

**City Council Meeting Minutes  
February 26, 2018**

The Regular Council meeting of the Douglas City Council was held on Monday, February 26, 2018, 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:**

Interim City Admin/City Clerk	Karen Rimmer
City Treasurer	Mary Nicol
Police Chief	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:** Councilmember Bartling moved to approve the Consent Agenda as presented: Item 2.I. Corrections, Additions, and Approval of Agenda for February 26, 2018; Item 2.II. Consideration of Resolutions and Ordinance by Title Only; Item 2.III. Minutes, Regular City Council Meeting, February 12, 2018; Item 2.IV. Minutes, Regular Planning and Zoning Commission Meeting, February 20, 2018; Item 2.V. Correction to Numbering, Resolution 1952-A, Designating Depositories for Depositing of Public Funds for the City of Douglas, Wyoming. Councilmember Gilbreath seconded; no discussion and motion approved 5-0.

**Presentations for Council/Public Hearings:** **Item 3.I. Public Hearing, Resolution 1954, Authorizing a Conditional Use Permit Allowing the Douglas Assembly of God Church to Operate a Church in an R-1 Neighborhood Residential Zone at 206 North 6th Street (Town Of Douglas, Block 28, Lots 5-10), City of Douglas:** Mayor Jones opened the public hearing; Director Chaffin provided the staff report, including the recommendation for approval by staff and the Planning and Zoning Commission. Pastor Rich Cullen, Jr. approached Council and answered questions. There were no comments in favor or opposition of the Resolution; public hearing closed. Councilmember Kemper moved to approve Resolution 1954 as presented; seconded by Councilmember Kingery; no discussion and motion approved 5-0. **Item 3.II. Public Hearing,**

**Resolution 1955 Authorizing a Conditional Use Permit for the Expanded Seasonal Sale of Chicks and Ducklings by Tractor Supply Company in a B-2 General Business Zone at 2140 East Richards Street (TMT Addition, Lot 2), Douglas, Wyoming:** Mayor Jones opened the public hearing; Director Chaffin provided the staff report, including the recommendation for approval by staff and the Planning and Zoning Commission. There were no comments from the applicant and no comments in favor or opposition of the Resolution; public hearing closed. Councilmember Kingery moved to approve Resolution 1955 as presented; seconded by Councilmember Bartling; no discussion and motion approved 5-0.

**Item 3.III. Public Hearing, New Retail Liquor License Application, Douglas Community Club, Inc. D/B/A Douglas Community Club:** Mayor Jones opened the public hearing; Interim Administrator Rimmer provided the staff report, including an overview of the operations of DCC; recommendation to approve; and answers to Council questions. Breck Wagstaff, Board Chairman, and Margie Taggart, TBK, LLC, manager of the restaurant and bar, approached Council to answer questions, and to provide further clarification of their reasons for applying and explanation of the intent to transfer the license to the concessionaire with a legal agreement keeping the license at this location. There were no comments in favor or opposition of the application; public hearing closed. Councilmember Kemper moved to approve the application as presented for the retail liquor license, term of February 26, 2018, to March 31, 2018; seconded by Councilmember Gilbreath; no discussion and motion approved 5-0.

**Item 3.IV. Public Hearing, New Retail Liquor License Application, 10G, Inc. D/B/A Chutes Restaurant and Bar:** Mayor Jones opened the public hearing; Interim Administrator Rimmer provided the staff report, including an overview of this establishment and the recommendation for approval by staff. Shinda Kaur, owner, approached Council and answered questions. There were no comments in favor or opposition of the application; public hearing closed. Councilmember Kingery moved to approve the application as presented for the license term of February 26, 2018, to March 31, 2018; seconded by Councilmember Gilbreath; no discussion and motion approved 5-0.

**Item 3.V. Public Hearing, Liquor License Renewal Applications, License Term April 1, 2018, to March 31, 2019: Applicants with No Violations During 2017-2018 License Term:** 10G, Inc. DBA Chutes Restaurant and Bar (Retail); CIB, LLC, DBA College Inn (Retail); Douglas Community Club Inc., DBA Douglas Community Club (Retail); Douglas Liquors, LLC, DBA Douglas Discount Liquors and Tobacco (Retail); Four Seasons Chinese Restaurant, DBA Four Seasons Chinese Restaurant (Restaurant); Friendz, LLC, DBA Friendz (Restaurant); High Plains Pizza, Inc. DBA Pizza Hut No.

