

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held March 3, 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 Hancock 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, Police Captain Todd Byerly, Finance Director Mia Harris, Community Development Director Eric P. Carr and Administrative Assistant/Deputy City Clerk Megan Sims.

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

Communication from the Floor/Response to Citizen’s Comments –

Consent Agenda – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – February 18, 2020 Regular Council Meeting; Approval of the Minutes – March 3, 2020 Finance Committee Meeting; and Approval of the Finance Committee Recommendations – March 3, 2020 claims to be paid in the amount of \$316,031.71 and payroll / liabilities for 2/14/20 in the amount of \$207,289.57 for a total of \$523,321.28. Council Member Schatza moved, seconded by Council Member Larson to approve the consent agenda as presented. Motion passed unanimously.

Public Hearing & Consideration of Resolution No. 1411: Half Cent Tax to Support Economic Development – City Administrator Tony Tolstedt presented Resolution No. 1411 which supports placing the ½ cent tax, for economic development, on the primary election ballot. Council Member Larson moved, seconded by Council Member Rota to open the public hearing. Motion passed unanimously. There being no one to address the Council, Council Member Bailey moved, seconded by Council Member Larson to close the public hearing. Motion passed unanimously. Council Member Bailey moved, seconded by Council Member Schatza to approve Resolution No. 1411. After discussion of the Council, Council Member Larson moved, seconded by Council Member Borders to table Resolution No. 1411 until the next regular meeting on March 17, 2020. Motion passed unanimously.

Board of Appeals Appointment – Community Development Director Eric P. Carr reported of two letters of interest he received for appointment on the Construction Board of Appeals. Mr. Carr stated Dawn Willhelm, P.E. and Tom Johnson, L.S. both meet the requirements to serve on the board; however, Mr. Johnson does already serve on the FORCC Committee. Council Member Schatza moved, seconded by Council Member Rota to approve the Mayoral appointment of Dawn Willhelm to the Construction Board of Appeals. Motion passed unanimously.

Inberg Miller Master Service Agreement Amendment #55: Hill Street Design Scope & Fee – Public Works Director Kyle Butterfield presented an amendment to the Master Service Agreement for both the scope of work and fee structure negotiated with Inberg-Miller Engineers for the Hill Street Improvement Project. Council Member Larson moved, seconded by Council Member Borders to approve amendment #55 of the Master Service Agreement between the City of Riverton and Inberg-Miller Engineers. Motion passed unanimously.

Airport Terminal Ground Lease Amendment: Transportation Security Administration (TSA) – Public Works Director Kyle Butterfield reported of an amendment to the current lease agreement with the United States of America via the General Services Administration (GSA) regarding the terminal lease space, leased to the Transportation Security Administration (TSA). SkyWest requested the use of additional counter/office space which was already leased to TSA. This agreement removes the lease of one hundred one square feet from TSA. Council Member Schatza moved, seconded by Council Member Borders to approve the lease amendment to agreement GS-08P-LWY00285 for additional terminal lease space at the Riverton Regional Airport. Motion passed unanimously.

Federal Aviation Administration (FAA) Agreement: Transfer of RIW Airport Entitlement Funds – Public Works Director Kyle Butterfield presented an agreement for the transfer of entitlement funds with the Federal Aviation Administration (FAA) from the Riverton Regional Airport (RIW) to the Southwest Wyoming Regional Airport (RKS) in Rock Springs. RIW will not utilize all of its allocated entitlement funds in the upcoming fiscal year. Council Member Bailey moved, seconded by Council Member Rota to authorize the Public Works Director to execute the agreement for the transfer of entitlement funds with the FAA. 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.

Council Committee Reports & Council Members' Roundtable – Council Member Schatza commented on her recent SkyWest flight; Council Member Rota informed the Council and Community of the upcoming Community Engagement Committee Meeting on March 23 and thanked the Streets and Alleys department for their diligent work on Pinecrest St; Council Member Borders commented on the Local Food Hub at the airport; Council Member Hancock commented on the FCSD #25 Recreation Board Meeting he attended; and Council Member Bailey commented on the Leadership Wyoming Program he attended and his great experience with SkyWest.

City Administrator's Report – City Administrator Tony Tolstedt commented on upcoming meetings: FORCC, Budget Meetings, and the Goal Setting Session.

Mayor's Comments – Mayor Richard P. Gard commented on the meetings he attended: FORCC, Airport Board, FCAG, and WAM. Mayor Gard also commented on the rate increases, the diligent work of the FAST Committee, and the old high school building on Main St.

Adjourn – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council meeting at 8:44 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: *March 25, 2020*