

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held August 6, 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, Rebecca Schatza, and Cory Rota. Council Member Schatza led the pledge of allegiance and Council Member Hancock conducted the invocation.

Roll call was conducted. Mayor Gard declared a quorum of the Council. Council Member Schatza moved, seconded by Council Member Hancock to excuse Council Member(s) Mike Bailey and 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, Chief of Police Eric Murphy, 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 Schatza to approve the agenda as presented. Motion passed unanimously.

Communication from the Floor/Response to Citizen's Comments – Johnny H. Friday, Sr. approached the Council on behalf of the Northern Arapahoe Tribe and the Wind River Casino to present Mayor Gard with a belt buckle, expressing thanks to Council for their support of the Wind River Indian Rodeo.

Consent Agenda – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – August 6, 2019 Regular Council Meeting; Approval of the Minutes – August 6, 2019 Finance Committee Meeting; Approval of the Finance Committee Recommendations – August 6, 2019 claims to be paid in the amount of \$236,499.27, manual checks in the amount of \$35.42 and payroll / liabilities for 7/22/2019 in the amount of \$452,872.22 for a total of \$689,406.91 and approval of the Senior Center Endowment Board fund expending \$29,999 or less for repairs to a freezer cooler compressor; Approval of the Municipal Court Report for the month of July 2019; Approval of the Proposed 2019/2020 Wind River Visitors Council Budget Plan; and Open Container Permit Applications: Aaron's, Alive @ 5 in City Park, August 17, 2019, 6:00 pm – 9:00 pm; and Roasters Rendezvous, Farmers Market on Broadway between Washington Ave and Main St, September 7, 2019, 3:00 pm – 7:00 pm. Council Member Schatza moved, seconded by Council Member Borders to approve the consent agenda as presented. Motion passed unanimously.

FORCC Committee Appointment: Robert Scheidemantel – Public Works Director Kyle Butterfield reported of a letter of interest received from citizen Robert Scheidemantel to serve on the FORCC Committee Board. Council Member Schatza moved, seconded by Council Member Rota to appoint Robert Scheidemantel to the FORCC Committee. Motion passed unanimously.

Year-End 18-19 Fiscal Health Report – Finance Director Mia Harris presented to the Council a report reflecting the City's fiscal health from July 1, 2018 – June 30, 2019. Mrs. Harris reported on the revenues versus the expenditures in the general fund and the enterprise funds. Also reviewed was the airport fund. No action was taken.

Airport Café Lease Agreement – Public Works Director Kyle Butterfield presented a lease agreement for the lease of the vacant kitchen area from the Riverton Regional Airport by the Riverton Local Food Hub. The lease is for a one-year term which includes a \$1,000 deposit, lease fee of \$1,000 per month with the reduction of rent to \$500 for the first six months. Council Member Rota moved, seconded by Council Member Hancock to approve the lease agreement with the Riverton Local Food Hub for terminal lease space at the Riverton Regional Airport. Motion passed with Council Member Borders abstaining from the vote.

Public Hearing & Consideration of Ordinance No. 19-009, 1st Reading: Riverton Municipal Code (RMC) Chapter 6.08 Article 2 Revisions – Registration of Dogs – City Clerk/Human Resource Director Kristin Watson presented Ordinance No. 19-009 which provides clarity to Article II of Chapter 6.08. Mrs. Watson read Ordinance No. 19-009 by title only. Council Member Schatza moved, seconded by Council Member Hancock to open the public hearing. Motion passed unanimously. There being no one to speak, Council Member Hancock moved, seconded by Council Member Schatza to close the public hearing. Motion passed unanimously. Council Member Schatza moved, seconded by Council Member Rota to adopt Ordinance No. 19-009 on first reading. Motion passed unanimously.

Memorandum of Understanding (MOU) for Commercial Air Service Improvement Plan – Public Works Director Kyle Butterfield presented a Memorandum of Understanding (MOU) between the City of Riverton and the Wyoming Department of Transportation for commercial air service to be provided by SkyWest Airlines beginning on January 12, 2020. Council Member Borders moved, seconded by Council Member Schatza to approve the MOU between the City of Riverton and WYDOT for Commercial Air Service Improvement Program. Motion passed unanimously.

Memorandum of Understanding (MOU) for Air Service Funding – 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 at the Riverton Regional Airport. Council Member Hancock moved, seconded by Council Member Schatza to approve the MOU between the City of Riverton, Fremont County and the City of Lander to reestablish the minimum Revenue Guarantee (MRG) Subcommittee. Motion passed unanimously.

Ayres & Associates Contract Amendment – Community Development Director Eric P. Carr reported of an amendment to the original Riverton Comprehensive Master Plan contract with Ayres Associates, Inc. The amendment includes extending the contract to October 31, 2019 and a fee increase of \$4,290 for compensation due to potential modifications and attendance of additional meetings. Council Member Schatza moved, seconded by Council Member Borders to approve Amendment No. 1 to the Riverton Comprehensive Master Plan contract with Ayres Associates, Inc. After further discussion, Council Member Hancock moved, seconded by Council Member Borders to table the contract amendment until the August 13, 2019 Work Session Meeting. Amended motion passed unanimously.

Future Legislative Items Review & Discussion – City Administrator Tony Tolstedt presented a legislative priority listing and tier system developed internally by the resolutions that were received from the Wyoming Association of Municipalities (WAM) from various municipalities in the State of Wyoming. Council Member Borders moved, seconded by Council Member Rota to approve the preliminary legislative priority listing and tier system. Motion passed unanimously.

Council Committee Reports & Council Members' Roundtable – Council Member Hancock reported on the Senior Center Endowment Board Meeting, commented on the proposed master plan, and informed the Council of an upcoming meeting for an inpatient treatment facility he will be attending; Council Member Borders thanked Police Chief Eric Murphy for the visibility at the Fremont County Fair; Council Member Rota reported on the FCSD #25 Recreation Board Meeting, the Community Engagement Committee he attended and announced his acceptance into the Leadership Fremont County program; and Council Member Schatza commented the door to door solicitation section in the code, reported on the Riverton Chamber Board Meeting, PAWS Board Meeting, and the Community Engagement Committee Meeting she attended as well as reminded the Community of the upcoming Rendezvous Games.

City Administrator's Report – City Administrator Tony Tolstedt reminded the community of upcoming meetings – FORCC and Airport Board; commented on the Wind River Indian Rodeo which was held in June 2019; and reported on the status of the Chapter 56 Permit for the urban deer reduction program.

Mayor's Comments – Mayor Richard P. Gard commented on Riverton Economic Group Meeting and a WYDOT meeting which further discussed the No Left Turn on North Federal Boulevard he attended; reported on the FCAG Meeting; and thanked Eric Carr for his diligent efforts in the community as well as the Kickin' Trash Group and IDEA Inc for the assistance in the spraying of weeds. Mayor Gard also commented on the Complete Count Committee for the Census 2020.

Executive Session – Council Member Hancock moved, seconded by Council Member Schatza to convene into Executive Session for the purpose of litigation at 8:58 p.m. Motion passed unanimously. Mayor Gard invited in City Administrator Tony Tolstedt, City Clerk/Human Resource Director Kristin Watson, Public Works Director Kyle Butterfield, and City Attorney Rick Sollars. Council Member Hancock moved, seconded by Council Member Schatza to reconvene into regular session at 10:14 p.m. Motion passed unanimously.

Adjourn – There being no further business to come before the Council, Council Member Rota moved, seconded by Council Member Borders to adjourn the Regular Council meeting at 10:15 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

Richard P. Gard
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

Publication Date: *August 27, 2019*