

**RIVERTON CITY COUNCIL**  
**Minutes of the**  
**Regular Council Meeting**  
**Held January 7, 2020**  
**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, Mike Bailey, Rebecca Schatza, Kyle Larson and Cory Rota. Council Member Bailey led the pledge of allegiance and Mayor Gard conducted the invocation.

Roll call was conducted. 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, Chief of Police Eric Murphy, Finance Director Mia Harris, Community Development Director Eric P. Carr and Administrative Assistant/Deputy City Clerk Megan Sims.

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

**Communication from the Floor/Response to Citizen's Comments** – Ron Howard with the Riverton Peace Mission, invited the Council to attend the ‘Toward Community Harmony: Healing for Tomorrow’ event on Saturday, January 18, 2020 at the CWC Intertribal building.

**Consent Agenda** – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – December 17, 2019 Regular Council Meeting; Approval of the Minutes – January 7, 2020 Finance Committee Meeting; Approval of the Finance Committee Recommendations – January 7, 2020 claims to be paid in the amount of \$541,114.68 and manual check in the amount of \$1,697.91 payroll / liabilities for 12/20/19 in the amount of \$455,840.26 for a total of \$998,652.85 and Approval of the Riverton Municipal Court Report for the month of December 2019. Council Member Schatza moved, seconded by Council Member Bailey to approve the consent agenda as presented. Motion passed unanimously.

**Council Leadership Ballots – City Council President & Vice President** – City Administrator Tony Tolstedt and Chief of Police Eric Murphy administered the secret ballot vote for the President and Vice President of the Council. After the ballots for President were collected and tallied, Mr. Tolstedt announced Council Member Mike Bailey will be serving as the President of the Council. After the ballots were collected and tallied for Vice President, Mr. Tolstedt announced Council Member Rebecca Schatza will be serving as the Vice President of the Council.

**City Council Committee Appointments** – City Administrator Tony Tolstedt reported the Mayor has identified fourteen (14) committees that he would like Council to serve on as liaisons. Mr. Tolstedt presented to Council which board Mayor Gard has appointed them to serve on and each member would serve on 1-3 committees. Council Member Larson moved, seconded by Council Member Schatza to accept the committee assignments as presented. Motion passed unanimously.

**Appointment of Municipal Court Judge, Alternate Judge and City Attorney** – City Administrator Tony Tolstedt recommended the Mayor's appointments of: Judge Teresa M. McKee as Municipal Court Judge, Aaron Vincent as Alternate Judge, and Rick Sollars as City Attorney. Council Member Borders moved, seconded by Council Member Schatza to approve the Mayor's appointments of Municipal Court Judge Teresa M. McKee, Alternate Judge Aaron Vincent and City Attorney Rick Sollars. Motion passed unanimously.

**Resolution No. 1405: Designation of Official Depositories** – Finance Director Mia Harris presented the Council with Resolution No. 1405, which designates Central Bank & Trust, First Interstate Bank, US Bank, Wells Fargo Bank and Wyoming Community Bank as Official Depositories for the City of Riverton. Council Member Rota moved, seconded by Council Member Borders for the approval of Resolution No. 1405. Motion passed unanimously.

**Resolution No. 1406: Designation of Legal Newspaper** – City Clerk/Human Resource Director Kristin Watson presented the Council with Resolution No. 1406 which designates The Riverton Ranger as the Official Means of Publication. Council Member Bailey moved, seconded by Council Member Schatza to approve Resolution No. 1406. Motion passed unanimously.

**Public Hearing & Consideration of Retail Liquor License Transfer Application: Brigett & James Bunker** – City Clerk/Human Resource Director Kristin Watson reported of a retail liquor license application received for the transfer of ownership and location from Maverik, Inc. d/b/a Maverik Store #193 located at 601 S. Federal Blvd to Brigett & James Bunker d/b/a Bunk's BBQ located at 303 E Main St. The liquor license is currently in a non-operational status and will remain non-operational. Council Member Rota moved, seconded by Council Member Borders to open the public hearing. Motion passed unanimously. Brigett & James Bunker with Bunk's BBQ approached the Council in regards to the liquor license application. There being no one else to approach the Council, Council Member Hancock moved, seconded by Council Member Bailey to close the public hearing. Motion passed unanimously. Council

Member Schatza moved, seconded by Council Member Borders to approve the retail liquor license transfer of ownership and location from Maverik, Inc to Brigett & James Bunker d/b/a Bunk's BBQ. Motion passed unanimously.

