

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held August 7, 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 7:00 p.m. City Council Members present were Lance Goede, Tim Hancock, Mike Bailey, Kyle Larson, and Sean Peterson (telephonically). Council Member Goede led the pledge of allegiance and Council Member Hancock conducted the invocation.

Roll call was conducted. 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, 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 Goede moved, seconded by Council Member Bailey to approve the agenda as presented. Motion passed unanimously.

Communication from the Floor/Response to Citizen's Comments – Debbie Anderson from 924 E Fremont St approached the Council regarding her concerns with the problems in City Park.

Consent Agenda – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – July 17, 2018 Regular Council Meeting; Approval of the Minutes – August 7, 2018 Finance Committee Meeting; Approval of the Finance Committee Recommendations – August 7, 2018: claims to be paid in the amount of \$776,664.62, manual checks in the amount of \$69,321.48 and payroll / liabilities for 7/20/18 and 7/27/18 in the amount of \$468,075.03 for a total of \$1,314,061.13; and approval of the Riverton Municipal Court Report for the month of July 2018. Council Member Larson moved, seconded by Council Member Goede to approve the consent agenda as presented. Motion passed unanimously.

Public Hearing and Consideration of Fireworks Permit Application: Riverton High School – City Clerk/Human Resource Director Kristin Watson reported on a firework permit application that was submitted through the City Clerk's office. Council Member Bailey moved, seconded by Council Member Hancock to open the public hearing for consideration of the firework permit application. Motion passed unanimously. John Griffith from the Riverton High School was present for the public hearing and notified the Council of the event that resulted in the fireworks application request. There being no one to speak, Council Member Bailey moved, seconded by Council Member Hancock to close the public hearing. Motion passed unanimously. Council Member Goede moved, seconded by Council Member Bailey to approve the firework permit application for Riverton High School football games. Motion passed unanimously.

Public Hearing and Consideration of a Retail Liquor License Transfer from Cedar Bar, Inc to First Interstate Bank – City Clerk/Human Resource Director Kristin Watson reported on a retail liquor license transfer of ownership request from the Cedar Bar, Inc to First Interstate Bank. Mrs. Watson stated the retail liquor license will be non-operational for the time being. Council Member Bailey moved, seconded by Council Member Hancock to open the public hearing for consideration of the retail liquor license transfer of ownership to First Interstate Bank. Motion passed unanimously. There being on one to speak, Council Member Hancock moved, seconded by Council Member Goede to close the public hearing. Motion passed unanimously. Council Member Goede moved, seconded by Council Member Hancock to approve the retail liquor license transfer from Cedar Bar, Inc to First Interstate Bank. Motion passed unanimously.

Take from the Table Ordinance No. 18-008, 1st Reading: Off-Street Parking – Council Member Hancock moved, seconded by Council Member Bailey to take Ordinance No. 18-008 on 1st reading from the table. Motion passed unanimously. Council Member Hancock moved, seconded by Council Member Bailey to put Ordinance No. 18-008 on the table to be discussed at the work session meeting on August 14, 2018. Motion passed unanimously.

Consideration of City Equipment to be Auctioned – Public Works Director Kyle Butterfield reported of City staff liquidating City equipment that is no longer in use by selling it through govdeals.com. Council Member Larson moved, seconded by Council Member Hancock to approve the surplus equipment sale through govdeals.com. Motion passed unanimously.

Year End Fiscal Health Report – Finance Director Mia Harris presented to the Council a report reflecting the City's fiscal health from July 1, 2017 – June 30, 2018. Mrs. Harris reported on the revenues verses the expenditures in the general fund and the enterprise funds. Also reviewed was the airport fund. No action was taken.

Air Service MOU – Public Works Director Kyle Butterfield presented a Memorandum of Understanding (MOU) between the City of Riverton, the City of Lander, and Fremont County. This MOU is an agreement for each entity to contribute monies towards the community Minimum Revenue Guarantee (MRG) for continued air service with Key

Lime Air. Council Member Bailey moved, seconded by Council Member Larson to approve the MOU between Riverton, Lander and Fremont County. Motion passed unanimously.

Consideration of NEOGOV Software Contract – City Administrator Tony Tolstedt presented a contract for NEOGov which is a human resource software. Mr. Tolstedt stated this software addresses all levels of human resource management including recruiting, onboarding, training, and evaluations. Council Member Goede moved, seconded by Council Member Bailey to approve the contract with NEOGOV. Motion passed unanimously.

Interviews for Vacant Council Seat – Ward II – Mayor Baker announced the candidates for the vacant seat in Ward II: Karla Borders, David Jost, and Rebecca Schatza. Candidates were asked to respond to questions posed by the Council.

Executive Session - Personnel - After each candidate responded to the questions posed to them, Council Member Bailey moved, seconded by Council Member Larson to convene into an executive session at 8:12 p.m. for personnel. Mayor Baker invited City Administrator Tony Tolstedt to attend the executive session. Council Member Larson moved, seconded by Council Member Bailey to reconvene into the regular meeting at 8:25 p.m. Motion passed unanimously.

Announcement of Ward II Appointment – Administration of Oath of Office - Mayor Baker announced the Council will conduct a secret ballot vote for the candidate of their choice with the Chief of Police and City Administrator counting the ballots. Mayor Baker announced the new Ward II Council Member is Rebecca Schatza. Mayor Baker conducted the oath of office for Council Member Schatza.

Council Committee Reports & Council Members' Roundtable – Council Member Goede commented on the Solutions Committee meeting he attended; Council Member Hancock reminded everyone to vote on August 21st; Council Member Bailey commented on all the community activities going on in the past month; Council Member Larson commented on Fremont St construction; Council Member Peterson commented on the Fremont County School District 25 Recreation Board Meeting and Parks Committee meeting he attended as well as thanked Mia Harris and Kristin Watson for their diligent work on the budget; and Council Member Schatza commented on the Solutions Committee and Parks Committee meeting she attended. The Council welcomed newly appointed Council Member Rebecca Schatza.

City Administrator's Report – City Administrator Tony Tolstedt commented on the funding for air service; informed the Council that the annual report is available for viewing on the City of Riverton website and informed of future meetings: FORCC on August 13th, Airport Board on August 17th. Mr. Tolstedt also reported of an air fare sale going on through August 16, 2018.

Mayor's Comments – Mayor Baker appointed Council Member Schatza to the Finance Committee. Council Member Goede moved, seconded by Council Member Hancock to appoint Council Member Schatza to the Finance Committee. Motion passed unanimously.

Adjourn – There being no further business to come before the Council, Council Member Larson moved, seconded by Council Member Hancock to adjourn the Regular Council meeting at 8:57 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

John L. Baker
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

Publication Date: *August 28, 2018*