

**RIVERTON CITY COUNCIL**  
**Minutes of the**  
**Regular Council Meeting**  
**Held May 19, 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 (telephonically), Tim Hancock, Mike Bailey, Cory Rota, and Kyle Larson. Council Member Hancock led the pledge of allegiance and Council Member Larson conducted the invocation.

Roll call was conducted. Council Member Larson moved, seconded by Council Member Hancock to excuse Council Member Rebecca Schatza 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 Borders moved, seconded by Council Member Larson for approval of the agenda. Council Member Bailey, seconded by Council Member Hancock moved to remove the Proposed 2020/2021 Wind River Visitors Council Budget Plan from the consent agenda for further discussion. Amended motion passed unanimously. Main 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 – May 5, 2020 Regular Council Meeting; Approval of the Minutes – May 19, 2020 Finance Committee Meeting; Approval of the Finance Committee Recommendations – May 19, 2020 claims to be paid in the amount of \$185,682.28, Elan credit card in the amount of \$2,434.85, manual check in the amount of \$27.72, and payroll & liabilities in the amount of \$196,159.18 for a total of \$384,304.03; and Approval of the Municipal Court Report for the month of April 2020. Council Member Larson moved, seconded by Council Member Bailey to approve the consent agenda as presented. Motion passed unanimously with Council Member Bailey abstaining from the Baileys Enterprises line item on the claims approval list.

**Memorandum of Understanding (MOU): Inductance Energy** – City Administrator Tony Tolstedt presented a Memorandum of Understanding (MOU) from Inductance Energy which has the intent to move forward for the issuance of industrial revenue bonds. This MOU will provide some structure and understanding to the issuance of bonds as outlined by the bond counsel. Council Member Bailey moved, seconded by Council Member Rota to approve the MOU with Inductance Energy. Motion passed unanimously.

**Public Hearing & Consideration of Liquor License Transfer of Ownership: Topsy Tulip, LLC** – City Clerk/Human Resource Director Kristin Watson reported on a retail liquor license transfer of ownership received from Ricci D. Larson Living Trust d/b/a The Topsy Tulip which will transfer to The Topsy Tulip, LLC d/b/a The Topsy Tulip. Council Member Hancock moved, Council Member Borders to open the public hearing. Motion passed unanimously. There being no one to address the Council, Council Member Hancock moved, seconded Council Member Bailey to close the public hearing. Motion passed unanimously. Council Member Bailey moved, seconded by Council Member Rota to approve the transfer of ownership retail liquor license for The Topsy Tulip, LLC. Motion passed unanimously.

**Proposed 2020/2021 Wind River Visitors Council Budget Plan** – Council Member Bailey moved, seconded by Council Member Larson to open discussion regarding the Proposed 2020/2021 Wind River Visitors Council (WRVC) Budget Plan. Motion passed unanimously. Council Member Bailey commented on the reduction in the budget plan in regards to the Riverton Regional Airport as well as the WRVC hiring an executive director. Council Member Bailey moved, seconded by Council Member Hancock to table the Proposed 2020/2021 Wind River Visitors Council Budget Plan until the June 2<sup>nd</sup> meeting. Motion passed unanimously.

**Bid Award: Airport Snow Removal Equipment Truck** – Public Works Director Kyle Butterfield reported of two bids received for a snow removal truck with a broom attachment for the Riverton Regional Airport. The most responsive bid was received from Jack's Truck Center in the amount of \$431,446.00. Council Member Bailey moved, seconded by Council Member Larson to award the airport Snow Removal Equipment Truck to Jack's Truck Center, Inc. in the amount of \$431,446.00. Motion passed unanimously.

**Final Fiscal Year 2021 Budget Discussion** – City Administrator Tony Tolstedt presented a proposed budget that represents a balanced approach for operating the City of Riverton for fiscal year 2020 – 2021. Mr. Tolstedt offered a brief overview regarding the expenditures and revenues for the general fund and enterprise funds which include the water, wastewater (sewer), sanitation and airport funds. No action from the Council was taken.

**Council Committee Reports & Council Members' Roundtable** – Council Member Hancock & Bailey commented on the Friday Night Cruise; Council Member Bailey expressed his gratitude to Mayor Gard for his diligence in helping our community open back up, commented on the FORCC meeting he attended and informed the community of filing for the Wyoming Senate 26; Council Member Rota reported on upcoming events and as well, expressed his gratitude for Mayor Gard's efforts; Council Member Larson commented on the successful graduations from Riverton High School.

**City Administrator's Report** – City Administrator Tony Tolstedt thanked City staff for all of their hard work preparing the fiscal year 2021 budget; reminded of the Council filing period which ends on May 29; commented on the upcoming budget meetings; informed of the farmer's market which is set to begin on May 20<sup>th</sup>; commented on the CARES funding; and reminded of the importance of filling out the Census.

**Mayor's Comments** – Mayor Richard P. Gard commented on the budget; thanked the Fremont County Mayors for the ease of working together; commented on the Fremont County Incident Committee meeting he attends on a regular basis; thanked the tribes for their assistance with the transient population who have COVID systems; reported on closures due to COVID; thanked the sub-committees of the City; and commented on the Friday Night Cruise.

**Adjourn** – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council meeting at 9:14 p.m. There was no objection from the Council.

CITY OF RIVERTON, WYOMING

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Richard P. Gard  
Mayor

ATTEST:

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Kristin S. Watson  
City Clerk/Human Resource Director

Publication Date: *June 11, 2020*