**Consideration of Ordinance No. 19-016, 2<sup>nd</sup> Reading: Franchise Agreement High Plains Power** –City Clerk/Human Resource Director Kristin Watson read Ordinance No. 19-016 by title only. This ordinance addresses the amendment of the franchise agreement with High Plains Power. Council Member Bailey moved, seconded by Council Member Hancock to adopt Ordinance No. 19-016 on 2<sup>nd</sup> reading. Motion passed unanimously.

**Consideration of Ordinance Nos. 19-015, 2<sup>nd</sup> Reading: Riverton Municipal Code Chapter 13.04 – Billing Procedures for Public Services; 19-017, 2<sup>nd</sup> Reading: RMC Chapter 3.08 – Water Service System; 19-018, 2<sup>nd</sup> Reading: RMC Chapter 3.20 – Sewer Service System; 19-019, 2<sup>nd</sup> Reading: RMC Chapter 8.12 Garbage Collection & Disposal** – City Clerk/Human Resource Director Kristin Watson read Ordinance Nos 19-015, 19-017, 19-018, and 19-019 by title only. These ordinances will amend Title 13, Chapters 13.04, 13.08, and 13.20 as well as amending Title 8, Chapter 12.

Council Member Schatza moved, seconded by Council Member Rota to adopt Ordinance No. 19-015 on second reading. Motion passed unanimously.

Council Member Schatza moved, seconded by Council Member Hancock to adopt Ordinance No. 19-017 on second reading. Motion passed unanimously.

Council Member Larson moved, seconded by Council Member Schatza to adopt Ordinance No. 19-018 on second reading. Motion passed unanimously.

Council Member Hancock moved, seconded by Council Member Rota to adopt Ordinance No. 19-019 on second reading. Motion passed unanimously.

**Consideration of Real Estate Listing Contract Addendum** – City Administrator Tony Tolstedt presented an addendum to the real estate listing contract with Home Source Realty. The addendum is to extend the listing period to December 31, 2020. Council Member Bailey moved, seconded by Council Member Larson to approve the contract addendum extending the listing period to December 31, 2020. Motion passed unanimously.

**Consideration of Resolution Nos. 1407, 1408, and 1409: Airport Improvement Program (AIP) Grant Applications** – Public Works Director Kyle Butterfield presented Resolutions Nos 1407, 1408, and 1409 which supports the application of grants through the Airport Improvement Program (AIP). The grants being submitted are: AIP 3-56-0024-046, ARI006A, AIP 3-56-0024-047, ARI001B, and ARI003A. City Clerk/Human Resource Director Kristin Watson read Resolution Nos 1407, 1408, and 1409 by title only.

Council Member Bailey moved, seconded by Council Member Schatza to approve Resolution No. 1407. Motion passed unanimously.

Council Member Larson moved, seconded by Council Member Schatza to approve Resolution No. 1408. Motion passed unanimously.

Council Member Borders moved, seconded by Council Member Schatza to approve Resolution No. 1409. Motion passed unanimously.

**Council Committee Reports & Council Members' Roundtable** – Council Member Larson commented on the FCSD #25 Recreation Board Meeting he attended; Council Member Rota also commented on the FCSD #25 Recreation Board Meeting; Council Member Borders commented on the Residential Treatment Facility Group meeting she attended; Council Member Hancock also commented on the Residential Treatment Facility Group meeting; Council Member Bailey commented on the Airport Board Meeting noting SkyWest Airlines will be here January 12, 2020; and Council Member Schatza commented on the need of board members for PAWS, reminded the community of the upcoming 2<sup>nd</sup> Annual Winter Rendezvous Games, and informed the Council of her and Council Member Rota participating in Dancing with the Stars fundraiser.

**City Administrator's Report** – City Administrator Tony Tolstedt informed the community of the first inaugural flight for United Express on Sunday, January 12<sup>th</sup> at 2:00 pm; commented on City committees with vacancies (Tree Board, Planning Commission, Community Engagement Committee, FORCC, and Airport Board); briefly discussed the EIS; and informed the community of a City Hall closure on January 20<sup>th</sup> from 8:00 am thru 1:00 pm for a ALICE (active shooter) training.

**Mayor's Comments** – Mayor Richard P. Gard commented on the FCAG meeting and presented a proposal for a 1/2 cent tax for economic growth for Fremont County; reported of a comment he received regarding the new flag ordinance; and thanked everyone for their diligent work through the holiday season.

**Adjourn** – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council meeting at 8:10 p.m. There was no objection from the Council.

---

Richard P. Gard  
Mayor

ATTEST:

---

Kristin S. Watson  
City Clerk/Human Resource Director

Publication Date: *January 28, 2020*