

**RIVERTON CITY COUNCIL**  
**Minutes of the**  
**Regular Council Meeting**  
**Held January 2, 2018**  
**7:00 PM**

The regular meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor John L. Baker at 7:02 p.m. City Council Members present were Lance Goede, Mike Bailey, Kyle Larson, Sean Peterson, and Holly Jibben. Council Member Peterson led the pledge of allegiance and Council Member Larson conducted the invocation.

Roll call was conducted. Council Member Goede moved, seconded by Council Member Peterson to excuse Council Member Tim Hancock from tonight's meeting. Motion passed unanimously. Mayor Baker 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, Interim Community Development Director Dave Paskett, Chief of Police Eric Murphy, and Finance Director Mia Harris.

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

**Communication from the Floor/Response to Citizen's Comments** – None.

**Consent Agenda** – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – December 19, 2017 Regular Council Meeting; Approval of the Minutes – January 2, 2018 Finance Committee Meeting; and Approval of the Finance Committee Recommendations – January 2, 2018: claims to be paid in the amount of \$247,075.32, manual checks in the amount of \$100,707.38 and payroll / liabilities for 12/21/17 through 12/29/17 in the amount of \$466,451.16 for a total of \$814,233.86. Council Member Goede moved, seconded by Council Member Peterson to approve the consent agenda as presented. Motion passed unanimously.

**Audit Report** – Dennis Tschacher and Abbey Hagerman from Anton Collins Mitchell LLP provided a brief summary, telephonically, of the Fiscal Year 2017 Annual Audit Report noting that it was a very clean audit report. Mrs. Haggerman also commended city staff for accommodating the auditors with efficiency and professionalism. Council Member Peterson moved, seconded by Council Member Larson to accept the 2017 Annual Audit Report as presented. Motion passed unanimously.

**Public Hearing and Consideration of Liquor License Transfer of Ownership: From Tristar Investments, Inc d/b/a Back Bar to Rustworks LLC d/b/a Rusty Truck** – City Clerk/Human Resource Director Kristin Watson reported on retail liquor license transfer of ownership from Tristar Investments, Inc d/b/a Back Bar to Rustworks LLC d/b/a Rusty Truck located at 400 N Federal Blvd. Council Member Larson moved, seconded by Council Member Bailey to open the public hearing. Motion passed unanimously. There being no one to speak, Council Member Larson moved, seconded by Council Member Peterson to close the public hearing. Motion passed unanimously. Council Member Bailey moved, seconded by Council Member Larson to approve the retail liquor license transfer of ownership from Tristar Investments, Inc d/b/a Back Bar to Rustworks LLC d/b/a Rusty Truck. Motion passed unanimously.

**Adoption of Ordinance No. 17-028, 3<sup>rd</sup> & Final Reading: Eastern Shoshone Planned Unit Development Zoning** – City Clerk/Human Resource Director Kristin Watson read Ordinance No. 17-028 by title only. This ordinance addresses the planned unit development designating the zoning for 'Eastern Shoshone Business Park' at 2675 N Federal Blvd. Council Member Bailey moved, seconded by Council Member Jibben to adopt Ordinance No. 17-028 on 3<sup>rd</sup> and final reading. Roll call vote was conducted with Council Member(s) Goede, Bailey, Larson, Peterson, Jibben and Mayor Baker voting aye. Motion passed unanimously.

**Adoption of Ordinance No. 17-029, 3<sup>rd</sup> & Final Reading: Vacating Alley Adjacent to 1001 West Main Street** – City Clerk/Human Resource Director Kristin Watson read Ordinance No. 17-029 by title only. This ordinance addresses the vacation of a ten (10) foot alley located adjacent to 1001 West Main Street by petitioner Wyoming Medical Properties, LLC. Council Member Peterson moved, seconded by Council Member Goede to adopt Ordinance no. 17-029 on 3<sup>rd</sup> & final reading. Roll call vote was conducted with Council Member(s) Goede, Bailey, Larson, Peterson, Jibben and Mayor Baker voting aye. Motion passed unanimously.

