

City Council Regular Meeting Minutes
April 22, 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.

Disclosures by City Council Members: None.

General Agenda (Corrections/Additions): Councilperson McNare moved to approve the general agenda moving item 5b to 8m. Councilperson Schmidt seconded. Motion carried 5-0.

Public Comments: None.

Consent Docket: Minutes: City Council Work Session: April 8, 2024; City Council Meeting: April 8, 2024, Financial Disclosures. Councilperson Bartling moved to approve the Consent Docket as presented. Councilperson McNare seconded. Motion carried 5-0.

Presentation:

New Employee: Neomi Cummings: City Manager Cox introduced Neomi.

UW-WORTH: City Manager Cox introduced the UW Worth Douglas Destination Group for their presentation on the Douglas Tourism Enhancement Study.

State Champion Girls Basketball Team: Council recognized members for their 9th State Title.

Unified Budget & Strategic Doing Update: City Manager Cox provided an update.

Proclamation: Shop Local May 2024: Councilperson Bartling read the proclamation.

Public Hearings:

Resolution 2024-05: A Resolution Approving the Wild Card Subdivision, Lots 1 and 2, Converse County, Wyoming. Mayor Pexton opened the public hearing at 6:06 p.m. Director Chaffin provided an overview. No Public Comments. Public Hearing closed at 6:09 p.m. Councilperson McNare moved to approve resolution 2024-06 as presented and making sure it would be a legal split with separate septic & wells on a 2 acre site. Councilperson Bartling seconded. Motion carried 5-0.

Council Action Items:

Ordinance 1040: An Ordinance Amending Chapter 5.10.10(A)(1) of Douglas Municipal Code Concerning the Fees of Alcohol or Malt Beverages: Director Nicol provided an overview. Councilperson

Bartling moved to approve Ordinance 1040 as presented on 1st reading. Councilperson Schmidt seconded. Motion carried 5-0.

Resolution 2024-10: A Resolution Adopting Changes to Policy and Procedure for the Police

Department of the City of Douglas, Wyoming: Chief of Police Byerly provided an overview.

Councilperson Hershberger moved to approve Resolution 2024-10 as presented. Councilperson McNare seconded. Motion carried 5-0.

Resolution 2024-11: A Resolution Declaring Jackalope Day: City Manager Cox provided an overview.

Councilperson Schmidt moved to approve Resolution 2024-11 as presented. Councilperson Hershberger seconded. Motion carried 5-0.

Resolution 2024-12: A Resolution Adopting the Snow Emergency & No Parking Snow Route Policy:

Director Harbarger provided an overview. Councilperson McNare moved to approve Resolution 2024-12 as presented. Councilperson Bartling seconded. Motion carried 3-2.

Resolution 2024-13: Business Meal Policy: City Manager Cox provided an overview & answered questions. Councilperson Bartling moved to approve Resolution 2024-13 as presented. Councilperson McNare seconded. Motion carried 4-1.

Bid Award: Adams Street Improvements Project: Director Harbarger provided an overview & answered questions. Councilperson Hershberger moved to award the bid from Wayne Coleman Construction in the amount of \$2,095,307.00 for the Adams Street Improvement Project and further authorize the City Manager to sign all associated documents. Councilperson Schmidt seconded. Motion carried 5-0.

Proposal Acceptance: Hauling Solid Waste: Director Harbarger provided an overview & answered questions. Councilperson Schmidt moved to accept the withdrawal of the Solid Waste Hauling Proposal from Express Disposal and accept the proposal from Blackburn Cattle Co. Inc. in the amount of \$420 per load plus a \$4.20 fuel surcharge per load per \$0.10 increase about \$3.00 per gallon of diesel and further authorize the City Manager to sign all associated documents. Councilperson McNare seconded. Motion carried 5-0.

Proposal Acceptance: Swimming Pool Design: Director Harbarger provided an overview. Councilperson McNare moved to accept the proposal from Progressive Commercial Aquatics in the amount of \$112,200 and authorize the City Manager to sign all associated documents. Councilperson Schmidt seconded. Motion carried 5-0.

Lease Agreement Amendment Number Three: The Enterprise: City Manager Cox provided an overview. Councilperson Bartling moved to approve the lease agreement amendment number three with the Enterprise. Councilperson Schmidt seconded. Motion carried 5-0.

Board Appointment: Converse County Tourism Board: Councilperson Hershberger moved to appoint John Rabun, Jenn Rasmussen, & JD Cox to the Converse County Tourism Board for the term July 1, 2024 thru June 30, 2027. Councilperson Bartling seconded. Motion carried 5-0.

Maverik Estoppel Certificate: Director Chaffin provided an overview & answered questions. Councilperson Schmidt moved to approve the Estoppel Certificate for Maverik, Inc, as presented. Councilperson McNare seconded. Motion carried 5-0.

Sales Tax Notification: Director Nicol provided an overview & answered questions.

Ordinance 1037, 3rd Reading: An Ordinance Amending Section 8.20.190 Removal of Snow & Ice and Adding Section 10.92.080 Snow Emergency and No Parking Snow Routes: Councilperson Hershberger moved to approve ordinance 1037 on the 3rd reading as presented. Councilperson McNare seconded. Motion carried 4-1.

Council Information:

Aid to Other Entities: 3rd Quarter Reports. **Planning and Zoning Commission Meeting Minutes:** April 15, 2024. **Financial Report:** March 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 Carol Fenner for assisting someone with a health issue paying for a procedure. Councilperson Hershberger also recognized Bridget Stinson & Family, Stinson Lawn Care, for assisting a new Douglas citizen with unloading their U-Haul when they were struggling. Councilperson Bartling recognized Coach Helenbolt and the Girls Basketball Team for putting in so much effort. Mayor Pexton recognized the University of Wyoming WORTH Group.

Community Update:

Possible Quorum: April 23, 2024, 3 PM, LaBonte, Douglas Blueprint, Stakeholder's Meeting; Possible Quorum: April 23, 2024, 5:30 pm, LaBonte, Douglas Blueprint, Community Open House; Possible Quorum: April 24, 2024, 11:30 am, City Hall, Douglas Blueprint, Council Luncheon with Ayers.

Executive Session:

Councilperson Hershberger moved that the council adjourn into executive session for the purpose of considering the site selection or purchase of real estate, in accordance with W.S. §16-4-405(a)(vii). Councilperson McNare seconded. Motion carried 5-0.

Adjourn:

Meeting adjourned at approximately 6:49 p.m.

Kim Pexton, Mayor

ATTEST:

Mary Nicol, City Clerk
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