

**City Council Meeting Minutes
April 23, 2018**

The Regular Council meeting of the Douglas City Council was held on Monday, April 23, 2018, 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 Jones called the meeting to order and led the assembly in the Pledge of Allegiance. Upon roll call the following were present:

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

Others Present:

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| Interim City Admin/City Clerk | Karen Rimmer |
| City Attorney | Heather Duncan-Malone |
| City Treasurer | Mary Nicol |
| Police Chief | Ron Casalenda |
| Public Works Director | John Harbarger |
| Planning Technician | Sherri Mullinnix |
| 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 amended with the addition of Item 6.VIII. Insurance for Railroad: Item 2.I. Corrections, Additions, and Approval of Agenda for April 23, 2018; Item 2.II. Consideration of Resolutions and Ordinance by Title Only; Item 2.III. Minutes, Special Council Meeting, April 6, 2018; 2.IV. Minutes, Regular City Council Meeting, April 9, 2018; 2.V. Minutes, Council Study Session, April 9, 2018; 2.VI. Minutes, Council Study Session, April 16, 2018; 2.VII. Minutes, Regular Planning and Zoning Commission Meeting, April 16, 2018. Councilmember Gilbreath seconded; no discussion and motion approved 5-0.

Proclamations/Special Recognitions: **Item 3.I. Proclamation, I. Proclamation, Arbor Day, May 11, 2018:** The proclamation was read by Councilmember Gilbreath, declaring Friday, May 11, 2018 as Arbor Day. **Item 3. II. Proclamation, Municipal Clerk’s Week, May 6 - 12, 2018:** Councilmember Kingery read the proclamation designating May 6-12, 2018, as Municipal Clerk’s Week, and Council thanked all the City Clerk for her work.

Presentations to Council/Public Hearings: **Item 4.I. Public Hearing, Resolution 1962, Authorizing a Conditional Use Permit for the Purpose of Allowing Verizon Wireless to Locate a Wireless Telecommunication Tower in a B-1 Local Business Zone at**

1954 East Richards Street (Clearfield #3, Part of Block 4), City Of Douglas: Mayor Jones opened the public hearing; Sherri Mullinnix provided the staff report, including the recommendation to approve by staff and by the Planning and Zoning Commission at their April 16, 2018 regular meeting. There were no comments from the applicant, nor any comments in favor or opposition of the application. Public hearing closed. Councilmember Gilbreath moved to approve Resolution 1962 as presented; seconded by Councilmember Kemper; following discussion of procedure if the tower is abandoned which is addressed within Douglas Municipal Code, motion approved 5-0.

Item 4.II. Public Hearing, Resolution 1963 Approving the Proposed Vacation and Replat of Lots 1 and 10, Tract 3; Lots 7 and 8, Tract 4; and a Portion of New Road 9 of the South Douglas Addition into Lots 11 and 12, Tract 3; and Lots 15 and 16, Tract 4 of the South Douglas Addition, Converse County, Wyoming: Mayor Jones opened the public hearing; Sherri Mullinnix provided the staff report, including recommendations by staff and the Planning and Zoning Commission, who recommended approval at their April 16, 2018 regular meeting. Due to legislative changes that go into effect as of July 1, 2018, this is likely the last county subdivision that the City Council will act upon. Council questions were answered; there were no comments from the applicant, nor any comments in favor or opposition of the application. Public hearing closed. Councilmember Kemper moved to approve Resolution 1963 as presented; seconded by Councilmember Bartling; no discussion and motion approved 5-0.

Item 4.III. Public Hearing, Retail Liquor License Transfer, Douglas Community Club, Inc. D/B/A Douglas Community Club to TBK Club, LLC D/B/A Douglas Community Club 19th Tee: Mayor Jones opened the public hearing; the City Clerk provided the staff report, including an explanation of documents still needed, one of which is a fully executed lease agreement which will address the requirements of transfer back to DCC. There were no comments from the applicant, nor any comments in favor or opposition of the application. Public hearing closed. Councilmember Kingery moved to approve the transfer of the retail liquor license from DCC Inc. to TBK, LLC, with issuance contingent upon receipt of an approved lease agreement as well as a satisfactory criminal background report for the applicant; seconded by Councilmember Kemper; no discussion and motion approved 5-0.

