

**City Council Meeting Minutes
May 29, 2018**

The Regular Council meeting of the Douglas City Council was held on Tuesday, May 29, 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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| City Administrator | Jonathan Teichert |
| City Attorney | Heather Duncan-Malone |
| 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 May 29, 2018; Item 2.II. Consideration of Resolutions and Ordinance by Title Only; Item 2.III. Minutes, Regular City Council Meeting, May 14, 2018; Item 2.IV. Minutes, Council Study Session, May 14, 2018; Item 2.V. Minutes, Council Study Session, May 21, 2018, FY2019 Municipal Budget; Item 2.VI. Minutes, Regular Planning and Zoning Commission Meeting, May 21, 2018. Councilmember Gilbreath seconded; no discussion and motion approved 5-0.

Presentations to Council/Public Hearings: **Item 3.I. Steve Moldt, Inberg-Miller Engineering, Douglas Landfill Closure Final Report:** Steve Moldt provided Council with a final report on the Douglas Landfill Transfer Station and Closure, including overall timeline of the project; funding sources and costs; permits in place and life span of each; and potential changes and how those would proceed. Mr. Moldt also expressed Inberg-Miller's desire to continue working with the City and that they are purchasing a building in Douglas for their office as they want a permanent presence in the community. **Item 3.II. Public Hearing, Ordinance 996, Changing the Zoning Of 115 South Riverbend Drive (Part of**

The Northwest Quarter of The Southwest Quarter, Section 8, Township 32, Range 71) Within the City of Douglas from MH-2 Mobile Home Park To B-2 General Business: Mayor Jones opened the public hearing; Director Chaffin provided the staff report and reported that the Planning and Zoning Commission recommended approval at their May 21, 2018 regular meeting. No comments from the applicant, which is Wyoming Parks and Cultural Resources, and no comments in favor or opposition of the Ordinance. Public hearing closed. Councilmember Kingery moved to approve Ordinance 996 as presented for the first reading; Councilmember Bartling seconded; no discussion and motion approved 5-0. **Item 3.III. Public Hearing, Resolution 1964, Vacating and Replatting Bartling Subdivision, Block 1, Lots 4 and 5 and Plat a Portion of the Southwest Quarter of the Northeast Quarter, Southeast Quarter of the Northwest Quarter, Northwest Quarter of the Southeast Quarter, Northeast Quarter of the Southwest Quarter of Section 16, Township 32 North, Range 71 West, of the 6th Principal Meridian as Bartling Park Addition:** Mayor Jones opened the public hearing; Director Chaffin provided the staff report and explained the need for this subdivision; she also noted that this area is not intended to be developed. The Planning and Zoning Commission recommended approval at their May 21, 2018 regular meeting. No comments from the applicant and no comments in favor or opposition of the Ordinance. Public hearing closed. Councilmember Kemper moved to approve Resolution 1964 as presented; Councilmember Kingery seconded. Following discussion, motion approved 5-0. **Item 3.IV. Public Hearing, Resolution 1965, Authorizing a Conditional Use Permit for the Keeping of Ducks in an R-1 Neighborhood Residential Zone at 422 North 5th Street (Town of Douglas, Block 74, Lot 4), City of Douglas:** Mayor Jones opened the public hearing; Director Chaffin provided the staff report and stated that the Planning and Zoning Commission recommended approval at their May 21, 2018 regular meeting. No comments from the applicant and no comments in favor or opposition of the Ordinance. Public hearing closed. Following Council questions and further clarification of requirements, Councilmember Bartling moved to approve Resolution 1965 as presented; Councilmember Kemper seconded; no further discussion and motion approved 5-0. **Item 3.V. Public Hearing, Resolution 1966, Authorizing a Conditional Use Permit for the Keeping of Fowl in an R-1 Neighborhood Residential Zone at 208 Russell Avenue (Sanford Subdivision, Block 1, Lot 3) City of Douglas:** Mayor Jones opened the public hearing; Director Chaffin provided the staff report and stated that the Planning and Zoning Commission recommended approval at their May 21, 2018 regular meeting. No comments from the applicant and no comments in favor or opposition of the Ordinance. Public hearing closed.

Following Council questions and further clarification of requirements, Councilmember Kingery moved to approve Resolution 1966 as presented; Councilmember Gilbreath seconded; no further discussion and motion approved 5-0.

Public Comments: None.

