

RIVERTON CITY COUNCIL

**Minutes of the
Regular Council Meeting
Held May 7, 2019
7:00 PM**

The regular meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Richard P. Gard at 7:00 p.m. City Council Members present were Karla Borders, Tim Hancock, Kyle Larson and Cory Rota. Council Member Larson led the pledge of allegiance and Council Member Rota conducted the invocation.

Roll call was conducted. Council Member Larson moved, seconded by Council Member Hancock to excuse Council Member(s) Mike Bailey and Rebecca Schatza from tonight's meeting. Motion passed unanimously. Mayor Gard 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, Police Captain Todd Byerly, Finance Director Mia Harris, Community Development Director Eric P. Carr, and Deputy City Clerk/Administrative Assistant Megan Sims.

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

Communication from the Floor/Response to Citizen's Comments – Bruce Kamminga thanked the Council for adopting new ordinances in relation to public intoxication and open containers. Mr. Kamminga stated the enforcement of the ordinances are working. Bruce Berg, resident of Gannett Drive, thanked the Council and the FORCC Committee for their efforts in temporarily repairing Gannett Dr. Daniel Berquist informed the Council of many job opportunities for the Riverton area which many are working remotely from your own home.

Consent Agenda – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – April 16, 2019 Regular Council Meeting; Approval of the Minutes – April 16, 2019 Executive Session; Approval of the Minutes – May 7, 2019 Finance Committee Meeting; Approval of the Finance Committee Recommendations – May 7, 2019 claims to be paid in the amount of \$176,509.46, manual check in the amount of \$62,661.60 and payroll / liabilities for 4/11/2019 and 4/26/19 in the amount of \$632,380.28 for a total of \$871,551.34; Approval of the Municipal Court Report for the month of April 2019; Open Container Permit Application: **Riverton Chamber of Commerce**, Alive @ 5, May 24, 2019, City Park, 4:00 pm – 9:00 pm; Open Container Permit Application: **Riverton Lions Club**, Picnic, June 3, 2019, Sunset Park, 5:00 pm – 9:00 pm; Open Container Permit Application: **PAWS for Life Animal League**, Crawfish Boil Fundraiser, June 22, 2019, Sunset Park, 3:00 pm – 6:00 pm; and Wind River Visitor's Council Board Appointment: Ryan Preston. Council Member Rota moved, seconded by Council Member Borders to approve the consent agenda as presented. Council Member Hancock moved, seconded by Council Member Borders amended the main motion to remove the Open Container Permit Application for the Riverton Chamber of Commerce to before item #9. Amended motion passed unanimously. Main motion also passed unanimously.

Open Container Permit Application: Riverton Chamber of Commerce, Alive @ 5, May 24, 2019, City Park, 4:00 pm – 9:00 pm – Council Member Borders moved, seconded by Council Member Rota to approve the open container permit application for the Riverton Chamber of Commerce, Alive @ 5 Event in the Riverton City Park on May 24, 2019 from 4:00 pm – 9:00 pm. Mayor Gard led the Council in discussion regarding the open container permit. The consensus of the Council is to limit the malt beverage sales to a fenced area with only 21 years of age or older able to access and the limit of two malt beverages per patron. After the discussion within the Council, motion passed unanimously.

Fuel Service Contract Award – Public Works Director Kyle Butterfield presented a fuel service contract to provide fuel services to the City's fleet of vehicles. Mr. Butterfield stated the City did advertise the Gasoline & Diesel Fuel Service RFP and received one bid from Bailey Enterprises, Incorporated. Council Member Larson moved, seconded by Council Member Borders to award Bailey Enterprises, Inc the gasoline and diesel fuel service contract. Motion passed unanimously.

3rd Quarter Fiscal Health Report – Finance Director Mia Harris presented a report to the Council reflecting the City's fiscal health for the 3rd quarter of the fiscal year. Mrs. Harris reported on the revenues verses expenditures in the general fund and enterprise funds. Also reviewed were the airport funds. No action was taken.

