

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held January 15, 2019
7:00 PM

The regular meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Richard P. Gard at 7:00 p.m. City Council Members present were Karla Borders, Tim Hancock, Mike Bailey, Rebecca Schatza and Kyle Larson. Council Member Hancock led the pledge of allegiance and Council Member Bailey conducted the invocation.

Roll call was conducted. Council Member Larson moved, seconded by Council Member Schatza to excuse Council Member(s) Sean Peterson from tonight's meeting. Motion passed unanimously. Mayor Gard declared a quorum of the Council.

City Staff present: City Administrator Tony Tolstedt, City Clerk/Human Resource Director Kristin Watson, Public Works Director Kyle Butterfield, Community Development Director Eric P. Carr, Chief of Police Eric Murphy, Finance Director Mia Harris, and Deputy City Clerk/Administrative Assistant Megan Sims.

Approval of the Agenda – Council Member Bailey moved, seconded by Council Member Hancock to approve the agenda as presented. Motion passed unanimously.

Communication from the Floor/Response to Citizen's Comments – Jim Davis, Director of the Riverton Chamber of Commerce, approached the Council to update on the Tourism Asset Development funds that were distributed for 2018.

Consent Agenda – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – January 2, 2019 Regular Council Meeting; Approval of the Minutes – January 2, 2019 Executive Session; Approval of the Minutes – January 15, 2019 Finance Committee Meeting; Approval of the Finance Committee Recommendations – January 15, 2019: claims to be paid in the amount of \$464,595.97 and payroll / liabilities for 1/3/19 in the amount of \$207,856.58 for a total of \$672,452.55; Approval of the Municipal Court Report for the month of December 2018 and Replat of Larsen Family Addition. Council Member Bailey moved, seconded by Council Member Schatza to approve the consent agenda as presented. Motion passed unanimously with Council Member Bailey abstaining from the Bailey's claim on the claims approval list and the Replat of the Larsen Family Addition.

Fiscal Year 17-18 Audit Report – Finance Director Mia Harris introduced Abbey Hagerman from Anton Collins Mitchell LLP who provided a brief summary, telephonically, of the Fiscal Year 2018 Annual Audit Report noting that it was a very clean audit report. Mrs. Hagerman also commended city staff for accommodating the auditors with efficiency and professionalism. Council Member Bailey moved, seconded by Council Member Larson to accept the Fiscal Year 2018 Annual Audit Report as presented. Motion passed unanimously

Consideration of Ordinance No. 18-016, 3rd & Final Reading: International Building Code (IBC) Updates – City Clerk/Human Resource Director Kristin Watson read Ordinance No. 18-016 by title only. This ordinance adopts the 2018 International Building Code updates. Council Member Hancock moved, seconded by Council Member Borders to adopt Ordinance No. 18-016 on 3rd and final reading. Council Member Bailey moved, seconded by Council Member Larson to amend main motion to include the removal section 2 A (6) pertaining to automatic fire sprinkler systems from the ordinance. Amended motion passed unanimously. Roll call vote was conducted for the main motion, which passed unanimously.

Planning Commission Appointment: Lance Goede, Alternate – Community Development Director Eric P. Carr informed the Council of a letter of interested received from Lance Goede for the vacant seat on the Planning Commission as an alternate. Council Member Hancock moved, seconded by Council Member Bailey to appoint Lance Goede to serve a 4-year term on the Planning Commission as an alternate. Motion passed unanimously.

Public Defender Appointment: Jane Juve – City Administrator Tony Tolstedt reported of the vacant public defender position at the municipal court due to the unexpected passing of Gordon E. Ellis. The City received one (1) application for Public Defender Services from Jane Juve. Council Member Larson moved, seconded by Council Member Hancock to approve the Public Defender contract with Jane Juve. Motion passed unanimously.

Public Hearing and Consideration of Ordinance No. 19-001, 1st Reading: Shipping Containers in Residential Zoning – Community Development Director Eric P. Carr presented Ordinance No. 19-001 to the Council. This ordinance addresses the use of shipping containers in residential zones. City Clerk/Human Resource Director Kristin Watson read Ordinance No. 19-001 by title only. Council member Hancock moved, seconded by Council Member Schatza to open the public hearing. Motion passed unanimously. Ray Barta, Ken Weber, and Breck Skaggs addressed the Council in the public hearing regarding the shipping containers. Council Member Hancock moved, seconded by Council Member Bailey to close the public hearing. Motion passed unanimously. Council Member Hancock moved, seconded by Council Member Larson to adopt Ordinance No. 19-001 on first reading. Council Member Schatza

moved, seconded by Council Member Bailey to amend the main motion to allow shipping containers in residential and commercial office zones with the restriction of the shipping containers not being longer than twenty feet. Amended motion passed with Council Member(s) Borders, Hancock, Bailey, Schatza, Mayor Gard voting aye and Council Member Larson voting nay. Main motion passed unanimously.

Quarterly Fiscal Health Report – Finance Director Mia Harris presented a report to the Council reflecting the City’s fiscal health for the 2nd quarter of the fiscal year. Mrs. Harris reported on the revenues versus expenditures in the general fund and enterprise funds. Also reviewed were the airport funds. No action was taken.

Contract Agreement: Airport Crack Seal Project – Public Works Director Kyle Butterfield reported on the upcoming airport crack seal project. Mr. Butterfield stated that WYDOT sponsors a statewide crack seal project and every four years includes the Riverton Regional Airport. The City of Riverton is responsible for 20% of the construction costs. Council member Larson moved, seconded by Council Member Bailey to approve the contract between the Wyoming Department of Transportation and the City of Riverton. Motion passed unanimously.

Council Committee Reports & Council Members’ Roundtable – Council Member Larson commented on the new lights on North Federal Blvd; Council Member Schatza commented on the PAWS Meeting, the Parks Committee, and the Chamber of Commerce Meeting; Council Member Bailey commented on the FORCC Committee Meeting and the inauguration of the Governor; Council Member Hancock commented on the FCSD #25 Recreation Board Meeting; and Council Member Borders commented on the Solutions Committee Meeting.

City Administrator’s Report – City Administrator Tony Tolstedt reminded the Council of the upcoming WAM Winter Conference and stated that WAM requires a voting delegate. Council Member Bailey moved, seconded by Council Member Larson to select Council Member Tim Hancock as the voting delegate and Mayor Gard as the alternate. Motion passed unanimously. Mr. Tolstedt also reported on upcoming meetings as well as thanking all staff for their diligent work throughout the year being able to provide the Council with a clean audit report.

Public Works Director Kyle Butterfield briefly discussed amending the ASEP Grant amount request to the Aeronautics Division.

Mayor’s Comments – Mayor Richard P. Gard stated his open office hours will be every Monday from 5:00 pm – 6:30 pm at City Hall. Mayor Gard also commented on the committee meetings he attended and that he was able to visit the crime scene from an incident on January 10, 2019.

Executive Session – Council Member Larson moved, seconded by Council Member Bailey to convene into executive session at 9:00 pm for the purpose of real estate. Motion passed unanimously. Mayor Gard invited City Administrator Tony Tolstedt, City Clerk Kristin Watson, and Community Development Director Eric P. Carr to attend the executive session. Council Member Hancock moved, seconded by Council Member Larson to reconvene into regular session at 9:33 pm. Motion passed unanimously.

Adjourn – There being no further business to come before the Council, Council Member Hancock moved, seconded by Council Member Schatza to adjourn the Regular Council meeting at 9:34 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

Richard P. Gard
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

Publication Date: *February 8, 2019*