

City Council Regular Minutes  
January 13, 2025

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

Roll Call was taken with the following City Council members present; Mayor Kim Pexton; Council Member, Ron McNare; Council Member, Perry Hershberger; Council Member, Matt Schmidt; Council Member, Joel Weeks.

Also present: City Manager, J.D. Cox; City Attorney, Michael Armstrong; City Clerk, Sonya Ortega; Human Resources Director, Kendal Detwiler; Chief of Police, Todd Byerly; Public Works Director, John Harbarger; Administrative Services Director/Treasurer, Mary Nicol.

**2. Disclosures by City Council Members**

Councilperson McNare stated he will abstain from Action Item 9.i. Mayor Pexton stated she will abstain from Action Item 9.j.

**3. Approval of General Agenda (Corrections or Additions)**

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

**4. Public Comments**

Citizen, Jacob Schmidt, presented council with the request to obtain a Falconry permit. Jacob has taken the correct avenues and started with Community Development looking at a conditional use permit, brought his request in front of council, and has already purchased books on the subject matter, along with starting to build the enclosure. This has been redirected by City Manager Cox, with an answer back to Jacob within a week and will circle back on this at the January 27th meeting.

**5. Approval of Consent Docket**

Councilperson Ron McNare moved to approve the Consent Docket as presented. Seconded by Councilperson Perry Hershberger. Motion carried 5-0.

**a. Minutes**

**Regular City Council Meeting: December 12, 2024**

**b. Bills & Claims**

**Warrant Register: December 2024**

**c. Other – Consent**

**6. Presentations**

None.

**7. Discussion Items**

None.

**8. Public Hearing**

None.

**9. Council Action Items**

**a. Resolution No. 2024-44: A Resolution Amending the Budget of the City of Douglas, Wyoming for the Fiscal Year 2025.**

Director Nicol provided a staff report.

Councilperson Ron McNare moved to approve to approve Resolution No. 2024-44. Seconded by Councilperson Perry Hershberger. Motion carried 5-0.

**b. Bid Award: 2025 Specified Police Package Explorer SUV**

Chief Byerly provided a staff report. Council instructed staff to rebid the vehicle due to misinformation in the bid documents regarding bid bonds. No action taken on this item.

**c. Appointment: Council President**

Director Ortega provided a staff report on appointing a Council President.

Councilperson Matthew Schmidt moved to nominate Ron McNare as Council President. Seconded by Councilperson Joel Weeks. Motion 4-0.

Councilperson Perry Hershberger moved to appoint Ron McNare as Council President. Seconded by Councilperson Matthew Schmidt. Motion carried 4-0.

**d. Board Appointment: Justice Center Joint Powers Board**

City Clerk Ortega provided a staff report.

Councilperson Matthew Schmidt moved to nominate Kim Pexton to the Justice Center Joint Powers Board. Seconded by Councilperson Joel Weeks. Motion carried 4-0.

Councilperson Perry Hershberger moved to reappoint Kim Pexton to the Justice Center Joint Powers Board. Seconded by Councilperson Matthew Schmidt. Motion carried 4-0.

**e. Board Appointments: Municipal/County Joint Powers Board**

City Clerk Ortega provided a staff report.

Councilperson Perry Hershberger moved to nominate Matt Schmidt and Joel Weeks to the Municipal/County Joint Powers Board. Seconded by Councilperson Ron McNare. Motion carried 3-0.

Councilperson Perry Hershberger moved to appoint Matt Schmidt and Joel Weeks to the Municipal/County Joint Powers Board. Seconded by Councilperson Ron McNare. Motion 3-0.

**f. Board Appointments: Wyoming Community Gas Board**

City Clerk Ortega provided a staff report.

Councilperson Ron McNare moved to nominate Perry Hershberger and Mary Nicol to the Wyoming Community Gas Board. Seconded by Councilperson Matthew Schmidt. Motion carried 4-0.

