

City Council Regular Minutes
August 26, 2024

1. Call to Order, Roll Call, and Pledge of Allegiance

Mayor Kim Pexton called the meeting to order at approximately 4:06 p.m. Roll call was taken with the following City Council members present: Councilperson Ron McNare; Councilperson Perry Hershberger; Councilperson Matt Schmidt; Councilperson John Bartling; and Mayor Kim Pexton. 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; Sonya Ortega, City Clerk; Todd Byerly, Chief of Police; John Harbarger, Public Works Director; Mary Nicol, Administrative Services Director/Treasurer; and Kendal Detwiler, Human Resources Director.

2. Disclosures by City Council Members

None

3. Approval of General Agenda (Corrections or Additions)

Councilperson Perry Hershberger moved to approve the General Agenda as presented. Seconded by Councilperson Matt Schmidt. Motion carried 5-0.

4. Public Comments

None

5. Presentations

a. Introduction: Landfill Operator Mike Coleman

JD introduced Mike Coleman as a new landfill operator.

b. Promotion: Sergeant Willie Knight

JD introduced Willie Knight as the new Sergeant of Douglas Police Department.

c. Promotion: Corporal Tommy Jones

JD Introduced Tommy Jones as the new Corporal of Douglas Police Department.

d. Fire Department Update

Kerry Shatto gave an update report for the Douglas Volunteer Fire Department. Fire Department request to roll over funds from last FY to this one.

6. Discussion Items

None

7. Approval of Consent Docket

Councilperson John Bartling moved to approve the Consent Docket as presented. Seconded by Councilperson Matt Schmidt. Motion 5-0.

a. Minutes

Councilperson John Bartling moved to approve the Consent Docket as presented. Seconded by Councilperson Matt Schmidt. Motion 5-0.

City Council Regular Meeting: August 12, 2024

b. Bills & Claims

c. Other – Consent

8. Public Hearing

- a. Resolution 2024-27 A RESOLUTION AUTHORIZING A CONDITIONAL USE PERMIT TO LEVI GROHS FOR THE INSTALLATION OF AN ELECTRONIC MESSAGE BOARD SIGN IN AN INDUSTRIAL ZONE AT 221 BROWNFIELD ROAD (ELKHORN SUBDIVISION, LOT 7).**

Mayor Pexton opened Public Hearing at: 4:19PM

Director Chaffin provided an overview.

Public Comment in Favor or Opposition: none

Closed Public Hearing at: 4:22PM

Councilperson Perry Hershberger moved to approve resolution no. 2024-24 as presented. Seconded by Councilperson Ron McNare. Motion 5-0.

- b. Resolution 2024-29 A RESOLUTION AUTHORIZING A CONDITIONAL USE PERMIT FOR DIVINE MERCY ACADEMY TO OPERATE A PRIVATE SCHOOL IN AN R-1 NEIGHBORHOOD RESIDENTIAL ZONE AT 302 S. 5TH STREET (ORIGINAL TOWN OF DOUGLAS, BLOCK 26, LOTS 1, 2)**

Mayor Pexton opened Public Hearing at: 4:23PM

Director Chaffin provided an overview.

Public Comment in Favor or Opposition: Sen. Boner, a board member of Mercy Academy is here for questions if anyone has. Religious education classes since 1960's minimal impact. 13 kids enrolled currently.

Closed Public Hearing at: 4:28PM

Councilperson Matt Schmidt moved to approve resolution no. 2024-29 as presented. Seconded by Councilperson Perry Hershberger. Motion 5-0.

- c. Resolution 2024-31 A RESOLUTION CHANGING THE ZONING OF WEST PLAINS DEVELOPMENT, BLOCK 1, LOT 27, FROM R-3 LIMITED MIXED**

RESIDENTIAL TO R-2 MEDIUM DENSITY RESIDENTIAL.

Mayor Pexton opened Public Hearing at: 4:28pm

Director Chaffin provided an overview.

Public Comment in Favor or Opposition:

Closed Public Hearing at: 4:30pm

Councilperson Ron McNare moved to approve resolution no. 2024-31 as presented. Seconded by Councilperson John Bartling. Motion 5-0.

- d. **Resolution 2024-32 A RESOLUTION AUTHORIZING THE CITY OF DOUGLAS TO PROCEED WITH A TYPE B DEVELOPMENT FOR RENOVATIONS OF THE DOUGLAS MUNICIPAL POOL IN A GRN GREENSPACE ZONE AT 701 EAST CENTER STREET (A PORTION OF THE NW1/4 NE1/4 SW1/4, S9, T32N R71W)**

Mayor Pexton opened Public Hearing at: 4:31pm

Director Chaffin provided an overview.