206 (Restaurant); House of Pinz Inc., DBA House of Pinz (Retail); Kota LLC, DBA White Wolf Saloon (Retail); Los Espinos Inc., DBA La Costa Mexican Restaurant (Restaurant); Moose Lodge No. 602, DBA Moose Lodge (Limited Retail "Club"); Round Rock Entertainment LLC, DBA LaBonte Bar (Retail); Samuel Mares Post No. 8, DBA American Legion (Limited Retail "Club"); Sunset Liquors LLC, DBA Sunset Liquors (Retail); The Depot LLC, DBA The Depot (Restaurant); Three Boys, Inc. DBA The Waterhole (Retail): Mayor Jones opened the public hearing; Interim Administrator Rimmer provided the staff report, including the recommendation for approval by staff for all licenses and an overview of liquor licensing for the year. Information was provided on licensed establishments; licensed rooms; police calls; changes and transfers; compliance checks; and special thanks. There were no comments in favor or opposition of the application; public hearing closed. Councilmember Bartling moved to approve the liquor license renewal applications with no violations as presented for the license term of April 1, 2018, to March 31, 2019; seconded by Councilmember Kemper; no discussion and motion approved 5-0. **Item 3.V. Public Hearing, Liquor License Renewal Applications, License Term April 1, 2018, to March 31, 2019: Licensee Applicants with Violations During 2017-2018 License Term: Beggar LLC, DBA the Liquor Cabinet (Retail); Estate of Underwood Ventures Inc., DBA Northgate Liquor and Lounge (Retail); H-4-U Inc., DBA Plains Trading Post (Retail); Headstrong LLC, DBA Headstrong Brewery (Microbrewery and Retail); P&Z Inc. DBA Double D Liquors (Retail); Sapporo WY II LLC, DBA Sapporo Steak and Sushi (Bar & Grill):** Mayor Jones opened the public hearing; Interim Administrator Rimmer provided the staff report for each of those licensees with violations, including the violation type, date, number of violations, and number of violations during a three year period. Staff recommended approval for all renewal licenses with violations; a representative was present for each of these licenses. There were no comments in favor or opposition of the applications; public hearing closed. Councilmember Gilbreath moved to approve the applications with violations as presented for the license term of April 1, 2018, to March 31, 2019; Councilmember Bartling seconded; following discussion, motion approved 5-0.

**Public Comments:** None.

**Council Items:** **Item 5.I. Recommendation for Douglas Skate Park Request for Proposals (RFP) Design/Build Project:** Councilmember Bartling moved to approve the RFP from Evergreen Skate Parks in the amount of \$130,000.00 as recommended, and further authorize the interim city administrator to sign all associated documentation as necessary.; seconded by Councilmember Kemper. Mr. Steve Garls was invited to approach Council to speak about

this project; Council thanked him for his continued commitment. No further discussion and motion approved 5-0. **Item 5.II. Bid Recommendation, Leal Street Storm Sewer Project:** Councilmember Kemper moved to approve the bid from Knife River Construction in the amount of \$891,751.68 as recommended, as well as an additional \$15,000.00 to be used for this project if necessary, and further authorize the interim city administrator to sign all associated documentation as necessary; seconded by Councilmember Gilbreath; no discussion and motion approved 5-0. **Item 5.III. Bid Recommendation, Douglas Park Cemetery Irrigation Replacement Project:** Councilmember Kingery moved to award the bid to Chalk Buttes Landscaping in the amount of \$406,696.00 and further authorize the interim city administrator to sign all associated documentation as necessary; seconded by Councilmember Bartling; no discussion and motion approved 5-0. **Item 5.IV. Memorandum of Understanding Between the City of Douglas, Wyoming, and the Converse County Commissioners for Communications and Dispatch Operations:** Councilmember Kemper moved to approve the MOU as presented; seconded by Councilmember Kingery. Interim Administrator Rimmer and Chief Casalenda provided an overview and explanation for the need of this item. No further discussion and motion approved 5-0. **Item 5.V. Converse County Joint Justice Center (CCJJC), Change Order Request Number 131 (COR 131), Additional Electrical and Data for the Radio Hut:** Councilmember Gilbreath moved to approve COR 131 as presented and authorize the expenditure of the City's proportionate share of \$27,247.00; seconded by Councilmember Kemper. Hal Hutchinson, Owner's Representative for the CCJJC, approached Council and provided an overview and explanation of this Change Order, including that State Lands and Investment Board (SLIB) Consensus reimbursement grant funding will be used to pay for this item; this is a 50/50 split cost; adequate monies are still available in that account to cover this cost. No further discussion and motion approved 5-0.

**Council Information:** **Item 6.I. Sales Tax Report, February 2018; Item 6.II. Treasurer's Report, January 2018; Item 6.III. Dashboards, January 2018; Item 6.IV. Unapproved Minutes, Converse County Tourism Board, February 15, 2018, Regular Meeting:** Discussion of the dashboard document occurred. Mayor Jones provided an overview of the Wyoming Association of Municipalities Winter Workshop and the 2018 Legislative Session, including those Bills that pertain and will affect municipalities, such as extra territorial jurisdiction, workman's compensation for seasonal workers, direct distribution, and for Douglas, Bills pertaining to the Wyoming State Fair. No further discussion and no action taken.

**Executive Session:** Councilmember Bartling moved to adjourn not to reconvene into executive session for the purpose of considering the appointment, employment, right to practice, dismissal, complaints or charges against a public officer, professional person or employee, in accordance with W.S. §16-4-405(a)(ii); Councilmember Kingery seconded; no discussion and motion approved 5-0. Regular meeting adjourned at 6:45 p.m.

**ATTEST:**

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Karen Rimmer, City Clerk  
Published: March 7, 2018

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Bruce A. Jones, Mayor