Applications for Special Permits/Appointments to Boards and Committees: **Item 5.I. Converse County Tourism Board, City Appointment:** Mayor Jones explained that Clara Chaffin, current Tourism Board Chairperson, is resigning from her position due to time constraints. Councilmember Kemper moved to appoint Jamie Sullivan to the Converse County Tourism Board for the remainder of a vacated term [of Ms. Chaffin] from July 1, 2018, to June 30, 2020; seconded by Councilmember Bartling; no discussion and motion approved 5-0.

Council Items: **Item 6.I. Ordinance 995, Amending Section 16.4.5.2 of the Douglas Municipal Code - Unified Land Development Code, Second Reading:** Councilmember Gilbreath moved to approve Ordinance 995 on second reading as presented; seconded by Councilmember Kingery; no discussion and motion approved 5-0. **Item 6.II. Resolution 1967, Authorizing the Reduction of the Speed Limit Along Jefferson Street in Order to Improve Safety of Residents and Youth Using Bartling Park and the Chad Garls Memorial Skate Park:** Councilmember Bartling moved to approve Resolution 1967 as presented; seconded by Councilmember Kemper; following brief discussion, motion approved 5-0. **Item 6.III. Resolution 1968, Designating Authorized Signers for all City of Douglas Bank and Investment Accounts:** Councilmember Gilbreath moved to approve Resolution 1968 as presented; seconded by Councilmember Bartling; no discussion and motion approved 5-0. **Item 6.IV. Lease Agreement Between the City of Douglas and the Outdoor Enthusiasts of Converse County:** Councilmember Kemper moved to approve the lease agreement as presented contingent upon verification that the non-profit organization is in effect and registered with the Wyoming Secretary of State; seconded by Councilmember Gilbreath. Clerk Rimmer clarified that the required verification was received today; no further discussion and motion approved 5-0. **Item 6.V. Amendment to License Number TSL-3787-161205 from Tri-State Generation and Transmission Association, Inc., for the Little Boxelder Transmission Line Project:** Councilmember Bartling moved to approve the license amendment with Tri-State as presented; seconded by Councilmember Gilbreath. Discussion followed and Administrator Teichert requested that this item be tabled until the following Council meeting so that staff could research further; a friendly amendment occurred and changed to table this item until the June 11th Council meeting. No further discussion and motion to table approved 5-0. **Item 6.VI.**

Amendment Number One to the Contract Between the City of Douglas, Wyoming, and H. Rick Hollon for Municipal Judge Services: Councilmember Gilbreath moved to approve the amendment as presented; seconded by Councilmember Kemper; no discussion and motion approved 5-0. **Item 6.VII. Amendment Number One to the Contract Between the City of Douglas, Wyoming, and James Hardee for Municipal Judge Services:** Councilmember Gilbreath moved to approve the amendment as presented; seconded by Councilmember Kingery; no discussion and motion approved 5-0. **Item 6.VIII. Bid Recommendation, SCADA System Replacement Project:** Councilmember Kemper moved to approve the bid recommendation as presented and award the bid to H&H Electric in the amount of \$123,198.00; seconded by Councilmember Gilbreath; no discussion and motion approved 5-0. **Item 6.IX. Bid Recommendation, Elm Street Miscellaneous Improvements Project:** Councilmember Bartling moved to approve the bid recommendation as presented and award the bid to Ramshorn Construction in the amount of \$580,534.96; seconded by Councilmember Kingery; no discussion and motion approved 5-0. **Item 6.X. Memorandum of Understanding Between the City of Douglas, Wyoming and the Converse County Library, Converse County, Wyoming, for Addition of Storywalk® Along the Douglas Bike Path:** Councilmember Gilbreath moved to approve the MOU as presented; seconded by Councilmember Kemper. Following discussion clarifying the legal description for the area to be utilized and that the Library will be responsible for all costs associated with the program and the City will help install the signs, 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. Unapproved Minutes, Converse County Tourism Board, May 17, 2018 Regular Meeting:** No discussion and no action taken. City Clerk Rimmer swore in City Administrator Jonathan Teichert.

Adjourn: Councilmember Gilbreath moved to adjourn the regular meeting; Councilmember Bartling seconded; no discussion and motion approved 5-0. Regular meeting adjourned at 6:11 p.m.

ATTEST:

Karen Rimmer, City Clerk
Published: June 6, 2018

Bruce A. Jones, Mayor