Public Comments: None.

Council Items: **Item 6.I. Resolution 1959, Requesting the Board of Converse County Commissioners Place the One Percent (1%) Sales Tax Question on the Ballot for the 2018 General Election:** Councilmember Bartling moved to approve Resolution 1959 as presented; seconded by Councilmember Gilbreath. Following an

explanation and history of this tax, often referred to as the "5th penny" tax, motion approved 5-0. **Item 6.II. Resolution 1960, Amending Previously Established Hours of Operation and Admission Policies for the Douglas Municipal Swimming Pool:** Councilmember Gilbreath moved to approve Resolution 1960 as presented; seconded by Councilmember Kingery. Following an overview of the items changed from last year, motion approved 5-0. **Item 6.III. Amendment Two to Project Agreement Between the City of Douglas and the Wyoming Water Development Commission, Douglas Little Boxelder Spring Project:** Councilmember Kemper moved to approve Amendment Two as presented; seconded by Councilmember Kingery. Following an explanation of this amendment, motion approved 5-0. **Item 6.IV. Agreement for Funding, Main Street Douglas, Downtown Beautification Project:** Councilmember Gilbreath moved to approve the agreement as presented; seconded by Councilmember Kemper. Following Council discussion, questions, and an overview of this project from Deb Gorsuch, Main Street Douglas Chairman, motion approved 5-0. **Item 6.V. Amendment No. Three to the Original Construction Manager/Owner's Representative Agreement for the Converse County Justice Center Project:** Councilmember Bartling moved to approve Amendment Three as presented; seconded by Councilmember Kingery; no discussion and motion approved 5-0. **Item 6.VI. At-Will Employment Contract Between City of Douglas, Wyoming and Jonathan Teichert, City Administrator:** Councilmember Kemper moved to approve the contract for employment as presented contingent upon a satisfactory background check; seconded by Councilmember Bartling. Council thanked staff for their work in this interim; staff thanked Council for their support; and all are excited for Mr. Teichert's arrival. No further discussion and motion approved 5-0. **Item 6.VII. Railroad Protective Liability Insurance Coverage, Elm Street Misc. Improvement Project:** Councilmember Bartling moved to pay the railroad protective liability [insurance] policy, Claim for Payment No. 82228 in the amount of \$1,266.00 as presented; seconded by Councilmember Kingery; no discussion and motion approved 5-0.

Council Information: **Item 7.I. Sales Tax Report, April 2018;** **Item 7.II. Treasurer's Report, March 2018;** **Item 7.III. Dashboards, March 2018;** **Item 7.IV. Owner's Representative Report, Converse County Justice Center, Status/Progress Update, April 17, 2018:** No discussion and no action taken. Mayor Jones provided an update on the 2018 Congressional Tour, including locations and dates. Other upcoming events were discussed, including the Proclamation signing with the Converse Hope Center in observance of Sexual Assault Awareness Month at 4:00 p.m. tomorrow in Glenrock; Dessert with Legislators tomorrow at 5:30 p.m. at the Converse County Library; the Converse County Joint Justice Center open house on April 26, 2018; and "Aid to Others"

presentations next Friday. The rededication of the Chad Garls Memorial Skate park is scheduled for May 10th at 5:00 p.m. Converse County Bank is providing a free BBQ for the public, and the Garls family is providing give-away prizes such as skateboards, scooters, and helmets. The excellent craftsmanship and overall work of Evergreen Skate Parks was again discussed, as was the fact that Wyoming Community Gas contributed \$13,000 of the funds used to build the park.

Adjourn: Councilmember Gilbreath moved to adjourn the regular meeting; Councilmember Kemper seconded; no discussion and motion approved 5-0. Regular meeting adjourned at 6:18 p.m.

ATTEST:

Karen Rimmer, City Clerk
Published: May 9, 2018

Bruce A. Jones, Mayor