

RIVERTON CITY COUNCIL
Minutes of the
Emergency Meeting
Held March 16, 2020
6:00 PM

The emergency meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Richard P. Gard at 6:00 p.m. City Council Members present were Karla Borders, Tim Hancock, Mike Bailey, Rebecca Schatza, Kyle Larson, and Cory Rota. Council Member Rebecca Schatza led the pledge of allegiance and Council Member Karla Borders 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, Community Development Director Eric P. Carr, Finance Director Mia Harris, and Administrative Assistant/City Clerk Megan Sims.

COVID-19 Response for Operations – City Administrator Tony Tolstedt led the Council in discussion regarding the COVID-19 aka coronavirus that has affected our community. Mr. Tolstedt reported on closures within the community including the closure of City Hall and all City offices to the general public. The following measures recommended for approval of the Council are:

1. City offices will be closed to the public for general access until April 6, 2020, or until the situation dictates otherwise.
2. Business will continue via phone, e-mail, and via other digital means as available. Staff is working to be both flexible and as accommodating as possible.
3. Certain services will be available on an appointment basis. This will be at the discretion of the departments and will be dependent upon the nature of the appointment.
4. Riverton Police Department will temporarily cease non-essential services. This includes VIN inspections, dogs at large calls, notary services, and limited reporting of car accidents under \$1,000 in damage or on private property. All other calls will be evaluated on a case to case basis.
5. Non-essential board meetings will be canceled or conducted from distance by phone or video conferencing means.
6. City Council meetings will remain open and regularly scheduled. The public will be encouraged to view the meetings online in an effort to reduce attendance and therefore potential transmission of the virus.

It is also noted that all City services will still be offered digitally via phone or email. Mayor Gard introduced Undersheriff of Fremont County, Mike Hutchinson and Fremont County Public Health Officer Dr. Brian Gee who both approached the Council to update the Council of efforts throughout Fremont County. Council Member Borders moved, seconded by Council Member Hancock to approve the recommendation of the included six (6) steps of action until 4/6/2020 or until the situation dictates otherwise. Motion passed unanimously.

Adjourn – There being no further business to come before the Council, Mayor Gard adjourned the Emergency Council meeting at 6:41 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: *April 15, 2020*