

1 **Work Session, Douglas City Council**
2 **January 28, 2019**
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4 A Work Session of the Douglas City Council was held on Monday, January 28, 2019, at 4:00 p.m.
5 in the Council Chambers, 101 N. 4th Street, Douglas, Wyoming. Mayor Kemper called the meeting
6 to order. Those present were:

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8 **Mayor and Council:** Rene' Kemper, Mayor; Councilmembers John Bartling, Monty
9 Gilbreath, Kim Pexton, and Karl E. Hertz

10 **Others Present:** Jonathan Teichert, City Administrator; Heather Duncan-
11 Malone, City Attorney; Karen Rimmer, City Clerk; Mary
12 Nicol, City Treasurer; Ron Casalenda, Chief of Police; John
13 Harbarger, Public Works Director; Clara Chaffin, Community
14 Development Director; and Gary Schwarz, IT Director
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16 Administrator Teichert explained that the purpose of this meeting is to be a Council training
17 session on a number of general topics. Council members were each provided an updated Mayor and
18 Council Handbook, and the following items were reviewed with Council: General Duties and
19 Powers of Cities and Towns; City of Douglas Form of Government; Home Rule in Wyoming; Ethics,
20 Council Conduct, and Conflicts of Interest; Public Records and the Wyoming Public Records Act;
21 Wyoming Open Meetings Law and Types of Meetings; Uniform Fiscal Procedures Act; City of
22 Douglas Budgeting Requirements and Procedure; Advisory Boards and Commissions; Strategic
23 Planning, which is scheduled to be updated this year; and Overview of Departments:
24 Administrator, City Clerk, Administrative Services, Community Development, Public Works, and
25 Police Department. Major projects were discussed, as well as number of employees per
26 department. Following final comments and questions, the Work Session was adjourned at 5:21
27 p.m. **No Council action was taken.**
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Karen Rimmer, City Clerk