

**City Council Meeting Minutes
January 14, 2019**

The regular meeting of the Douglas City Council was held on Monday, January 14, 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:	John Bartling
	Monty Gilbreath
	Kim Pexton
	Karl E. Hertz

Others Present:

City Administrator	Jonathan Teichert
City Attorney	Heather Duncan-Malone
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 Bartling moved to approve the Consent Agenda as presented: **Item 2.I. Corrections, Additions, and Approval of Agenda for January 14, 2019; Item 2.II. Consideration of Resolutions and Ordinance by Title Only; Item 2.III. Warrant Register December 2018; Item 2.IV. Minutes, Regular City Council Meeting, December 10, 2018; Item 2.V. Minutes, Special City Council Meeting, January 3, 2019; Item 2.VI. Minutes, Planning and Zoning Commission Meeting, December 17, 2018.** Councilmember Gilbreath seconded; no discussion and motion approved 5-0.

Presentations to Council/Public Hearings: Item 3.I. Bob Shinmori, Community Service Block Grant (CSBG): Mr. Shinmori approached Council and provided an update and overview of the CSBG program and the demographic served, which is to provide emergency and non-emergency funding to low-income citizens of Converse County, and to assist these individuals in becoming self-sufficient. They also work to leverage other services and funding from other agencies. He discussed plans to improve the program by implementing a "Bridges Out of Poverty" program in order to change attitudes and perceptions regarding low income persons. He expressed appreciation for the City's generous

support and for their continued service on the CSBG Board. **Item 3.II. Public Hearing, Resolution 1983, Vacating Fairview Addition, Block 10, Lots 17-21, an Replatting as Fairview Addition, Block 10, Lot 33:** Mayor Kemper opened the public hearing; Director Chaffin provided the staff report, including zoning; surrounding and existing land use; history and use, which is to allow the property owners to build a garage on their property. Staff and the Planning and Zoning Commission both recommend approval of this resolution. There were no comments from the applicant; Mike Esselman, a neighbor, approached Council and spoke in favor of this Resolution. Public hearing was closed. Councilmember Gilbreath moved to approve Resolution 1983 as presented; seconded by Councilmember Hertz; no discussion and motion approved 5-0.

Public Comments: None.

Applications for Special Permits/Appointments to Boards and Commissions:

Item 5.I. Douglas City Council, Mayor pro tem Appointment: Mayor Kemper provided an overview; Councilmember Gilbreath moved to appoint Councilmember Bartling as the Mayor pro tem until the end of his term, December 31, 2022; Councilmember Pexton seconded. Following brief discussion, motion approved 5-0. **Item 5.II. Converse County Justice Center Joint Powers Board, Vacated City Appointment Item:** Mayor Kemper provided an overview of this board and expressed interest in continuing on this board, as does Councilmember Hertz; Councilmember Bartling's term is in effect until 2020. Councilmember Bartling moved to appoint Mayor Kemper to the Converse County Justice Center Joint Powers Board for a 2-year term from January 14, 2019, to January 31, 2021; Councilmember Hertz seconded; no discussion and motion approved 5-0. Councilmember Bartling moved to appoint Councilmember Hertz to the Converse County Justice Center Joint Powers Board for a 2-year term from January 14, 2019, to January 31, 2021; seconded by Councilmember Gilbreath; following brief discussion, motion approved 5-0.

5.III. Municipal/County Joint Powers Board, 2018 City Council Member Appointments: Mayor Kemper provided an overview of this board and expressed an interest in continuing to serve; Councilmember Pexton also expressed willingness to serve on this board, and Councilmember Bartling stated he would be willing to continue as the alternate. Councilmember Gilbreath moved to appoint Mayor Kemper to the Joint Powers Board as a voting member from January 14, 2019, to December 31, 2019; seconded by Councilmember Bartling; no discussion and motion approved 5-0. Councilmember Gilbreath moved to appoint Councilmember Pexton to the Joint Powers Board as a voting member from January 14, 2019, to December 31, 2019; seconded by Councilmember Hertz; no discussion and motion approved 5-0.

Councilmember Gilbreath moved to appoint Councilmember Bartling to the Joint Powers Board as an alternate voting member from January 14, 2019, to December 31, 2019; seconded by Councilmember Pexton; no discussion and motion approved 5-0.

Item 5.IV. Community Service Block Grant (CSBG) Board, City Appointment: Mayor Kemper provided an overview of this board; Councilmember Pexton expressed interest in serving on this board; Councilmember Bartling moved to nominate Councilmember Pexton to the CSBG Board as the City representative to serve a term from January 14, 2019, to December 31, 2022; seconded by Councilmember Gilbreath; no discussion and motion approved 5-0.

