

City Council Minutes**January 24, 2022**

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Mayor Kemper called the meeting to order at approximately 5:30 p.m. and led the assembly in the Pledge of Allegiance.

Roll Call was taken with the following City Council members present: Mayor René Kemper; Councilperson Kim Pexton; Councilperson Ron McNare; Councilperson Monty Gilbreath; and Councilperson John Bartling.

Also Present: Jonathan Teichert, City Administrator; Chaz Schumacher, City Clerk; Todd Byerly, PD Chief; Mary Nicol, Administrative Services Director/Treasurer; Clara Chaffin, Community Development Director; John Harbarger, Director of Public Works; Gary Schwarz, IT Director; Mike Armstrong, City Attorney; Rick Andrews, Fire Chief; Members of the Fire Department.

Disclosures by City Council Members: Councilperson McNare stated he will need to recuse himself from Item 6a.

Consent Agenda:***Item 2a. Corrections, Additions, and Approval of Agenda – January 24, 2022***

Councilperson Bartling moved, seconded by Councilperson McNare to approve the Consent Agenda as presented, no discussion. Motion carried 5-0.

Public Comments: None.

Presentations:***Item 4a. Audit for Fiscal Year 2021 Presentation***

Cynthia Olson, CPA, CFE Director with Skogen, Cometto Associates, provided the Council with an overview of the components of the Fiscal Year 2021 audit document they were provided. Olson stated the city received a single audit this year due to the federal funds received through the CARES Act funding and the American Rescue Plan. Discussion followed. Councilperson McNare inquired into if all changes within funds must be approved by city council. Olson stated if a change happens within a department or an increase in the budget then a hearing process should take place at the time it happens.

Proclamations:***Item 5a. Random Acts of Kindness Proclamation – February 13 – 19, 2022***

Mayor Kemper read the proclamation into the record. Kemper thanked Toriana Kenkel and her 3 children for their continuous efforts to clean the dog park.

Public Hearings:***Item 6a. Resolution No. 2022-02, a Resolution Authorizing Douglas Volunteer Fire Department for a Type B Development for a Fire Training Facility at 450 Robin Lane (Wastewater Treatment Plant Subdivision) In an I-Industrial Zone***

Mayor Kemper opened the public hearing at approximately 5:48 p.m. Community Development Director Chaffin provided an overview of the property, the application, and the recommendations of the Planning & Zoning Commission. There were concerns regarding the size of the retainage pond, it will be

45 moved 50 feet south and smaller. The septic system will be replaced with a link to the lift station.
 46 Chaffin noted that if any undue wear and tear occurs to the roadways in and out of the site, the fire
 47 suppression authority will be required to repair the damages. No landscaping plan has been proposed
 48 and the fire department will speak to the council in regard to what they're proposing. Fire Chief
 49 Andrews explained to the council that the fire department would like to keep the existing natural grass
 50 and trees already on site. Discussion followed; council seemed agreeable to the natural landscaping
 51 proposed. Mayor closed the Public Hearing at approximately 5:58 p.m.

52 **Councilperson Gilbreath moved, seconded by Councilperson Bartling to approve Resolution No. 2022-**
 53 **02 as presented, no discussion. Motion carried 4-0-1; Councilperson McNare abstained.**

54

55 **Council Action Items:**

56 ***Item 7a. Resolution No. 2022-03, a Resolution Authorizing the Douglas Police Department to Submit***
 57 ***the 2022 Grant Applications for Underage Drinking Enforcement Programs and Alcohol and Tobacco***
 58 ***Compliance Checks***

59 **Councilperson Pexton moved, seconded by Councilperson Gilbreath to approve Resolution No. 2022-**
 60 **03 as presented, no discussion. Motion carried 5-0.**

61

62 ***Item 7b. Bid Recommendation: Triplex Mower – DCC***

63 **Councilperson Pexton moved, seconded by Councilperson McNare to approve the bid**
 64 **recommendation for the Triplex Mower for the Douglas Community Club to Midland Equipment, as**
 65 **presented, in an amount not to exceed \$46,000, and further authorize the City Administrator to sign**
 66 **associated documents, no discussion. Motion carried 5-0.**

67

68 ***Item 7c. Quit Claim Deed: The South 10 Feet of Lot 12, All of Lots 13, 14, 15, 16 and 17, Block 4, Town***
 69 ***of Douglas, Converse County, Wyoming***

70 **Councilperson Bartling moved, seconded by Councilperson McNare to approve the Quit Claim Deed as**
 71 **presented. Bartling inquired into the purpose of deeding the property to the FSA, discussion followed.**

72 **Motion carried 5-0.**

73

74 ***Item 7d. Change Order No. 1 – Public Works Annex Building***

75 **Councilperson McNare moved, seconded by Councilperson Pexton to approve Change Order No. 1 for**
 76 **the Public Works Annex Building, as presented, for the increased amount of \$10,000, and further**
 77 **authorize the City Administrator to sign associated documents. McNare expressed concern regarding**
 78 **the change to the product used in the project and resulting increase in project costs, discussion**
 79 **followed. Motion carried 5-0.**

80

81 **Council Discussion & Possible Action Items:**

82 ***Item 8a. Wyoming Community Gas: Community Project Designations***

83 Discussion regarding options for use of the Wyoming Community Gas community project designation.
 84 The city usually uses these funds for park improvements and staff is recommending using the funds
 85 towards the placemaking grant project.

86 **Councilperson Bartling moved, seconded by Councilperson Pexton to approve use of the \$14,992 from**
 87 **Wyoming Community Gas Community Designation funds for improvements in Jackalope Square, no**
 88 **discussion. Motion carried 5-0.**

89

90 **Item 8b. Discussion Regarding Grant for Proposed ARPA Funds**

91 Discussion regarding the use of ARPA funds for a proposed project at EWC [Eastern Wyoming College]
92 and hiring Ayres to write the grant proposal for the project. Discussion followed.

93

94 **Council Information: Non-Action Items:**

95 **Item 9a. Quarterly Reports – Aid to Others**

96 **Item 9b. Dashboards – December 2021**

97 **Item 9c. Douglas Historic Preservation Commission Minutes – January 19, 2022**

98 **Item 9d. Douglas Planning & Zoning Commission Minutes – January 17, 2022**

99 Councilperson McNare inquired into the Aid to Other Quarterly Reports that are missing from some of
100 the agencies. Clerk Schumacher stated she has followed up with those agencies and will continue to do
101 so until the reports are received.

102

103 **Executive Session:**

104 Councilperson McNare moved, seconded by Councilperson Bartling to Recess & Adjourn from
105 Executive Session for the purposes of considering the appointment, employment, right to practice,
106 dismissal, complaints or charges against a public officer, professional person or employee, in
107 accordance with W.S. §16-4-405(a)(ii), no discussion. Motion carried 5-0.

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109 The City Council went into Executive Session at approximately 6:18 p.m.

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111 The Regular City Council Meeting adjourned following Executive Session, at approximately 6:51 p.m.

112

113 **ATTEST:**

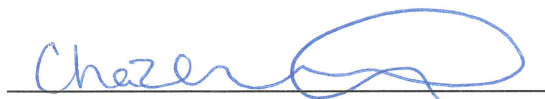
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Chaz Schumacher, City Clerk
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René Kemper, Mayor