Public Comment in Favor or Opposition: none

Closed Public Hearing at: 4:34pm

Councilperson Matt Schmidt moved to approve resolution no. 2024-32 as presented. Seconded by Councilperson Perry Hershberger. Motion 5-0.

9. Council Action Items

- a. **Ordinance 1044: An Ordinance Amending Sections 16.5.7.1(N)(ii)(C), 16.5.7.1(N)(vi)(g), and 16.5.7.1(N)(viii) Pertaining to Floodplain Construction Standards. Third Reading.**

Director Chaffin provided an overview. No changes since first reading.

Councilperson Ron McNare moved to approve Ordinance 1044 as presented on third reading. Seconded by Councilperson John Bartling. Motion 5-0.

- b. **Ordinance 1045: An Ordinance Amending Sections 16.2.2, 16.6.31.2, and 16.6.31.3(a) Pertaining to Short-Term Rentals. Second reading.**

Director Chaffin provided an overview.

Councilperson John Bartling moved to approve Ordinance 1045 as presented on second reading. Seconded by Councilperson Ron McNare. Motion 5-0.

- c. **Ordinance 1046: An Ordinance Amending Sections 2.64.010, 2.64.030, 2.64.040, 5.36.010, and 5.36.100 Pertaining to the Licensing of Contractors. Second Reading.**

Director Chaffin gave a report. No changes from first to second reading.

Wyoming planning association have been working together to figure out how to enforce it.

Councilperson Matt Schmidt moved to approve Ordinance 1046 as presented on second reading. Seconded by Councilperson Perry Hershberger. Motion 5-0.

d. Resolution 2024-30: A Resolution Designating Authorized Signers for all City of Douglas Banking and Investment Accounts

Director Nicol provided an overview.

Councilperson John Bartling moved to approve resolution 2024-30 as presented. Seconded by Councilperson Ron McNare. Motion 5-0.

e. Bid Award: Douglas City Street Slurry Seal Project for 2024-25

Director Harbarger provided an overview.

Councilperson Ron McNare moved to accept the unit price of \$2.70 for the quantity 99,980 square yards for the total cost of \$296,446. Seconded by Councilperson Matt Schmidt. Motion 5-0.

f. Police Department: Policy PAT 58 - PTZ Cameras

Chief Byerly provided an overview. Cameras at Riverbend & Yellowstone and 4th & Richards.

Councilperson Matt Schmidt moved to approve Police Department Policy PAT 58 - PTZ Cameras as presented. Seconded by Councilperson John Bartling. Motion 5-0.

g. Community Service Funding Agreements: The Gathering Inc. DBA The Gathering Place; Laramie Peak Humane Society; Douglas Youth Hockey Association; Community Action Partnership of Natrona County.

City Clerk Ortega provided an overview.

Councilperson John Bartling moved to approve the Community Service funding agreements as presented. Seconded by Councilperson Ron McNare. Motion 5-0.

h. City App: Naming

City Clerk Ortega and City Manager Cox provided an overview.

Councilperson Perry Hershberger moved to approve City App name of Discover Douglas. Seconded by Councilperson Matt Schmidt. Motion 5-0.

10. Public Comments

None.

11. Tabled Items

a. WAM Voting Delegates: Winter Workshop

Mayor Pexton: We don't need to have delegates for this workshop.

Councilperson Ron McNare moved to remove the item from the table.

Seconded by Councilperson Matt Schmidt. Motion 5-0.

12. Council Information

No discussion/questions.

a. **Converse County Tourism Promotion Board Minutes: June and July 2024**

b. **Planning & Zoning Commission Minutes: 20240819**

13. City Manager's Report

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

14. Good People Doing Good Things

Doris Ware helped young lady get to the ER and committed her personal time to stay with female while she was there. John Bartling, getting kids back and forth safely at the start of the school year.

15. Community Update

a. **Event Calendar**

Refer to video on City of Douglas Website under Agenda and Minutes tab.

16. Executive Session

17. Adjourn

Mayor Pexton moved to adjourn the Regular City Council meeting of August 26, 2024

Kim Pexton, Mayor

ATTEST:

Sonya Parker, City Clerk

Published: DATE