

City Council Meeting Minutes
April 13, 2020

The regular meeting of the Douglas City Council was held on Monday, April 13, 2020 at 5:30 p.m. in the Council Chambers of the 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 either in person or via conference call:

- Mayor: René Kemper
- Council Members: John Bartling
- Monty Gilbreath (Joined 5:32 p.m.)
- Kim Pexton
- Karl E. Hertz

- Others Present:
- City Administrator Jonathan Teichert
- City Clerk Chaz Schumacher
- City Treasurer Mary Nicol
- Community Dev. Director Clara Chaffin
- Public Works Director John Harbarger
- Chief of Police Ron Casalenda
- IT Director Gary Schwarz

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

Consent Agenda: Councilmember Bartling moved to approve the Consent Agenda as presented: **Item 2.I. Correction, Additions, and Approval of Agenda for April 13, 2020; Item 2.II. Consideration of Resolutions and Ordinances by Title Only; 2.III. Warrant Register, March 2020; 2.IV. Minutes, Regular City Council Meeting, March 23, 2020;** Councilmember Pexton seconded; no discussion; motion carried 5-0.

Proclamations: Item 3.1 Proclamation, National Telecommunicators Week, April 12-18, 2020. Councilmember Bartling read the proclamation designating April 12-18 as National Telecommunicators Week.

Public Comments: None.

45 **Council Action Items:**

46 **Item 5.I. Resolution 2035: A Resolution Adopting Rules and**
47 **Regulations Pertaining to the Off-Premise Delivery of Alcoholic**
48 **Beverages by Properly Licensed Liquor Licensees within the**
49 **Corporate City Limits of the City of Douglas:** Councilmember
50 Pexton moved to approve Resolution 2035 as presented with an
51 additional clause to limit the term the resolution is in effect
52 to the duration of the State of Wyoming's Executive Order 2020-
53 6. Councilmember Bartling seconded; motion carried 4-1,
54 Councilmember Hertz voting Nay.

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56 **Item 5.II. Oak Street Improvements Project Change Order No. 1:**
57 Councilmember Hertz moved to approve Change Order No. 1 for the
58 Oak Street Improvements Project as presented for an increased
59 amount of \$54,752.00, bringing the contract price to
60 \$928,681.00. Councilmember Pexton seconded; motion carried 5-0.

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62 **Department Reports:**

63 **Item 6.I. Fire Department:** None.

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65 **Item 6.II. Administrative Services Department/Treasurer:** Mary
66 Nicol reported on water bills; budget discussions in May;
67 advertising for seasonal workers; and new operating procedures
68 while City Hall is closed to the public.

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70 **Item 6.III. City Clerk:** Chaz Schumacher reported that she is
71 working hard to learn everything she can about her role.

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73 **Item 6.IV. Community Development Department:** Clara Chaffin
74 reported a slowdown in business, have yet to see impacts to
75 building permits and construction; working on the gateway
76 concept; updating Facebook and website with Census and COVID-19
77 information.

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79 **Item 6.V. Police Department:** Ron Casalenda reported on new
80 vehicles delivery impacted by COVID-19; Municipal Court Clerk
81 position; and delay in new officers starting due to classes
82 being cancelled and converted to virtual classes.

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84 **Item 6.VI. Public Works Department:** John Harbarger reported on
85 Riverside Park bathrooms; Dog Park progress; Washington Park, 5th
86 Street Project; upcoming bid openings; and status of wastewater
87 treatment plant project.

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89 **Item 6.VII. City Administrator:** Jonathan Teichert thanked
90 everyone for their patience; and interviews for Police Chief
91 will begin on Thursday, April 16th.

92

93 **Council Information:**

94 **Item 7.I. Converse County Tourism Promotion Board Minutes, March**
95 **26, 2020.**

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97 **Executive Session:** None.

98

99 Mayor Kemper took a moment to thank the community for taking the
100 COVID-19 seriously and doing their best to keep themselves and
101 their families at home. It means a lot to her and to those she
102 interacts with that are immuno-compromised.

103

104 Chief Casalenda thanked Community Development Director Chaffin
105 for her work on the mapping and specs for the Police Department,
106 it makes their work a lot easier.

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108 **Adjourn:** Councilmember Hertz moved to adjourn the regular
109 Council meeting. Councilmember Bartling seconded; no discussion;
110 motion approved 5-0. Regular meeting adjourned at 5:59 p.m.

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112 **ATTEST:**

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Chaz Schumacher, City Clerk

René Kemper, Mayor

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