

**City Council Minutes
February 13, 2023**

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Mayor Pro-Tem Kim Pexton called the meeting to order at approximately 5:30 p.m. **Roll Call was taken with the following City Council members present:** Mayor Pro-Tem Kim Pexton; Councilperson Ron McNare; Councilperson Matt Schmidt; Councilperson Perry Hershberger; Mayor René Kemper was absent. **Also Present:** JD Cox, City Administrator; Chaz Kokesh, City Clerk; Todd Byerly, PD Chief; Mary Nicol, Administrative Services Director/Treasurer; Clara Chaffin, Community Development Director; John Harbarger, Public Works Director; Mike Armstrong, City Attorney.

Disclosures by City Council Members: None.

Consent Agenda:

Item 3a. Corrections, Additions, and Approval of Agenda – February 13, 2023

Item 3b. Minutes: City Council Work Session – January 23, 2023

Item 3c. Minutes: Regular City Council Meeting – January 23, 2023

Item 3d. Minutes: City Council Work Session – February 6, 2023

Item 3e. Warrant Register – January 2023

Administrator Cox informed the council that in the time since the agenda was produced, there have been some changes to what is needed for the Douglas Middle School project. He recommends the removal of the quit claim deed with Converse County School District #1 and adding the approval of a lease agreement with the same. **Councilperson McNare moved, seconded by Councilperson Hershberger to amend the agenda, and remove the Warrant Register and to add it to Council Action Items, to remove the quit claim deed with Converse County School District #1 and replace it with approval a lease agreement with the school district for the Douglas Middle School Property. Motion carried 4-0.**

Public Comments:

David Angiolillo – 111 Bar Two Drive: Mr. Angiolillo provided comments regarding the approval the 5th Cent Tax ordinance that would make the tax permanent. He is not in favor of the tax being made permanent as it takes away the people's right to vote for it and keeping the council accountable to the citizens. He encouraged the council to consider tabling the ordinance and for additional discussion to happen, he doesn't see a reason to hurry up and approve it. He would like to see it debated during the next election cycle so more people could be involved.

Council Action Items:

Item 5a. Ordinance No. 1020, an Ordinance Supporting the Continuation of the Optional 1% Sales Tax, Second Reading

Councilperson Hershberger moved, seconded by Councilperson McNare to table Ordinance No. 1020 as presented, on its Second Reading, to allow for more discussion between council members and also with citizens. Motion carried 3-1, Councilperson Pexton voting Nay.

Item 5a. Resolution No. 2023-07, a Resolution Establishing a Community Facility Task Force

45 Administrator Cox provided an overview of the resolution, stating it came about as a result of council
46 discussion stemming from community interest in having some sort of community center, this resolution
47 would allow us to explore what the community is interested in doing. The presented resolution allows
48 for 5 members, but the council might consider doing 5-7 members. **Councilperson McNare moved,**
49 **seconded by Councilperson Schmidt to approve Resolution No. 2023-07 as presented. Motion carried**
50 **4-0.**

51

52 ***Item 5c. Resolution No. 2023-08, a Resolution Designating Depositories for Depositing of Public Funds***
53 ***for the City of Douglas, Wyoming***

54 **Councilperson Hershberger moved, seconded by Councilperson Schmidt to approve Resolution No.**
55 **2023-08 as presented. Motion carried 4-0.**

56

57 ***Item 5d. Lease Agreement: Clearfield Water Tank Tower***

58 **Councilperson Schmidt moved, seconded by Councilperson McNare to approve the lease agreement**
59 **with Visionary Communications and the City of Douglas and authorize the city administrator to sign all**
60 **associated documents. Motion carried 4-0.**

61

62 ***Item 5e. Technical Services Agreement: Converse County***

63 **Councilperson McNare moved, seconded by Councilperson Hershberger to approve the technical**
64 **services agreement with Converse County as presented. Motion carried 4-0.**

65

66 ***Item 5f. Quit Claim Deed: To Converse County School District #1 – REMOVED***

67

68 ***Item 5g. Bid Award: Washington Park Lighting Project***

69 Administrator Cox informed the council that while the project bid came in higher than budgeted, there
70 is concern if we postpone the project the costs will continue to go up, there are a number of other
71 projects not being completed this year and we are able to fund it. Discussion followed.