Councilperson Ron McNare moved to appoint Perry Hershberger and Mary Nicol to the Wyoming Community Gas Board. Seconded by Councilperson Joel Weeks. Motion carried 4-0.

**g. Board Appointment: Federal Urban System Advisory Committee**

City Clerk Ortega provided a staff report.

Councilperson Matthew Schmidt moved to nominate Ron McNare to the Federal Urban System Advisory Committee. Seconded by Councilperson Joel Weeks. Motion 4-0.

Councilperson Matthew Schmidt moved to appoint Ron McNare to the Federal Urban System Advisory Committee. Seconded by Councilperson Joel Weeks. Motion carried 4-0.

**h. Board Appointment: Douglas Housing Authority**

City Clerk Ortega provided a staff report.

Councilperson Ron McNare moved to appoint Linda Wolfe to the Douglas Housing Authority Board for the 5-year term ending June 30, 2030. Seconded by Councilperson Matthew Schmidt. Motion carried 5-0.

**i. Warrant Register - December 2024: K&R Construction, LLC**

Director Nicol provided a staff report.

Councilperson Perry Hershberger moved to approve the Warrant Register December 2024: K&R Construction, LLC as presented. Seconded by Councilperson Matthew Schmidt. Motion carried 4-0.

**j. Warrant Register - December 2024: Kim Pexton**

Director Nicol provided a staff report.

Councilperson Perry Hershberger moved to approve Warrant Register December 2024: Kim Pexton as presented. Seconded by Councilperson Matthew Schmidt. Motion carried 4-0.

**10. Tabled Items**

**a. Bid Award: Douglas Municipal Pool Renovation**

Director Harbarger provided a staff report. Discussion was had. Citizen Ryan Andrews spoke to council. Council advised to keep this tabled and come back to the next council meeting with further information.

**b. Bid Award: Douglas City Hall Site Improvements**

Director Harbarger provided a staff report. Discussion was had with council. Councilperson Perry Hershberger moved to remove the Bid Award: Douglas City Hall Site Improvements from the table. Seconded by Councilperson Matthew Schmidt. Motion carried 5-0.

Councilperson Ron McNare moved to award the City Hall Site Improvements project to Ramshorn Construction without the alternate, in the amount of \$600,360.00 and authorize the City Manager to sign all associated documents. Seconded by Councilperson Matthew Schmidt. Motion carried 5-0.

**11. Public Comments**

None

**12. Financial Report**

**a. Financial Report: November 2024**

Director Nicol provided a staff report. Discussion was had.

**13. City Manager's Report**

City Manager Cox provided staff report and handouts to council and public. Discussion was had.

**14. Council Information**

**a. Converse County Tourism Promotion Board Minutes: November 2024**

**b. Notice of Possible Quorum: Saturday January 25, 2025 10am to 12pm at the Whistle Stop**

**c. Council Comments**

Council made requests they would like the city to look into.

**15. Good People Doing Good Things**

Recognition was received by a citizen for the Public Works Department. The citizen thanked Public Works for making the town look amazing for Christmas. Council Member Schmidt thanked the City Clerk for going above and beyond for swearing him in. He also thanked the Douglas Volunteer Fire Department, Sherry Evan, Andrew Williams, Pat Williams, and John Williams for their assistance. City Manager Cox wanted to say thank you to the Douglas

Volunteer Fire Department for doing a good job putting on a nice event at the fire department Christmas party. Council Member Hershberger wanted to welcome aboard Council Member Weeks.

**a. Recognition: Public Works**

**16. Community Update**

**a. Event Calendar**

**17. Executive Session**

**18. Adjourn**

Mayor Pexton motioned to adjourn the meeting at approximately 6:07 pm. Councilperson Perry Hershberger moved to adjourn The Regular City Council Meeting of January 13, 2025. Seconded by Councilperson Matthew Schmidt. Motion carried 5-0.

Kim Pexton, Mayor

ATTEST:

Sonya Ortega, City Clerk  
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