

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held June 5, 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, Sean Peterson (telephonically), and Holly Jibben. Council Member Goede led the pledge of allegiance and Council Member Hancock conducted the invocation.

Roll call was conducted. Council Member Goede moved, seconded by Council Member Bailey to excuse Council Member(s) Kyle Larson 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, Community Development Director Eric P. Carr, 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 Bailey 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 – May 15, 2018 Regular Council Meeting; Approval of the Minutes – May 15, 2018 Executive Session Minutes; Approval of the Minutes – June 5, 2018 Finance Committee Meeting; Approval of the Finance Committee Recommendations – June 5, 2018: claims to be paid in the amount of \$622,186.17, manual checks in the amount of \$332,891.06 and payroll / liabilities for 5/25/18 in the amount of \$482,720.32 for a total of \$1,437,797.55; Approval of County Subdivision Plat: Bar Three Subdivision, Petitioners Gerald & Iva Korell; Approval of Open Container Permit Application: **Wayne Gaudern**, Class Reunion, June 23, 2018 @ Sunset Park, 10:00 am – 4:00 pm. Council Member Bailey moved, seconded by Council Member Hancock to approve the consent agenda as presented. Motion passed unanimously.

Planning Commission Appointments: Robert Scheidemantel, Kyle Lehto, and Julie Watts – Community Development Director Eric P. Carr reported on three (3) letters of interest that were received from citizens who are interested in serving on the Planning Commission. Mayor Baker recommended the appointment of Robert Scheidemantel to serve on the Planning Commission and Kyle Lehto and Julie Watts to serve as alternates on the Planning Commission. Council Member Goede moved, seconded by Council Member Bailey to approve the appointments of Robert Scheidemantel, Kyle Lehto, and Julie Watts to serve a four (4) year term. Motion passed unanimously.

Presentation by Alan Daugherty, CEO of Sage West – CEO Alan Daugherty of Sage West Hospital approached the Council for a presentation on the operations of Sage West Hospital. Mr. Daugherty presented the following information: Who We Are – brief introduction of Board of Trustees, Chief Operating Staff, and Executive Medical Staff; Who We Serve; How We Operate; and What is Next for Sage West Hospital. Mr. Daugherty informed the Council of Sage West's community support and local involvement within Riverton. No action was taken.

Consideration of Shafer Aviation, LLC Lease Agreement - Public Works Director Kyle Butterfield reported of a request received from Shafer Aviation, LLC to lease ground space at the Riverton Regional Airport (RIW). The ground space to be leased is 10,000 square feet. Shafer Aviation, LLC also included a chemical spill plan. Council Member Bailey moved, seconded by Council Member Jibben to approve the lease agreement between the City of Riverton and Shafer Aviation, LLC. Motion passed unanimously.

Public Hearing and Consideration of Ordinance No. 18-007, 1st Reading: Rezone 3402 W Main St – Council Member Bailey stepped down from the dais and abstained from discussion and voting regarding the rezone of 3402 W Main St. Community Development Director Eric P. Carr presented Ordinance No. 18-007 which addresses the rezone of 3402 W Main St from Residential R-2A to Commercial Highway C-H. City Clerk/Human Resource Director Kristin Watson read Ordinance No. 18-007 by title only. Council Member Hancock moved, seconded by Council Member Goede to open the public hearing for the consideration of Ordinance No. 18-007. Motion passed unanimously. George Piplica with Home Source Realty and Drew Bott with Bott Monument approached the Council expressing their support of Ordinance No. 18-007. Council Member Hancock moved, seconded by Council Member Jibben to close the public hearing. Motion passed unanimously. Council Member Goede moved, seconded by Council Member Jibben to adopt Ordinance No. 18-007 on first reading. Motion passed unanimously.

Public Hearing and Consideration of Ordinance No. 18-002, 1st Reading: Updating City Engineer References throughout the Riverton Municipal Code – City Administrator Tony Tolstedt presented Ordinance No. 18-002

which addresses the title ‘City Engineer’ and provides clarity by changing it to either Community Development Director or Public Works Director throughout the Riverton Municipal Code. City Clerk/Human Resource Director Kristin Watson read Ordinance No. 18-002 by title only. Council Member Hancock moved, seconded by Council Member Bailey to open the public hearing for the consideration of Ordinance No. 18-002. Motion passed unanimously. There being no one to speak, Council Member Hancock moved, seconded by Council Member Goede to close the public hearing. Motion passed unanimously. Council Member Bailey moved, seconded by Council Member Jibben to adopt Ordinance No. 18-002 on first reading. Motion passed unanimously.

Personnel Policy Revisions – City Administrator Tony Tolstedt presented the revised personnel policy manual. Proposed changes include the housekeeping of items related to titles, current practices and clarification that are needed to provide clarity and transparency. Other changes presented consist of changing leave benefit accruals to a fiscal year versus a calendar year, the change of merit increases to be awarded fiscally versus anniversary dates, and the adjustment of travel reimbursement. Council Member Goede moved, seconded by Council Member Hancock to approve the personnel policy manual as presented. Council Member Goede moved, seconded by Council Member Hancock to amend the main motion to include the verbiage of e-cigarettes and vaping in section 4.21, Smoking Policy. Amended motion passed unanimously. Council Member Hancock moved, seconded by Council Member Jibben to amend verbiage in section 4.14 to define that an employee is not allowed to serve as mayor or council member “of the City of Riverton”. Amended motion passed unanimously. Main motion as amended passed unanimously.

Public Hearing and Consideration of Resolution No. 1376: FY 17-18 Budget Amendment – Finance Director Mia Harris presented Resolution No. 1376 on the proposed budget amendment for Fiscal Year 2017-2018. Council Member Jibben moved, seconded by Council Member Bailey to open the public hearing for the consideration of Resolution No. 1376. Motion passed unanimously. There being no one to address the Council, Council Member Bailey moved, seconded by Council Member Jibben to close the public hearing. Motion passed unanimously. Council Member Goede moved, seconded by Council Member Bailey to approve Resolution No. 1376. Motion passed unanimously.

Council Committee Reports & Council Members’ Roundtable – Council Member Hancock and Goede commented on the Solutions Committee meeting they attended.

City Administrator’s Report – City Administrator Tony Tolstedt informed the Council of the upcoming events/meetings: WAM Convention; FORCC meeting; Airport Board meeting; and the State Lands Investment Board meeting. Mr. Tolstedt commented on the City of Riverton’s Facebook page and reminded citizens that mosquito fogging is scheduled to begin on June 11th. Council Member Bailey moved, seconded by Council Member Hancock to reschedule the July 3, 2018 meeting to July 10, 2018. Motion passed unanimously.

Mayor’s Comments – Mayor Baker suggested appointing alternates to the Finance Committee. Council Member Hancock moved, seconded by Council Member Jibben to appoint Council Member(s) Bailey, Larson, and Peterson as alternates to the Finance Committee. Motion passed unanimously. Mayor Baker also commented on the Joint Revenue Committee Meetings.

Adjourn – There being no further business to come before the Council, Council Member Bailey moved, seconded by Council Member Jibben to adjourn the Regular Council meeting at 8:36 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

John L. Baker
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

Publication Date: *June 29, 2018*