**Air Service Enhancement Program (ASEP) Grant Application** – Public Works Director Kyle Butterfield reported on a grant application to be submitted to the Wyoming Aeronautics Commission to secure commercial air services for fiscal year 2019. Also present were Fremont Air Service Taskforce (FAST) members Missy White, Ernie Over, Kevin Kershisnik, and Mick Pryor. Missy White gave a brief presentation on the historical air service data, as well as projections for the coming years. Fremont Air Service Taskforce (FAST) has been reviewing two proposals for commercial air service from SkyWest and Denver Air Connection. It is the consensus of the FAST Committee to use the Denver Air Connection proposal for the submittal of the ASEP grant application. Council Member Bailey moved, seconded by Council Member Goede to approve the ASEP grant application and give staff signatory authority for the grant application. Motion passed unanimously.

**Council President and Vice President Leadership Ballots** – City Administrator Tony Tolstedt and Chief of Police Eric Murphy administered the secret ballot vote for the President and Vice President of the Council. After the ballots for President were collected and tallied, Mr. Tolstedt announced Council Member Mike Bailey will be serving as the President of the

Council. After the ballots were collected and tallied for Vice President, Mr. Tolstedt announced Council Member Kyle Larson will be serving as the Vice President of the Council.

**Resolution No. 1361: Designation of Official Depositories** – City Clerk/Human Resource Director Kristin Watson presented the Council with Resolution No. 1361, which designates Bank of the West, Central Bank & Trust, US Bank, First Interstate Bank, Wells Fargo Bank and Wyoming Community Bank as Official Depositories for the City of Riverton. Council Member Bailey moved, seconded by Council Member Peterson for the approval of Resolution No. 1361. Motion passed unanimously.

**Resolution No. 1362: Designation of Legal Newspaper** – City Clerk/Human Resource Director Kristin Watson presented the Council with Resolution No. 1362 which designates The Riverton Ranger as the Official Means of Publication. Council Member Larson moved, seconded by Council Member Peterson to approve Resolution No. 1362. Motion passed unanimously.

**Appointment for Appointed Officials: Municipal Judge, Alternate Judge and City Attorney** – City Administrator Tony Tolstedt recommended the Mayor's appointments of: Judge Teresa M. McKee as Municipal Judge, Aaron Vincent as Alternate Judge, and Rick Sollars as City Attorney. Council Member Peterson moved, seconded by Council Member Bailey to approve the Mayor's appointments of Municipal Court Judge Teresa M. McKee, Alternate Judge Aaron Vincent and City Attorney Rick Sollars. Motion passed unanimously.

**City Council Committee Appointments** – City Administrator Tony Tolstedt reported the Mayor has identified sixteen (16) committees that he would like Council to serve on as liaisons. Mr. Tolstedt presented to Council which board Mayor Baker has appointed them to serve on and each member would serve on 1-3 committees. Council Member Peterson moved, seconded by Council Member Goede to accept the committee assignments as presented. Motion passed unanimously.

**Council Committee Reports & Council Members' Roundtable** – Council Member Peterson commented on the Fremont County School District #25 Recreation Board Meeting he attended and Council Member Bailey thanked the FAST Committee for their diligent work.

**City Administrator's Report** – City Administrator Tony Tolstedt informed the Council that the City has advertised for the Community Development Director open position; commented on the PUD document and the strategic plan from IDEA Inc; reminded Council of the WAM Winter meeting to be held on February 21<sup>st</sup> – 23<sup>rd</sup>; and reported that he received the following signed financial disclosure statements in conjunction with his own signed statement: John L. Baker, Mike Bailey, Kyle Larson, Tim Hancock, Lance Goede, Sean Peterson, Holly Jibben, City Clerk/Human Director Kristin Watson and Finance Director Mia Harris.

**Mayor's Comments** – Mayor Baker expressed his gratitude for a nice, clean audit.

**Executive Session for Personnel** – Council Member Peterson moved, seconded by Council Member Goede to convene into Executive Session at 8:03 pm for the purpose of personnel. Motion passed unanimously. Mayor Baker invited City Administrator Tony Tolstedt and City Clerk/Human Resource Director Kristin Watson to attend the Executive Session. Council Member Peterson moved, seconded by Council Member Larson to reconvene into regular session at 8:32 pm. Motion passed unanimously.

**Adjourn** – Council Member Peterson moved, seconded by Council Member Larson to adjourn the Regular Council meeting at 8:33 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

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John L. Baker  
Mayor

ATTEST:

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Kristin S. Watson  
City Clerk/Human Resource Director

Publication Date: *January 23, 2018*