

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43

City Council Meeting Minutes
April 26, 2021

The regular meeting of the City of Douglas was held on Monday, April 26, 2021 at 5:30 p.m. in the Council Chambers of the 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.

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

Also Present: Jonathan Teichert, City Administrator; Chaz Schumacher, City Clerk; Todd Byerly, PD Chief; Mary Nicol, Treasurer/Administrative Services Director; John Harbarger, Director of Public Works; Clara Chaffin, Community Development Director; Gary Schwarz, IT Director; Mike Armstrong, City Attorney; Chase Vialpando, Douglas Budget; Luke Thar, Pinz LLC.

Disclosures by City Councilmembers: None.

Consent Agenda:

Item 2a. Corrections, Additions, and Approval of Agenda – April 26, 2021

Item 2b. Minutes, Regular City Council Meeting – April 12, 2021

Item 2c. Minutes, Joint Aid to Others Meeting – April 19, 2021

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

Public Comments:

Kya Lewis, Girl Scout member – Ms. Lewis presented the City Council with her Gold Star Girl Scout Project Proposal, to build and install 2 bat houses for improving our community. She is proposing the installation along the Riverwalk to help with mosquitos and mitigate the need for spraying harmful chemicals. The City Council expressed their appreciation and support for her proposal and recommended her to follow up with Brandon Frye or Josh in the Parks Department. Ms. Lewis stated she would also need to install a plaque explaining her project, Administrator Teichert stated there existing posts along the Riverwalk that would work.

Proclamations:

Item 4a. Arbor Day Proclamation – May 7, 2021

Councilperson Pexton read the proclamation into the record, effectively proclaiming May 7, 2021 as Arbor Day in the City of Douglas.

Public Hearing:

Item 5a. Application for a Transfer of Retail Liquor License, Pinz LLC DBA House of Pinz, for the license term of April 30, 2021 through March 31, 2022

Mayor Kemper opened the public hearing at approximately 5:42 p.m. Clerk Schumacher provided an overview of the application, with the recommendation of staff to approve the transfer of the retail

44 license upon verification of the property sale scheduled on April 30, 2021. No comments in favor or
45 opposition of the license transfer. Public hearing closed at approximately 5:43 p.m.

46 **Councilperson McNare moved, seconded by Councilperson Bartling to approve the transfer of a Retail**
47 **Liquor License for Pinz LLC DBA House of Pinz, contingent upon verification of sale of the property**
48 **located at 116 North 3rd Street, for the license term of April 30, 2021 through March 31, 2022, no**
49 **discussion. Motion carried 5-0.**

50

51 ***Item 5b. Resolution No. 2084, a Resolution to Vacate and Replat Part of Lot 6, Lots 7-12 Inc: Block 1,***
52 ***Clearfield Addition No. 2 and Part of Block 4, Clearfield Addition No. 3 and Create the Safeway***
53 ***Addition***

54 Mayor Kemper opened the public hearing at approximately 5:45 p.m. Community Development Director
55 Chaffin provided an overview of the application and resolution. It conforms to future land use and is
56 recommended for approval by the Planning Commission and staff. Brief discussion followed. Public
57 hearing closed at approximately 5:50 p.m.

58 **Councilperson Pexton moved, seconded by Councilperson McNare to approve Resolution No. 2084, a**
59 **Resolution to Vacate and Replat Part of Lot 6, Lots 7-12 Inc: Block 1, Clearfield Addition No. 2 and Part**
60 **of Block 4, Clearfield Addition No. 3 and Create the Safeway Addition, no discussion. Motion carried 5-**
61 **0.**

62

63 ***Item 5c. Resolution No. 2085, a Resolution Authorizing a Conditional Use Permit for Dawn Wilson to***
64 ***Operate a Day Care in an R-1 Neighborhood Residential Zone at 963 Meadowlark Drive (Meadowlark***
65 ***Trails Subdivision, Lot 47), City of Douglas***

66 Mayor Kemper opened the public hearing at approximately 5:50 p.m. Community Development Director
67 Chaffin provided an overview of the application and resolution. It is recommended for approval with
68 two conditions, first that its specific to the applicant, Dawn Wilson, and second that the use adheres to
69 State regulations regarding childcare and daycare facilities. Brief discussion followed. Public hearing
70 closed at approximately 5:53 p.m.

71 **Councilperson Gilbreath moved, seconded by Councilperson Bartling to approve Resolution No. 2085,**
72 **a Resolution Authorizing a Conditional Use Permit for Dawn Wilson to Operate a Day Care in an R-1**
73 **Neighborhood Residential Zone at 963 Meadowlark Drive (Meadowlark Trails Subdivision, Lot 47), City**
74 **of Douglas, no discussion. Motion carried 5-0.**

75

76 ***Item 5d. Resolution No. 2086, a Resolution to Vacate a Portion of Outlot C, Original Town of Douglas***
77 ***Subdivision, and Creating the Douglas Senior Center Addition***

78 Mayor Kemper opened the public hearing at approximately 5:54 p.m. Community Development Director
79 Chaffin provided an overview of the resolution, stating this corrects the property lines previously
80 established. Brief discussion followed. Public hearing closed at approximately 5:59 p.m.