72 **Councilperson McNare moved, seconded by Councilperson Schmidt to approve the bid award to Short**
73 **Powerline Electric as presented, in the amount of \$103,917.00 and authorize the city administrator to**
74 **sign all associated documents.**

75

76 ***Item 5h. Planning & Zoning Commission Appointment***

77 **Councilperson Schmidt moved, seconded by Councilperson McNare to appoint Scott Bauman to the**
78 **Planning & Zoning Commission for the term of February 14, 2023 to October 25, 2025. Motion carried**
79 **4-0. Council thanked Mr. Bauman for serving on the commission.**

80

81 ***Item 5i. Lease Agreement between the City of Douglas and Converse County School District No. 1 for***
82 ***Property Located Adjacent to the Douglas Middle School***

83 **Councilperson Schmidt moved, seconded by Councilperson Hershberger to authorize the City Attorney**
84 **to draft a lease agreement between the City of Douglas and Converse County School District No. 1 for**
85 **property located adjacent to the Douglas Middle School for a period of 26 years for the purpose of**
86 **granting the school district roadway development and access, a provision allowing for maintenance**
87 **up to \$5,000 annually and to further authorize the city administrator to sign associated documents.**

88 Administrator Cox provided the council with background on the project and the purposes of the lease

89 agreement as part of the requirements for the grant application the school district is making. Paige
90 Fenton Hughes, superintendent of the school district, thanked the council for working with the school
91 district so they can continue moving forward with improvements to the middle school. Discussion
92 followed. **Motion carried 4-0.**

93

94 ***Item 5j. Warrant Register – January 2023***

95 Councilperson McNare inquired into line items contained within the warrant register, discussion
96 followed. **Councilperson McNare moved, seconded by Councilperson Hershberger to approve the**
97 **January 2023 warrant register as presented. Motion carried 4-0.**

98

99 **Council Discussion & Non-Action Items:**

100 ***Item 6a. Dashboards: December 2022***

101 ***Item 6b. Treasurer’s Report: December 2022***

102 ***Item 6c. Quarterly Financial Report for Period Ending December 31, 2022***

103 ***Item 6d. Liquor License Compliance Check – Violations for December 2022***

104 ***Item 6e. Minutes: Converse County Tourism Promotion Board – December 15, 2022***

105 ***Item 6f. Quarterly Reports: Aid to Others***

106 Councilperson McNare inquired into the reporting requirements for Aid to Others and discussion
107 followed regarding more detailed financials being required.

108

109 **Administrator’s Report:**

110 ***Item 7a.*** Administrator Cox provided an update on grants the City is working on, noting the support the
111 City has received for their EPA grant application that would enable Douglas to become a regional hub for
112 the recycling of glass and tires. He also provided an update on the bike trails development that has been
113 discussed.

114

115 **Good People Doing Good Things:**

116 ***Item 8a.*** Councilperson Hershberger has been out in the community and talking with citizens about
117 things the council is working on, snow removal has been huge this year with all the storms. Hershberger
118 thanked the Public Works Department for their hard work on the snow removal and the job they are
119 doing.

120

121 **Community Updates/Events Calendar:**

122 ***Item 9a. NOTICE: Possible Quorum: Employee Event on February 22, 2023 at Moose Lodge #602, 122***
123 ***N. 2nd Street, Douglas, from 5:30-7:30 p.m.***

124

125 **Executive Session:** None.

126

127 **Adjourn:**

128 **Councilperson McNare moved, seconded by Councilperson Schmidt to adjourn the February 13, 2023**
129 **Regular City Council Meeting. Motion carried 4-0. The meeting adjourned at approximately 6:13 p.m.**

130

131

132

133 ATTEST:

134

135

136

137

Chaz Kokesh

138 Chaz Kokesh, City Clerk

139 Published March 1, 2023



Kim Pexton
René Kemper, Mayor *Pro-Tem*
Kim Pexton