

City Council Regular Meeting Minutes
April 8, 2024

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Mayor 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 Perry Hershberger; Councilperson Matt Schmidt; and Councilperson John Bartling. Mayor Pexton led the assembly in the Pledge of Allegiance.

Also present: JD Cox, City Manager; Mike Armstrong, City Attorney; Clara Chaffin, Community Development Director; Todd Byerly, Chief of Police; John Harbarger, Public Works Director; Mary Nicol, Administrative Services Director/Treasurer; Kendal Detwiler, Human Resources Director; Brandon Frye, Parks Supervisor.

Disclosures by City Council Members: Councilperson McNare disclosed a conflict of interest with items 8b and 8i. Councilperson Hershberger identified a conflict of interest with item 8j.

General Agenda (Corrections/Additions): Councilperson Hershberger moved to approve the general agenda as presented. Councilperson McNare seconded. Motion carried 5-0.

Public Comments: None.

Consent Docket: Minutes: City Council Work Session: March 25, 2024; City Council Meeting: March 25, 2024; Warrant Register: March 2024. Councilperson Schmidt moved to approve the Consent Docket as presented. Councilperson Bartling seconded. Motion carried 5-0.

Presentation:

Proclamation: Child Abuse Awareness & Prevention Month: Councilperson Hershberger read the proclamation.

Jackalope Day Proposed Proclamation: Jenn Rasmussen presented a proposal to proclaim the 2nd Saturday of June as Jackalope Day.

CCJJC Update Presentation: Chris Caskey & City Manager Cox presented an update.

Public Hearings:

Resolution 2024-06: A Resolution Amending the Budget of the City of Douglas, Wyoming, for the Fiscal Year 2024. Mayor Pexton opened the public hearing at 5:52 p.m. Director Nicol provided an overview. No Public Comments. Public Hearing closed at 5:54 p.m. Councilperson McNare moved to approve resolution 2024-06 as presented. Councilperson Hershberger seconded. Motion carried 5-0.

Council Action Items:

Proposal Acceptance: SeeClickFix, Branded Marketplace and Civic Clerk: Director Nicol provided a brief overview & answered questions. Councilperson Bartling moved to accept the proposal for SeeClickFix and Branded Marketplace from Civic Plus in the amount of \$10,000 and accept the proposal for Civic Clerk in the amount of \$13,594 and authorize the City Manager to sign all associated documents. Councilperson Schmidt seconded. Motion carried 5-0.

Change Order #1: Washington Park Picnic Shelter Replacement Project: City Manager Cox provided a brief overview. Councilperson Hershberger moved to approve the change. Councilperson Schmidt seconded. Motion carried 4-0, Councilperson McNare abstained.

Resolution 2024-07: A Resolution Designating Depositories for Depositing of Public Funds for The City of Douglas, Wyoming: Director Nicol provided a brief overview. Councilperson Schmidt moved to approve resolution 2024-07 as presented. Councilperson Bartling seconded. Motion carried 5-0.

Board Appointment: Douglas Housing Authority: Director Nicol provided a brief overview. Councilperson McNare moved to appoint Nicole Johnson to the Douglas Housing Authority Board to fill the unexpired term ending June 30, 2025. Councilperson Schmidt seconded. Motion carried 5-0.

Proposal Acceptance: Solid Waste Hauling: Director Harbarger provided a brief overview & answered questions. Councilperson Bartling moved to accept the bid from Express for \$299 per load with a fuel charge per specified rate sheet and further authorize the City Manager to sign all associated documents. Councilperson McNare seconded. Motion carried 5-0.

Resolution 2024-08: A Resolution Adopting General Guidelines for Use by Members of the Governing Body in Reviewing Applications for an Available Liquor License within the City of Douglas, Wyoming: Director Nicol provided a brief overview. Councilperson McNare moved to approve resolution 2024-08 as presented. Councilperson Bartling seconded. Motion carried 5-0.

Resolution 2024-09: Rules for Special Events at City of Douglas Parks: Director Nicol provided a brief overview and answered questions from Council. Councilperson McNare moved to approve resolution 2024-09 as presented. Councilperson Schmidt seconded. Motion carried 5-0.

Wyoming State Endowment: Contribution Consideration: City Manager Cox provided a brief overview. Councilperson McNare moved to contribute \$50,000 to Wyoming State Endowment. Councilperson Bartling seconded. Motion carried 5-0.

Warrant Register: March 2024: K&R Construction: Councilperson Bartling moved to approve warrant register, March 2024, K&R Construction. Councilperson Hershberger seconded. Motion carried 4-0, Councilperson McNare abstained.

Warrant Register: March 2024: Perry Hershberger: Councilperson McNare moved to approve warrant register, March 2024, Perry Hershberger. Councilperson Schmidt seconded. Motion carried 4-0, Councilperson Hershberger abstained.

2nd Street Concepts: Streetscape & One Way Concept: Director Harbarger provided a brief overview and answered questions from Council. Councilperson McNare moved to table item 8k. Councilperson Schmidt seconded. Motion carried 5-0.

Tabled Item:

Ordinance 1037: Councilperson Bartling moved to remove Ordinance 1037 from the table. Councilperson McNare seconded. Motion carried 5-0. Director Harbarger provided a brief overview & answered questions. Councilperson Bartling moved to pass Ordinance 1037 on second reading as presented. Councilperson McNare seconded. Motion carried 4-1.

Council Discussion:

Parks Supervisor Frye provided an overview of the Swimming Pool Update.

Council Information:

Department Reports: Community Development, Police Department, Public Works. **Converse County Tourism Promotion Board Minutes:** February 20, 2024.

City Manager’s Report:

City Manager Cox provided an update on multiple recent and current items.

Good People Doing Good Things:

Councilperson Hershberger recognized Converse County Senior Citizen Special District for obtaining approval to use the mill levy for construction & technical things at Riverside Plaza I&II & keeping citizens informed via Facebook posts of upgrades. Councilperson Hershberger recognized Noels Christmas for donation for the purchase of life alerts for 65 & older to provide for free.

Adjourn: Councilperson Hershberger moved to adjourn the regular City Council meeting of April 8, 2024. Councilperson McNare seconded. Motion carried 5-0. Meeting adjourned at approximately 7:35 p.m.

Kim Pexton, Mayor

ATTEST:

Mary Nicol, City Clerk
Published: April 17, 2024