approached Council and provided a detailed update regarding the Douglas Transfer Station and closure of the Douglas Landfill. He explained the process for the permitting from DEQ for the closure and continued acceptance of inert (construction and demolition) waste, and further explained the bidding process for contracting the dirt work required for final closure. The permitted transfer station area (southwest corner of landfill) will eventually also be where composting, any recycling, and inert waste will be located. There were no questions from Council. **Item 3.II. Converse County Joint Justice Center**

**Progress Report and Status Update from Hal Hutchinson, Project Manager/Owner's Representative:** Hal Hutchinson, Project Manager and Owner Representative, approached Council and provided a detailed update of the status of construction of the Joint Justice facility. He discussed the amount of contingency available for the project (\$3 million) and the amount expended (approximately \$119,000). The project is 36% complete as of the end of December and is now all enclosed, at least temporarily. He provided further detail regarding specific areas of construction and delays due to cold temperatures and wind. There were no questions from Council.

**Public Comments:** None.

**Council Items:** **Item 5.I. Ordinance 987, Modifying Sections 13.36.060 D and 13.36.070 of the Douglas Municipal Code for Building Sewers and Connections, and Section 13.40.010 of the Douglas Municipal Code for Use of Public Sewers, First Reading:** Councilwoman Kemper moved to approve Ordinance 987 of first reading as presented; Councilman Gilbreath seconded; no discussion and motion approved 5-0. **Item 5.II. Resolution 1923, Adopting Rules and Regulations for Douglas Municipal Cemeteries:** Councilman Gilbreath moved to approve Resolution 1923 and the attached Rules and Regulations as presented; seconded by Councilman Kingery; no discussion and motion approved 5-0. **Item 5.III. Perpetual Right-of-Way Easements for Little Boxelder Spring Water Transmission Line Project: Blackburn, Robert A. and Merna Lee; Donald Blackburn Revocable Trust; Grimes, Lena Diane; Nelson, Melvin H. and Eilene; and Russell, William E. and Debra Joette; Rothleutner, Max Joseph and Belva Jean; Strock, Roy A. and Jennifer; Strock, Thomas L. and Loydaine E.; Strock, Tomi Dene; Wuensch, Steven G. and Debra L.:** Councilman Kingery moved to approve all of the perpetual right-of-way easements for the Little Boxelder Spring Transmission Line Project as presented and further authorize the City Administrator to make minor changes and corrections as necessary; Councilman Bartling seconded. Following a brief overview of this item, motion approved 5-0. **Item 5.IV. Temporary Construction Easements for Little Boxelder Spring Water Transmission Line Project: Leinweber, Michael C. and Kathryn A.; Rohrer, James H. and Debra G.; Taylor, D. Dennis and Lucile K.; West, Donald L. and West, William F. Jr.:** Councilman Bartling moved to approve all of the temporary construction easements for the Little Boxelder Spring Transmission Line Project as presented and further authorize the City Administrator to make minor changes and corrections as necessary; seconded by Councilman Gilbreath. Following a brief overview of this item, motion approved 5-0. **Item 5.V. License Agreement Between the City of Douglas and Western Area Power Administration (WAPA) for Installation of the Water Transmission**

**Line Along WAPA Easements:** Councilwoman Kemper moved to approve the license agreement with WAPA as presented; Councilman Kingery seconded; following a brief explanation of this item, motion approved 5-0. **Item 5.VI. Bellwood Tree Services, Amendment No. Three to Contract Between the City of Douglas, Wyoming, and Bellwood Tree Service, LLC:** Councilman Gilbreath moved to approve the contract amendment as presented; seconded by Councilman Bartling. Following a brief overview of this item, motion approved 5-0. **Item 5.VII. Resolution 1924, Designating Authorized Signers for all City of Douglas Bank and Investment Accounts:** Councilman Kingery moved to approve Resolution 1924 as presented; seconded by Councilwoman Kemper; no discussion and motion approved 5-0. **Item 5.VIII. Converse County Joint Justice Center, Concurrence with Converse County Commissioners Regarding Approval of Bullet Trap Agreement with Paragon Tactical, and Approval of Expenditure of Funds:** Councilman Bartling moved to approve the bullet trap agreement with Paragon Tactical as presented and further authorize the expenditure of 50% of \$58,800 for the bullet trap; Councilman Gilbreath seconded. Discussion ensued regarding whether this item was included in the original cost of the shooting range or if this cost is in addition to what was approved. Administrator Tolstedt provided a brief explanation and stated he would provide documentation as well; cost was not included in initial approval but it was understood this would be forthcoming at some point. Mayor and Council discussed recollections of this item. No further discussion and motion approved 5-0.

**Council Information: Item 6.I. Sales Tax Report, December 2016; Item 6.II. Treasurer's Report, November 2016; Item 6.III. Dashboards, November 2016:** No discussion of informational items. Mayor Jones extended appreciation to Public Works Utility Department employees for the repair of a recent water leak; he will forward an email he received from a citizen commending these employees to Public Works Director Harbarger. Councilman Kingery commented for the record that sales tax numbers are still low which means the City will need to continue to be very conservative.

**Adjourn:** Councilman Kingery moved to adjourn the regular City Council meeting; seconded by Councilwoman Kemper; no discussion and motion approved 5-0. Regular Council meeting adjourned at 5:58 p.m.

**ATTEST:**

---

Karen Rimmer, City Clerk  
Published: January 18, 2017

---

Bruce A. Jones, Mayor