Item 5.V. Wyoming Community Gas Board, 2019 City Council Member Appointments: Mayor Kemper provided history of this board; Administrator Teichert provided an overview of this board; Councilmember Gilbreath expressed interest in continuing to serve, as did Councilmember Bartling. Councilmember Hertz moved to appoint Councilmember Gilbreath to the Wyoming Community Gas Board from January 14, 2019 to December 31, 2019; Councilmember Bartling seconded; no discussion and motion approved 5-0. Councilmember Hertz moved to appoint Councilmember Bartling to the Wyoming Community Gas Board from January 14, 2019 to December 31, 2019; Councilmember Pexton seconded; no discussion and motion approved 5-0.

Item 5.VI. Federal Urban Systems Advisory Board (FUSAB), City Appointments: Mayor Kemper provided a brief update and history of this board, and Director Chaffin provided further explanation and purpose of this joint City/County/State board and its role, which is to oversee use of federal funding for street projects within a designated boundary as approved by WYDOT; these boards exist across the state. She also explained the current project, which is a portion of Brownfield Road located in the county. Councilmember Hertz expressed an interest in serving on this board. Councilmember Gilbreath moved to appoint Councilmember Hertz to the FUSAB board for a 4-year term from January 14, 2019, to December 31, 2022; seconded by Councilmember Pexton; no discussion and motion approved 5-0. Councilmember Gilbreath moved to appoint Clara Chaffin, Community Development Director, to the FUSAB board for a 4-year term from January 14, 2019, to December 31, 2022; Councilmember Bartling seconded; no discussion and motion approved 5-0.

Item 5.VII. Wyoming Association of Municipalities (WAM) Voting Delegates, 2019 WAM Winter Conference Item: Mayor Kemper provided an overview of this appointment and expressed interest in serving as the voting delegate, while Councilmember Gilbreath stated he would be willing to serve as the alternate. Councilmember Bartling moved to appoint Mayor Kemper as the 2019 WAM Winter Workshop voting delegate; Councilmember Hertz seconded; no discussion and motion approved 5-0. Councilmember

Bartling moved to appoint Councilmember Gilbreath as the 2019 WAM Winter Workshop alternate voting delegate; Councilmember Pexton seconded; no discussion and motion approved 5-0. **5.VIII. Douglas Recreation Center Committee Appointee:** Mayor Kemper provided an overview of this committee and stated that this can be a city staff member or Council member. Councilmember Gilbreath moved to appoint Jonathan Teichert, City Administrator, to Douglas Rec Center committee for an ongoing term; seconded by Councilmember Hertz. Discussion following regarding the concern of having two Council members on this committee due to Councilmember Gilbreath's job at the Rec Center; Attorney Duncan-Malone agreed that this would be cleaner and would avoid the perception of a violation. Bob Shinmori made some final comments to Council thanking them for their support.

Council Items: Item 6.I. Resolution 1984, Concurring with the City Administrator's Appointment of Rick Andrews as Fire Chief for the City of Douglas, Wyoming: Councilmember Gilbreath moved to approve Resolution 1984 as presented; seconded by Councilmember Pexton; no discussion and motion approved 5-0.

Item 6.II. Resolution 1985, Quitclaim Deed for Portion of Vacated Alley at 824 Cedar, Original Town of Douglas: Councilmember Bartling moved to approve Resolution 1985 as presented; Councilmember Hertz seconded; no discussion and motion approved 5-0. **Item 6.III. Amendment Number One to Agreement Between the City of Douglas, Wyoming and Heather Duncan-Malone for Attorney Services:** Councilmember Pexton moved to approve the amendment as presented; Councilmember Gilbreath seconded. Council expressed appreciation for Ms. Duncan-Malone; no further discussion and motion approved 5-0. **Item 6.IV. Bid Recommendation, New Reel and Bed Knife Grinders, Douglas Community Club Golf Course:**

Councilmember Gilbreath moved to accept the bid recommendation as presented and award the bid to Midland Implements in the total amount of \$64,660.75 for both grinders, and further authorize the City Administrator to execute all associated contract documents; seconded by Councilmember Hertz. Director Harbarger provided Council with an overview of what these grinders are for. No further discussion and motion approved 5-0.

Council Information: Item 7.I. Sales Tax Report, December 2018; Item 7.II. Treasurer's Report, November 2018; Item 7.III. Council Memo, Liquor License Compliance Failures, December 2018; Item 7.IV. Unapproved Minutes, Converse County Tourism and Promotion Board, December 20. 2018 Meeting: Councilmember Gilbreath stated for the record the amount of sales taxes received in December, which was \$1,400,629.35, and 125.83% of the City's budget for fiscal year 2019. No further discussion. Colson Webster and Stephanie Witbrod approached Council to

request a funding donation for a track and field meet in Australia in July; it was explained that the City has no such type of funding available. Councilmember Gilbreath explained that the Douglas Rec Center Board may have funding, however, and stated he would assist the girls in getting on the Rec Center Board agenda to make the same request of them.

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

ATTEST:

Karen Rimmer, City Clerk
Published: January 23, 2019

Rene' Kemper, Mayor