

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held February 4, 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 Larson led the pledge of allegiance and Council Member Rota 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, Police Captain Wesley Romero, Finance Director Mia Harris, Community Development Director Eric P. Carr and Administrative Assistant/Deputy City Clerk Megan Sims.

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

Communication from the Floor/Response to Citizen's Comments – Zachery Vogel, citizen of Riverton, addressed the Council regarding the snow removal efforts of the City.

Consent Agenda – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – January 21, 2020 Regular Council Meeting; Approval of the Minutes – February 4, 2020 Finance Committee Meeting; and Approval of the Finance Committee Recommendations – February 4, 2020 claims to be paid in the amount of \$177,322.03 and payroll / liabilities for 1/31/2020 in the amount of \$343,331.65 for a total of \$520,653.68. Council Member Schatza moved, seconded by Council Member Bailey to approve the consent agenda as presented. Motion passed unanimously.

Board Appointments: Community Engagement Committee (CEC) – City Administrator Tony Tolstedt reported of a letter of interest received from Cynthia Salazar to serve on the Community Engagement Committee. Council Member Larson moved, seconded by Council Member Rota to approve the Mayor's Board Appointment for the Community Engagement Committee. Motion passed unanimously.

Master Plan Project Close-out – Community Development Director Eric P. Carr presented the proposed certificate of completion from the Wyoming Business Council, which requires the signature of the Mayor to complete the Riverton Master Plan project. Council Member Borders moved, seconded by Council Member Schatza to authorize the Mayor to sign the Certificate of Completion for the Riverton Master Plan Project. Motion passed unanimously.

Consideration of Hill Street Consultant Selection – Public Works Director Kyle Butterfield presented the ratings from the consultant selection interviews from the Statements of Qualifications (SOQ) for the Hill Street Improvement Project. The selection committee consisted of five (5) members and they interviewed three (3) firms – Apex Surveying, James Gores & Associates, and Ingber-Miller Engineers. Council Member Larson moved, seconded by Council Member Hancock to approve the selection of Inberg-Miller Engineers as the engineering firm for the Hill Street Improvement Project. Motion passed unanimously.

Public Hearing & Consideration of Resolution No. 1410: Establish Sanitation Compactor Rates & Adjust Sanitation Roll-off Rates – Public Works Director Kyle Butterfield presented Resolution No. 1410 which adjusts the rates for the collection and disposal of garbage, rubbish, and debris. City Clerk/Human Resource Director Kristin Watson read Resolution No. 1410 by title only. Council Member Schatza moved, seconded by Council Member Borders to open the public hearing. Motion passed unanimously. There being no one to address the Council, Council Member Bailey moved, seconded by Council Member Hancock to close the public hearing. Motion passed unanimously. Council Member Hancock moved, seconded by Council Member Borders to approve Resolution No. 1410. Motion passed unanimously.

Consideration of Airport Hangar Lease Agreement – Public Works Director Kyle Butterfield reported of JTJ Holdings, LLC requesting the possibility of building a new hangar that is proposed to be 80' x 80' and is to support air medical emergency operations. Mr. Butterfield presented the ground lease agreement to Council. Council Member Rota moved, seconded by Council Member Bailey to approve the ground lease agreement with JTJ Holdings, LLC at the Riverton Regional Airport contingent upon the finalization of the site description, necessary plans, and square foot imprint. Motion passed unanimously.

Community Branding Agreement: Herrmann Global – City Administrator Tony Tolstedt presented a marketing agreement from Herrmann Global for the development of a new City logo. Council Member Rota moved, seconded by Council Member Bailey for the approval of the marketing agreement with Herrmann Global. Motion passed unanimously.

Scheduling Discussion: Contracts for Services / Council Goal Setting / Budget Calendar – City Administrator Tony Tolstedt presented the proposed budget schedule for the annual budget process. Council Member Schatza moved, seconded by Council Member Borders to accept the budget calendar as presented. Motion passed unanimously.

2020 Legislative Update – City Administrator Tony Tolstedt reported on legislative items the City is following and monitoring. Mr. Tolstedt noted that some of the larger items the City is tracking are: State Budget / Direct Distribution (SF-0057), Municipal Option Sales Tax, Municipal Right-of-Way Franchise Fees, and Tourism Funding Act. The Council did not take any action.

Law Enforcement Body Camera Demonstration – Police Captain Wes Romero briefly demonstrated the use of the law enforcement body camera. Mr. Romero stated the Police Department will be purchasing fifteen body cameras this fiscal year and another fifteen (15) next fiscal year and will be purchased with the help of the Riverton Police Foundation. There was no action from the Council.

Council Committee Reports & Council Members' Roundtable – Council Member Hancock informed the Community of the upcoming Men Who Cook event on February 15, 2020; Council Member Bailey commented on the Rendezvous Games where he served as a celebrity judge, commented on the new air service and thanked the street crews for their work on the snow removal efforts; Council Member Schatza commented on the Rendezvous Games and thanked all City staff and crews for all their help; Council Member Larson thanked the City street and alley crews for their diligent snow removal efforts; and Council Member Rota also commented on the Rendezvous Games as well as informed the Community of the upcoming Jackalope Jump in support of the Special Olympics team.

City Administrator's Report – City Administrator Tony Tolstedt reported that he received the signed financial disclosure statement for Council Member Karla Borders. Mr. Tolstedt also thanked Council Member Schatza for the successful Rendezvous Games, reminded of the upcoming WAM Winter conference as well as additional upcoming meetings: Planning Commission, FORCC, Solutions, and Airport Board Meeting.

Mayor's Comments – Mayor Richard P. Gard thanked the City streets and alley crew for their diligent efforts on snow removal throughout the City; commented on the IDEA, Inc. meeting he attended as well as a tour with the IDEA, Inc. Director; commented on the proposed ½ cent tax; and commented on the tour of the Fremont County Detention Center. Mayor Gard also commented on the new air service with SkyWest Airlines.

Adjourn – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council meeting at 8:42 p.m. There was no objection from the Council.

CITY OF RIVERTON, WYOMING

Richard P. Gard
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

Publication Date: *February 21, 2020*