

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held November 21, 2017
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 7:00 p.m. City Council Members present were Lance Goede, Tim Hancock, Mike Bailey, Sean Peterson, and Holly Jibben. Council Member Hancock led the pledge of allegiance and Council Member Peterson conducted the invocation.

Roll call was conducted. Mayor Baker declared a quorum of the Council. Council Member Peterson moved, seconded by Council Member Goede to excuse Council Member Kyle Larson from tonight's meeting. Motion passed unanimously.

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, Finance Director Mia Harris and Administrative Assistant/Deputy City Clerk Megan Sims.

Approval of the Agenda – Council Member Goede 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 – November 7, 2017 Regular Council Meeting; Approval of the Minutes – November 14, 2017 Special/Work Session; Approval of the Minutes – November 21, 2017 Finance Committee Meeting; and Approval of the Finance Committee Recommendations – November 21, 2017: Claims to be paid in the amount of \$864,197.11, Elan Credit Card in the amount of \$5,092.95, manual checks in the amount of \$2,220.32 and payroll / liabilities for 11/10/17 in the amount of \$217,438.76 for a total of \$1,083,856.19. Council Member Peterson moved, seconded by Council Member Goede to approve the consent agenda as presented. Motion passed unanimously with Council Member Bailey abstaining from the WEX bill on the claims approval list.

Mayor's Proclamation: Small Business Saturday – Mayor John L. Baker read the Small Business Saturday Proclamation celebrating November 25, 2017 as Small Business Saturday and encouraged the community to shop locally.

Public Hearing and Consideration of a Retail liquor License Transfer of Ownership & Transfer of Location: From Safeway Stores 46, Inc to 307 Liquors, Inc – City Clerk/Human Resource Director Kristin Watson reported on liquor license applications for Transfer of Ownership and Transfer of Location for Safeway Stores 46, Inc to 307 Liquors, Inc. Council Member Bailey moved, seconded by Council Member Goede to open the public hearing for the consideration of Transfer of Ownership and Transfer of Location. Motion passed unanimously. There being no one to address the council, Council Member Peterson moved, seconded by Council Member Jibben to close the public hearing. Motion passed unanimously. Council Member Bailey moved, seconded by Council Member Jibben to approve the liquor license Transfer of Ownership and Transfer of Location for Safeway Stores 46, Inc to 307 Liquors, Inc. Motion passed unanimously.

Off Street Parking Variance – Petitioner: EMS Properties, 103 South 6th St. East – Interim Community Development Director Dave Paskett reported of a parking variance request at 103 South 6th St East. This location currently has ten (10) parallel parking spaces. The variance request is to allow diagonal parking and increase parking space by eleven (11) to have approximately twenty-one (21) parking spaces available. Petitioner Eric Smartt with EMS Properties approached the Council regarding this request. Council Member Bailey moved, seconded by Council Member Peterson to approve the variance requesting parking changes on 103 South 6th St East from parallel parking to diagonal parking. Motion passed unanimously.

Off Street Parking Variance – Petitioner: Iron Works Gym, 515 West Main St – Interim Community Development Director Dave Paskett reported of a parking variance request at 515 West Main St. This location previously was granted a parking variance at the regular council meeting held on June 21, 2005 for thirty (30) parking spaces. Petitioner Kami Jordan with Iron Works Gym is requesting the parking variance remain at thirty (30) parking spaces available. Mrs. Jordan is seeking to build a 4,390 sq ft addition. Members from the community approached the Council regarding the parking variance. Council Member Bailey moved, seconded by Council Member Hancock to approve the parking variance for Iron Works Gym at 515 West Main St. Council Member Bailey moved, seconded by Council Member Hancock to amend main motion to also state this variance will be tied only to the use of the building as it remains today as a workout facility. Amended motion passed unanimously. Main motion also passed unanimously.

Adoption of Ordinance No. 17-027, 3rd & Final Reading: Rezone, Petitioner – Habitat for Humanity – City Clerk/Human Resource Director Kristin Watson read Ordinance No. 17-027 by title only. This ordinance addresses the rezone of lots 1A, 2A, 3A, and 4A, block 2, replat of Block 2, 4, and 5, College Hill Development from PUD (Planned Unit

Development to Residential R-2 of the Riverton Municipal Code. This property is located west of Eagle Drive and north of Dickinson Avenue. Council Member Peterson moved, seconded by Council Member Hancock to adopt Ordinance No. 17-027 on 3rd & Final Reading. Roll call vote was conducted with Council Member(s) Goede, Hancock, Bailey, Peterson, Jibben, and Mayor Baker voting aye. Motion passed unanimously.

Approval of Snow Removal Policy – Public Works Director Kyle Butterfield presented the snow and ice control policy. Council Member Goede moved, seconded by Council Member Hancock to approve the snow removal policy as presented. Motion passed unanimously. Council Member Hancock moved, seconded by Council Member Peterson to approve the purchase of a used dump truck with a plow attachment from Campbell County. Motion passed unanimously.

Council Committee Reports & Council Members' Roundtable – Council Member Jibben reminded the Council of the WAM Region 4 Meeting in Casper on December 6, 2017; Council Member Peterson thanked Public Works Director Kyle Butterfield for his effort on the snow removal policy; Council Member Bailey commented on the WY Aeronautics Meeting he attended in Cheyenne; Council Member Hancock expressed his appreciation for newly hired City Administrator Tony Tolstedt; and Council Member Goede commented on the CWC Ag Focus Group, the Moccasin Lake Challenge 5K Run, and the Recreation Building meeting he attended.

City Administrator's Report – City Administrator Tony Tolstedt informed the Council of future items to be discussed at the Work Session meeting on December 12, 2017: five (5) year capital plan and dashboard metrics.

Mayor's Comments – None.

Adjourn – Council Member Hancock moved, seconded by Council Member Peterson to adjourn the Regular Council meeting at 8:29 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

John L. Baker
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

Publication Date: *December 8, 2017*