

City Council Minutes
June 12, 2023

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Mayor 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 Kim Pexton; Councilperson Ron McNare; Councilperson Matt Schmidt; Councilperson Perry Hershberger; Councilperson John Bartling. **Also Present:** JD Cox, City Administrator; Chaz Kokesh, City Clerk; Todd Byerly, PD Chief; Clara Chaffin, Community Development Director; John Harbarger, Public Works Director; Heidi McCullough, Planning Technician; Mike Armstrong, City Attorney.

Disclosures by City Council Members: Councilperson Schmidt indicated he will be abstaining from item 6d.

Consent Agenda:

Item 3a. Corrections, Additions, and Approval of Agenda – June 12, 2023

Item 3b. Warrant Register: May 2023

Councilperson Bartling moved, seconded by Councilperson Hershberger to approve the consent agenda as presented. Motion carried 5-0.

Public Comments: None.

Presentations/Proclamations:

Item 5a. EWC Representative, Margaret Farley, Vice President for EWC Douglas Campus: Proposed Programming

Jeff Hawes, President of Eastern Wyoming College: Mr. Hawes introduced himself to the City Council, indicating Margaret Farley would not be in attendance as she'd hoped. Hawes discussed the proposed construction trades program and how the college envisions it moving forward as part of the Douglas campus. EWC will also be rolling out a CDL program this year, currently as a non-credited program, with hopes to obtain accreditation so students would have access to financial aid. Hawes explained the EDA grant approval, and how the committed funds from Glenrock, Rolling Hills, Douglas, Converse County, and the State are a part of the process for moving to the next step for the proposed program development. Councilperson Hershberger inquired into how Converse County would get a voting member on the board of trustees. Hawes explained the board is defined by legislature, as it is for all community colleges, and is based on the taxing structure, with local members being elected. He did indicate though that the City of Douglas, or any funding agency, could specify stipulations such as the program remaining at the Douglas campus, as part of their funding commitment.

Council Action Items:

Item 6a. Ordinance No. 1022, an Ordinance Amending Chapter 2.84 of Title 2 of the Douglas Municipal Code to Increase the Compensation of Elected Officials and Setting an Effective Date, First Reading
Councilperson McNare moved, seconded by Councilperson Bartling to approve Ordinance No. 1022 as presented, on its First Reading. Motion carried 5-0.

44 ***Item 6b. Resolution No. 2023-14, a Resolution Adopting Changes to Policy and Procedures for the***
 45 ***Police Department of the City of Douglas, Wyoming***

46 Chief Byerly informed Council that this resolution is a part of the Police Departments annual review of
 47 their policies and minor changes have been recommended to the same.

48 **Councilperson Schmidt moved, seconded by Councilperson Hershberger to approve Resolution No.**
 49 **2023-14 as presented. Motion carried 5-0.**

50

51 ***Item 6c. Resolution No. 2023-15, a Resolution Proposing Enhanced Partnership with The Enterprise***

52 Administrator Cox asked for this item to be tabled.

53 **Councilperson Bartling moved, seconded by Councilperson McNare to table Resolution No. 2023-15.**
 54 **Motion carried 5-0.**

55

56 ***Item 6d. Letter of Support: Silver Arena, Wyoming State Fairgrounds***

57 **Councilperson Hershberger moved, seconded by Councilperson McNare to approve the letter of**
 58 **support for the improvement of Silver Arena on the Wyoming State Fairgrounds as presented. Motion**
 59 **carried 4-0-1; Councilperson Schmidt abstained.**

60

61 ***Item 6e. Amendment No. 1 to the Memorandum of Understanding Between the Board of***

62 ***Commissioners of Converse County, Wyoming, The Board of Commissioners of Natrona County,***
 63 ***Wyoming, The City of Douglas, Wyoming, The City of Casper, Wyoming, The Town of Evansville,***
 64 ***Wyoming, The Town of Bar Nunn, Wyoming, The Town of Glenrock, Wyoming, The City of Mills,***
 65 ***Wyoming, and the Town of Rolling Hills, Wyoming for Impact Assistance Funds***

66 **Councilperson Bartling moved, seconded by Councilperson Hershberger to approve the Memorandum**
 67 **of Understanding between governing bodies for Impact Assistance Funds as presented. Motion**
 68 **carried 5-0.**

69

70 ***Item 6f. Donation Agreement: Janice Clutter***

71 **Councilperson McNare moved, seconded by Councilperson Hershberger to approve the Donation**
 72 **Agreement and accept the donation from Janice Clutter as presented and further authorize the City**
 73 **Administrator to sign associated documents. Motion carried 5-0.**

74

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

76 ***Item 7a. Directors Reports: Administrative Services/Treasurer Department, Clerk Department,***
 77 ***Community Development Department, Police Department, Public Works Department***

78 ***Item 7b. Minutes: Converse County Tourism Promotion Board – March 21, 2023***

79

80 **Administrator's Report:**

81 ***Item 8a.*** Administrator Cox informed Council that staff will be moving forward with painting curbs red
 82 on the south side of Cedar Street between 1st and 2nd Street, to allow for emergency vehicle parking
 83 only. Visionary has started to install fiber for residential homes, but to date have not released their plan
 84 for the whole city. An update on projects was provided, including active bids for upcoming projects, and
 85 department activities. Discussion regarding when 5th penny signs would be ready, Cox indicated they
 86 would be ready in the next couple of weeks. Councilperson McNare inquired into that status of the
 87 weather alert system the school had proposed partnering on, brief discussion followed with direction

88 given to reach out to the school to see where we're at in the process. Discussion regarding the use of
89 the Jackalope in Cheyenne and other places, as it's trademarked by the City.
90

91 **Good People Doing Good Things:**

92 **Item 9a.** Councilperson McNare read 3 letters of recognition from Chief Byerly to Devon Litzinger,
93 Deanna Byler, and Tyler Stream. Administrator Cox recognized the Douglas Historic Preservation
94 Commission's role in establishing the South Douglas Historic District and welcomed Heidi McCullough to
95 speak about the project. McCullough provided Council with an overview of the process for establishing
96 the district, and thanked the City for their role in helping obtain grant funding. The Council will have an
97 ordinance come before them to creating the overlay district, signage will be placed in the south district,
98 and a walking tour established. Cox informed Council that he was very proud of how our community and
99 council handled the passing of Mayor Kemper, and in fact the Cowboy State Daily contacted the City
100 about doing a story about it. Mayor Pexton was appointed as the chair of the NEWY district.
101

102 **Community Updates/Events Calendar:**

103 **Item 10a. POSSIBLE QUORUM NOTICE: TEAM Meeting: June 13, 2023, 2-3:15 p.m., Douglas Police**
104 **Department**

105 **Item 10b. POSSIBLE QUORUM NOTICE: City/County Breakfast Meeting: June 19, 2023, 7-8am, MHCC**
106 **Meeting Room**

107 **Item 10c. POSSIBLE QUORUM NOTICE: Cedar Springs IV Hearing: June 20, 2023, Time/Location TBD**
108

109 **Executive Session: None.**
110

111 **Adjourn**

112 **Councilperson McNare moved, seconded by Councilperson Hershberger to adjourn the June 12, 2023,**
113 **Regular City Council meeting at approximately 6:31 p.m. Motion carried 5-0.**
114

115 **ATTEST:**

116 _____
117 Kim Pexton, Mayor

118 _____
119 Chaz Kokesh, City Clerk
120 Published June 28, 2023