

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held February 6, 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, Kyle Larson, Sean Peterson and Holly Jibben (telephonically). Council Member Goede led the pledge of allegiance and Mayor Baker conducted the invocation.

Roll call was conducted. Council Member Larson moved, seconded by Council Member Peterson to excuse Council Member(s) Mike Bailey 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, City Attorney Rick Sollar and Administrative Assistant/Deputy City Clerk Megan Sims.

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

Communication from the Floor/Response to Citizen's Comments – Central Wyoming College (CWC) President Brad Tyndall gave a brief overview of CWC's desire to expand their campus with an Ag/Equine Building. Mr. Tyndall thanked the Council for their letter of support that will be used in an effort to acquire grant funding for the proposed expansion.

Consent Agenda – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – January 16, 2018 Regular Council Meeting; Approval of the Minutes – February 6, 2018 Finance Committee Meeting; and Approval of the Finance Committee Recommendations – February 6, 2018: claims to be paid in the amount of \$135,331.21, manual checks in the amount of \$104,546.69 and payroll / liabilities for 1/22/18 in the amount of \$453,601.30 for a total of \$693,479.20; Approval of the Riverton Municipal Court Report for the month of January 2018; Approval of an Open Container Permit: Chariot Races @ Fremont County Racing Association Track, February 17-18, 2018 from 12:00 pm – 8:00 pm; and Adoption of Ordinance No. 18-001, 2nd Reading: Wind River Internet Franchise Agreement. Council Member Goede moved, seconded by Council Member Peterson to approve the consent agenda as presented. Motion passed unanimously.

Introduction & Oath of Office: RPD Officer Joseph Zimmerman – Chief of Police Eric Murphy introduced newly hired Patrol Officer Joseph Zimmerman to the Council. Mayor Baker conducted the Oath of Office for Officer Zimmerman.

Planning Commission Appointment – Interim Community Development Director Dave Paskett reported on a letter of interest that was received from a citizen who is interested in serving on the Planning Commission. Mayor Baker recommends appointment of Michelle Barta to the Planning Commission. Council Member Goede moved, seconded by Council Member Larson to approve the appointment of Michelle Barta to the Planning Commission to serve a four (4) year term. Motion passed unanimously.

Contract for Services Quarterly Report: Injury Prevention Resources, Riverton Chamber of Commerce, 'R' Recreation, Volunteers of America – Center of Hope – Noel Cooper with Injury Prevention Resources, Jim Davis with Riverton Chamber of Commerce, Mary Axthelm with 'R' Recreation, and Shelley Mbonu with Volunteers of America – Center of Hope updated the Council on their 2nd quarter of the fiscal year, respectively.

Riverton Wyoming Splash Pad Group Contract – Public Works Director Kyle Butterfield informed the Council that the Riverton Wyoming Splash Pad Group requested statements of qualifications for a design-build consulting firm. Mr. Butterfield reported of six (6) responses received from qualified firms. A selection committee was appointed to review the statement of qualifications and recommended Sletten Construction of Wyoming as the consulting firm. Council Member Goede moved, seconded by Council Member Peterson to approve the design-build contract with Sletten Construction of Wyoming. Motion passed unanimously.

HDR Contract Amendment – Public Works Director Kyle Butterfield presented amendment no. 6 to the design service contract to replace water and sewer mains in conjunction with the North Federal Blvd project between Washington Ave and Sunset Ave. This amendment addresses the need for construction survey services and allows for optional on-call engineering consultation. Council Member Peterson moved, seconded by Council Member Larson to approve amendment no. 6 with HDR Engineering, Inc. Motion passed unanimously.

Resolution No. 1364: Air Service Support – Public Works Director Kyle Butterfield presented Resolution No. 1364 supporting commercial air service in Fremont County which is method to communicate the importance of commercial air service to WYDOT, ENDOW, and the Wyoming Legislature. Council Member Goede moved, seconded by Council Member Peterson to approve Resolution No. 1364. After further discussion, Council Member Hancock moved, seconded by Council Member Goede to amend main motion to add additional verbiage in the resolution: *including local representation from each airport to be involved* at staff's discretion. Amended motion passed unanimously. Main motion also passed unanimously.

Office of Tourism Grant Application – Public Works Director Kyle Butterfield approached the Council for the approval of the submittal of a grant application to the Wyoming Office of Tourism from the Technical Assistance Co-op Program for funds to increase marketing efforts towards tourism in Riverton. Council Member Goede moved, seconded by Council Member Larson to approve the submittal of the Wyoming Office of Tourism grant application. Motion passed unanimously.

Resolution No. 1365: Emergency Management Plan – Chief of Police Eric Murphy presented Resolution No. 1365 which addresses one unified emergency operations plan with countywide local and tribal governments. Council Member Larson moved, seconded by Council Member Hancock to approve Resolution No. 1365. Motion passed unanimously.

2018 City Council Meeting Calendar – City Administrator Tony Tolstedt presented the 2018 City Council meeting calendar. This calendar outlines the finance committee meetings, regular business meetings, and the work session meetings to be held in 2018. Council Member Hancock moved, seconded by Council Member Larson to adopt the 2018 City Council Meeting Calendar as presented. Motion passed unanimously.

Special Improvement District Discussion – City Administrator Tony Tolstedt presented information to the Council on what a Special Improvement District (SID) entails and the processes that are included in approving an SID. Discussion was entertained regarding the process, use and establishment of an SID in general, and also more specifically with the expectation that an SID will be utilized with the development of the Eastern Shoshone Business Park property. No action was taken.

Council Committee Reports & Council Members' Roundtable – Council Member Goede informed the Council of the next Recreation Center meeting to be held on February 19, 2018 at 6:30 pm at City Hall.

City Administrator's Report – City Administrator Tony Tolstedt reported on the FORCC meeting on February 12, 2018, the North Federal Blvd meeting on February 21, 2018, the Goal Setting Session on February 13, 2018, the status of the policy revision, the PUD Timeline, and additional future municipal code revisions.

Mayor's Comments – Mayor Baker offered his condolences to the Mike Bailey family.

Adjourn – Council Member Larson moved, seconded by Council Member Goede to adjourn the Regular Council meeting at 8:37 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

John L. Baker
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

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