Bid Award: Airport Seal Coating & Marking – Public Works Director Kyle Butterfield reported of four bid proposals received for the Seal Coat and Marking Project at the Riverton Regional Airport. Council Member Rota moved, seconded by Council Member Borders to award the Airport Seal Coat & Marking Project to Straight Strip in the amount of \$436,407.25. Motion passed unanimously.

Senior Center Endowment Fund Presentation – Finance Director Mia Harris gave a brief history on the Senior Center Endowment Fund stating the citizens of Fremont County voted in support of a sales & use tax in 1994 for the

purpose of a Senior Citizen building. The funds are now to maintain the building. Mrs. Harris introduced the Executive Director Jane Nolde and the Senior Center Board President Frank Tanner to the Council. No action was taken.

Selection of Airport Engineering Consultant – Public Works Director Kyle Butterfield reported of three statement of qualifications received from Jviation, MC Schaff & Associates, Inc, and Sage Engineering to provide project management, design, and engineering services for a five year period at the Riverton Regional Airport. A committee was selected to review the qualifications. The selection committee recommends Jviation to fulfill the five-year engineering contract at the airport. Council Member Larson moved, seconded by Council Member Rota to approve the selection of Jviation Inc. as the engineering firm. Motion passed unanimously.

Public Hearing & Consideration of Ordinance No. 19-006, 1st Reading: Prohibiting the Feeding of Certain Animals – City Administrator Tony Tolstedt presented Ordinance No. 19-006 which address the supplemental feeding of certain animals, prohibiting it in City Limits. City Clerk/Human Resource Director Kristin Watson read Ordinance No. 19-006 by title only. Council Member Borders moved, seconded by Council Member Hancock to open the public hearing. Motion passed unanimously. Council Member Hancock moved, seconded by Council Member Rota to close the public hearing. Motion passed unanimously. Council Member Hancock moved, seconded by Council Member Borders to adopt Ordinance No. 19-006 on first reading. Council Member Hancock amended the main motion, seconded by Council Member Borders to remove ‘ducks’ from the list of animals that are prohibited to be fed. Amended motion passed unanimously. Main motion also passed unanimously.

Council Committee Reports & Council Members’ Roundtable – Council Member(s) Borders, Hancock, Rota and Larson commented on the Missing and Murdered Indigenous Women event, the Riverton Local Food Hub group, the FCSD #25 Recreation Board meeting, and the ground breaking of E. Shoshone Business Park meetings they attended. Council Member Borders also presented the City Council with a plaque from the Christian Motorcycle Association.

City Administrator’s Report – City Administrator Tony Tolstedt report on upcoming meetings, an agenda software that the City is trying and the mural at City Park for the splash pad. Mr. Tolstedt inquired on who will be attended the WAM Summer Conference and if anyone was interested in being a voting delegate. Council Member Hancock moved, seconded by Council Member Larson to appoint Mayor Gard as the voting delegate with City Administrator Tony Tolstedt as the alternate. Motion passed unanimously.

Mayor’s Comments – Mayor Richard P. Gard thanked the Riverton Police Department officers for all their efforts in helping Riverton. Mayor Gard also reminded the Council and community of the upcoming Shoplifting and Opioid meetings in Riverton and Lander.

Executive Session - Council Member Larson moved, seconded by Council Member Rota to convene into executive session at 9:06 pm for the purpose of personnel. Motion passed unanimously. Mayor Gard invited City Administrator Tony Tolstedt and City Clerk Kristin Watson to attend the executive session. Council Member Larson moved, seconded by Council Member Hancock to reconvene into regular session at 9:52 pm. Motion passed unanimously.

Adjourn – There being no further business to come before the Council, Council Member Hancock moved, seconded by Council Member Borders to adjourn the Regular Council meeting at 9:53 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

Richard P. Gard
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

Publication Date: *May 24, 2019*