81 **Councilperson Bartling moved, seconded by Councilperson Pexton to approve Resolution No. 2086, a**
82 **Resolution to Vacate a Portion of Outlot C, Original Town of Douglas Subdivision, and Creating the**
83 **Douglas Senior Center Addition, no discussion. Motion carried 5-0.**

84

85 ***Item 5e. Ordinance No. 1008, an Ordinance Vacating a Portion of Poplar Street, Senior Center***
86 ***Addition, Douglas, Wyoming, First Reading***

87 Mayor Kemper opened the public hearing at approximately 5:59 p.m. Community Development Director
88 Chaffin stated this ordinance is in relation to Resolution No. 2086 and vacating property. Public hearing
89 closed at approximately 5:59 p.m.

90 **Councilperson Pexton moved, seconded by Councilperson Gilbreath to approve Ordinance No. 1008,**
91 **an Ordinance Vacating a Portion of Poplar Street, Senior Center Addition, Douglas, Wyoming, on it's**
92 **First Reading, no discussion. Motion carried 5-0.**

93

94 **Council Action Items:**

95 ***Item 6a. CORRECTION to Resolution No. 2079, a Resolution to Vacate and Replat Meadow Acres Lots***
96 ***35-46 and Portions of Swallow Street & Bluebird Drive, and Rezone from R-1 Residential to R-3 Limited***
97 ***Mixed Residential Zoning Designation***

98 **Councilperson Pexton moved, seconded by Councilperson Bartling to approve the corrections as**
99 **presented to Resolution No. 2079, a Resolution to Vacate and Replat Meadow Acres Lots 35-46 and**
100 **Portions of Swallow Street & Bluebird Drive, and Rezone from R-1 Residential to R-3 Limited Mixed**
101 **Residential Zoning Designation. Community Development Director Chaffin explained the correction is**
102 **for a typo of 'Blocks' instead of 'Lots' within the resolution. Motion carried 5-0.**

103

104 ***Item 6b. Ordinance No. 1007, an Ordinance Amending Sections 12.24.060 and 12.24.080 of the***
105 ***Municipal Code of the City of Douglas, Wyoming Regarding Costs Associated with the Douglas Park***
106 ***Cemetery, Second Reading***

107 **Councilperson McNare moved, seconded by Councilperson Bartling to approve Ordinance No. 1007,**
108 **an Ordinance Amending Sections 12.24.060 and 12.24.080 of the Municipal Code of the City of**
109 **Douglas, Wyoming Regarding Costs Associated with the Douglas Park Cemetery on its second reading,**
110 **no discussion. Motion carried 5-0.**

111

112 ***Item 6c. Resolution No. 2082, a Resolution Establishing an Open Container District Within the Local***
113 ***Downtown Historic District and Guidelines for Enforcement Within Said District***

114 **Councilperson Gilbreath moved, seconded by Councilperson Pexton to approve Resolution No. 2082, a**
115 **Resolution Establishing an Open Container District Within the Local Downtown Historic District and**
116 **Guidelines for Enforcement Within Said District. Councilperson McNare stated his concern the district**
117 **excludes Center Street and south by Jackalope Square, he sees potential problems by doing so. Chief**
118 **Byerly stated there were no issues last year, although it was approved late in the summer. Public Works**
119 **Director Harbarger stated stickers will be placed on posts within the district at the end of May. Motion**
120 **carried 5-0.**

121

122 ***Item 6d. Resolution No. 2083, a Resolution Designating Depositories for Depositing of Public Funds for***
123 ***the City of Douglas, Wyoming***

124 **Councilperson Bartling moved, seconded by Councilperson Gilbreath to approve Resolution No. 2083,**
125 **a Resolution Designating Depositories for Depositing of Public Funds for the City of Douglas,**
126 **Wyoming, no discussion. Motion carried 5-0.**

127

128 ***Item 6e. Bid Recommendation: 8 ½ & 9th Street Project***

129 **Councilperson Gilbreath moved, seconded by Councilperson McNare to approve the bid**
130 **recommendation for the 8 ½ & 9th Street Project and award it to Ramshorn Construction as presented,**

131

132 **in an amount not to exceed \$676,895.00 and further authorize the City Administrator to sign all**
133 **associated documents.** Mayor Kemper asked when the project would begin, Public Works Director
134 Harbarger stated it should begin around June 1st. Councilperson McNare stated this was a very
135 competitive bid that came in considerably lower than estimated. **Motion carried 5-0.**

136
137 ***Item 6f. Bid Recommendation: Bartling Park Ball Field Lighting Project***
138 **Councilperson McNare moved, seconded by Councilperson Bartling to approve the bid**
139 **recommendation for the Bartling Park Ball Field Lighting Project and award it to H & H Electric as**
140 **presented, in an amount no to exceed \$192,337.23 and further authorize the City Administrator to**
141 **sign all associated documents, no discussion. Motion carried 5-0.**

142
143 **Council Information: Non-Action Items:**

- 144 ***Item 7a. Aid to Others – Quarterly Reports for January – March 2021***
- 145 ***Item 7b. Liquor License Compliance Check – Violations for February 2021***
- 146 ***Item 7c. Dashboards – March 2021***
- 147 ***Item 7d. Treasurer’s Report – March 2021***
- 148 ***Item 7e. Quarterly Financial Report – March 2021***
- 149 ***Item 7f. Minutes – City of Douglas Planning & Zoning Commission – April 19, 2021***

150
151 **Executive Session: None.**

152
153 **Adjourn:**
154 **Councilperson Bartling moved, seconded by Councilperson McNare to adjourn the April 26, 2021**
155 **Regular City Council meeting. Motion carried 5-0. Meeting adjourned at approximately 6:09 p.m.**

156
157 **ATTEST:**
158
159
160

René Kemper, Mayor

161 _____
162 Chaz Schumacher, City Clerk
Published May 5, 2021