

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held May 5, 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 (telephonically), Mike Bailey, Rebecca Schatza, and Kyle Larson. Council Member Borders led the pledge of allegiance and Council Member Bailey conducted the invocation.

Roll call was conducted. Council Member Schatza moved, seconded by Council Member Borders to excuse Council Member Rota from tonight's meeting. Motion passed unanimously. 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 for approval of the agenda as presented. Motion passed unanimously.

Communication from the Floor/Response to Citizen's Comments – None.

Consent Agenda – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – April 21, 2020 Regular Council Meeting; Approval of the Minutes – May 5, 2020 Finance Committee Meeting; Approval of the Finance Committee Recommendations – May 5, 2020 claims to be paid in the amount of \$575,641.05 and payroll & liabilities in the amount of \$429,354.81 for a total of \$1,004,995.86; and Replat No. 1 of the Big Sky No. 2 Addition, Petitioners: Tyler & Kortni Cassity. Council Member Schatza moved, seconded by Council Member Bailey to approve the consent agenda as presented. Motion passed unanimously.

Certificate of Appreciation: Officer Kingston Cole – Mayor Gard presented a Certificate of Appreciation to Patrol Officer Kingston Cole for going above and beyond on a daily basis. Also present to offer his gratitude of Officer Cole was citizen John Payne, thanking him for his services and thoughtfulness.

Consideration of Ordinance No. 20-001, 3rd & Final Reading: Excessive Acceleration – City Clerk/Human Resource Director Kristin Watson read Ordinance No. 20-001 by title only. Council Member Schatza moved, seconded by Council Member Bailey to adopt Ordinance No. 20-001 on 3rd and final reading. Roll call vote was conducted and the motion passed unanimously with Council Member(s) Borders, Bailey, Schatza, Larson, Hancock and Mayor Gard voting aye.

Tower Lease Agreement Amendment: Union Wireless – Community Development Director Eric P. Carr presented an amendment to the current Griffey Hills Communications Lease Agreement with Union Wireless for future improvements. Council Member Bailey moved, seconded by Council Member Schatza to approve the amendment for the tower lease agreement for Union Wireless. Motion passed unanimously.

Bid Award: Sunset Drive – Public Works Director Kyle Butterfield reported of four bids received for the upcoming FORCC project for improvements on East Sunset Drive. Mr. Butterfield stated the lowest and most responsive bid was received from 71 Construction Inc. in the amount of \$832,155.00. Council Member Borders moved, seconded by Council Member Schatza to award the East Sunset Drive Improvement Project to 71 constructions, Inc. in the amount of \$832,155.00. Motion passed unanimously.

Senior Center Solar Upgrade Contract – Community Development Director Eric P, Carr presented a design-builder agreement from Creative Energies, LLC for the installation of a rooftop solar panel array at the Riverton Senior Center. Mr. Carr stated this project is a grant funded project as well as the Senior Center receiving funds from local donations. Council Member Bailey moved, seconded by Council Member Borders to approve the Design-Builder Agreement between the City of Riverton and Creative Energies, LLC and gives signatory authority to the community Development Director contingent upon confirmation of local donor matching funds for the project. Motion passed unanimously.

SkyWest Lease Agreement: Fee Deferral – Public Works Director Kyle Butterfield reported on a request received from SkyWest Airlines for landing fee and rent deferment for 90 days. Council Member Bailey moved, seconded to defer month rent from May 2020 to July 2020 and landing fees from April 2020 to June 2020 and require their repayment in full by December 31, 2020; and beginning July 1, 2020, said deferred rent and fees shall accrue interest at a rate of 0.15% per month through December 31, 2020, or until the deferred amount is paid in full, whichever occurs sooner; and should the deferred amount not be paid in full by December 31, 2020, the remaining balance shall be subject to the delinquent rate of 1.5% per month pursuant to the current lease agreement. Motion passed unanimously.

Admiral Beverage Lease Agreement Amendment – Public Works Director Kyle Butterfield presented an amendment to the vending machine lease agreement which is to remove the annual rent of \$18 per square foot. Council

Member Larson moved, seconded by Council Member Schatza to approve the amended lease agreement for vending machine concessions at the Riverton Regional Airport. Motion passed unanimously.

Quarterly Fiscal Health Report – Finance Director Mia Harris presented a report to the Council reflecting the City’s fiscal health for the 3rd quarter of the fiscal year. Mrs. Harris reported on the revenues versus expenditures in the general fund and enterprise funds. Also reviewed were the airport funds. No action was taken.

Council Committee Reports & Council Members’ Roundtable – Council Member Schatza commented the Mama Dias food truck for their efforts in helping with fundraising efforts for PAWS as well as the PAWS licensing and rabies event on Saturday, May 9, 2020; Council Member Larson, Council Member Bailey, and Council Member Borders commented on the wiliness to help in our community and the service provided by the community; and Council Member Hancock reminded the community the importance of filling out the 2020 Census and commented on the Water Quality Report.

City Administrator’s Report – City Administrator Tony Tolstedt commented on the reopening of City offices and thanked all City staff for their diligent efforts every day; informed the Council of upcoming budget meetings including the distribution of the budget workbook; and reported on an offer received for the purchase of property located near the airport.

Mayor’s Comments – Mayor Richard P. Gard expressed his gratitude to Commissioner Becker, Chief Murphy, City Administrator Tony Tolstedt and Dr. Gee regarding the COVID testing for the transient population; commented on the FCAG, budget, and WRVC meetings he attended; commented on a meeting with Senator Bebout; reported on a meeting with the Fremont County Incident Management Team; commented on the proposed ½ percent and 1 percent taxes; reported on the WWTP tour he participated in; and commented on the Friday Night Cruise. Mayor Gard thanked the City of Riverton department heads for their hard work on the budget. Also discussed is the reopening of Riverton and Mayor Gard encouraged citizens to be conscientious as things continue to change.

Adjourn – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council meeting at 8:35 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: *May 28, 2020*