

**City Council Meeting Minutes
May 28, 2019**

The regular meeting of the Douglas City Council was held on Tuesday, May 28, 2019, 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 Kemper called the meeting to order and led the assembly in the Pledge of Allegiance. Upon roll call the following were present:

Mayor:	Rene' Kemper
Council Members:	Monty Gilbreath
	Kim Pexton
	Karl E. Hertz

Others Present:

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

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

Consent Agenda: Councilmember Gilbreath moved to approve the Consent Agenda as presented: **Item 2.I. Corrections, Additions, and Approval of Agenda for May 28, 2019; Item 2.II. Consideration of Resolutions and Ordinance by Title Only; Item 2.III. Minutes, City Council Work Session, April 29, 2019; Item 2.IV. Minutes, Regular City Council Meeting, May 13, 2019; Item 2.V. Minutes, City Council Work Session, May 15, 2019; Item 2.VI. Minutes, City Council Special Meeting, May 20, 2019; Item 2.VII. Minutes, Planning and Zoning Commission Minutes, May 20, 2019.** Councilmember Pexton seconded; no discussion and motion approved 4-0.

Presentations to Council/Public Hearings: **Item 3.I. Presentation to Council, Converse County Joint Communications Update by Terri Sherman, Communications Director:** Terri Sherman provided an update to City Council including status of filling current department vacancies; public awareness campaigns during First Thursdays for new features such as Text to 911 and Text to Tip; and various trainings her department has participated in, such as E-911 system upgrades; Secure E-Tag; and Spanish-language trainings. There were no questions from Council. **Item 3.II. Public Hearing, Resolution 2000, Vacating Fairview Addition, Block 28, Lots 44-47 and Replatting as Fairview Addition, Block 28, Lots 56 and 57:** Mayor Kemper opened the public hearing; Director Chaffin provided the staff report including location;

48 size; zoning; surrounding and existing property use; compliance
 49 with Douglas Master Plan; history; and staff and Planning and
 50 Zoning Commission recommendations to approve. There were no
 51 comments from the applicants and no comments in favor or
 52 opposition of the resolution; public hearing closed.
 53 Councilmember Hertz moved to approve Resolution 2000 as
 54 presented; seconded by Councilmember Gilbreath; no discussion
 55 and motion approved 4-0.

56 **Public Comments:** None.

57 **Council Items:** Item 5.I. Ordinance 999, Amending Title 15 of
 58 Douglas Municipal Code by Adopting the 2018 Editions of the
 59 International Building Code, the International Fuel Gas Code,
 60 the International Mechanical Code, the International Plumbing
 61 Code, the International Residential Code, the International
 62 Existing Building Code, the International Fire Code, as
 63 Published by the International Code Council; the 2017 Edition of
 64 the National Electrical Code, as Published by the National Fire
 65 Protection Association; and Providing for Certain Amendments
 66 Thereof, Second Reading: Councilmember Pexton moved to approve
 67 Ordinance 999 on second reading as presented; Councilmember
 68 Gilbreath seconded; no discussion and motion approved 4-0. Item
 69 5.II. Ordinance 1000, Creating Sections 16.6.18 and 16.6.31 and
 70 Amending Sections 16.3.2.6(A)(ii), 16.3.3.6(A)(ii),
 71 16.3.4.6(A)(ii), 16.3.5.6(A)(ii), 16.3.6.6(A)(ii),
 72 16.3.7.6(A)(ii), 16.3.9.8(A)(ii), 16.3.14.6(A)(ii),
 73 16.3.15.5(A)(ii), 16.3.17.4(F)(ii), 16.3.17.5(H)(ii),
 74 16.3.20.2.8(A)(ii), 16.3.20.2.8(B)(ii), 16.3.13.5(A)(ii),
 75 16.3.16.5(A), 16.3.20.1.7(D), 16.4.6.5(L)(ii), 16.4.2.1, Table
 76 16.4-2, 16.4.7, 16.5.4.2, 16.5.5.3(G)(iii), 16.5.8.3(F),
 77 16.5.9.3(I)(i), Table 16.5.9-1, 16.6.15.3(A), 16.6.15.8,
 78 16.6.23.3(vi), 16.6.9.1 of the Douglas Municipal Code - Unified
 79 Land Development Code, Second Reading: Councilmember Gilbreath
 80 moved to approve Ordinance 1000 as presented on second reading;
 81 Councilmember Pexton seconded. Following Council questions,
 82 Director Chaffin explained how the public will be notified of
 83 changes, including directly contacting affected property owners;
 84 posting drafts on the City website; providing notifications on
 85 the City Facebook page; and offering grace periods when issues
 86 do arise. No further discussion and motion approved 4-0. Item
 87 5.III. Ordinance 1001, Amending Chapter 5.16 of Douglas
 88 Municipal Code Amending Chapter 5.16 of Douglas Municipal Code
 89 Pertaining to Liquor Licensing, Permitting, and Sales in Order
 90 to Comply with Actions Taken During the 2019 Legislative
 91 Session, First Reading: Councilmember Hertz moved to approve
 92 Ordinance 1001 as presented on first reading; seconded by
 93 Councilmember Pexton. Clerk Rimmer provided an overview of the
 94 changes, which incorporate changes that will go into effect as

95 of July 1, 2019, as a result of approved legislation,
96 specifically House Bill 0076, House Bill 0219, House Bill 0212,
97 Senate File 0113, and Senate File 0140. No further discussion
98 and motion approve 4-0.

99 **Council Information:** Item 6.I. Sales Tax Report, May 2019; Item
100 6.II. Treasurer's Report, April 2019; Item 6.III. Dashboards,
101 April 2019; Item 6.V. Minutes, Douglas Historic Preservation
102 Commission, May 15, 2019 Meeting; Item 6.V. Minutes, Converse
103 County Tourism Board, May 17, 2019: Councilmember Gilbreath
104 commented on the sales tax report; Clerk Rimmer and Council
105 congratulated Douglas liquor license holders for 100% compliance
106 during compliance checks conducted on May 22, 2019. No further
107 discussion and no action taken.

108 **Executive Session:** Item 7.I. Personnel, per §W.S. 16-4-
109 405(a)(ii): Councilmember Hertz moved to recess into executive
110 session in order to consider the appointment, employment, right
111 to practice, dismissal, complaints or charges against a public
112 officer, professional person or employee, in accordance with
113 §W.S. 16-4-405(a)(ii); Councilmember Gilbreath seconded; no
114 discussion and motion approved 4-0. Regular City Council meeting
115 recessed at 5:53 p.m. and reconvened at 6:43 p.m. Councilmember
116 Gilbreath moved to approve Amendment Number One, At-Will
117 Employment Contract Between City of Douglas, Wyoming and
118 Jonathan Teichert, City Administrator, to include annual salary
119 as of July 1, 2019 of \$121,875 with a 2.5% COLA increase, making
120 the annual salary \$125,000; seconded by Councilmember Hertz; no
121 discussion and motion approved 4-0.

122 **Adjourn:** Councilmember Pexton moved to adjourn the regular
123 Council meeting; Councilmember Hertz seconded; no discussion and
124 motion approved 4-0. Regular meeting adjourned at 6:45 p.m.

125 **ATTEST:**

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Karen Rimmer, City Clerk

Rene' Kemper, Mayor

130 Published: June 5, 2019