

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held August 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 Borders led the pledge of allegiance and Council Member Hancock 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, 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 Schatza approve the agenda with the removal of agenda item #16: Consideration of the Fremont County School District #25 Grant Application. 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 – July 21, 2020 Regular Council Meeting; Approval of the Minutes – August 4, 2020 Finance Committee Meeting; Approval of the Finance Committee Recommendations – August 4, 2020 claims to be paid in the amount of \$513,316.74 and payroll & liabilities in the amount of \$347,236.62 for a total of \$860,553.36; Plat: Stratton Subdivision, Portion of Lot 19, Re-subdivision, Petitioner: Buggy Bath LLC and Open Container Permit Applications: **Tracy Shells**, Memorial, Sunset Park, 8/8/20, 11:00 am – 3:00 pm; and **Ruby Calvert**, Birthday Celebration, Sunset Park, 8/15/2020, 2:00 pm – 6:00 pm. Council Member Rota moved, seconded by Council Member Schatza to approve the consent agenda as presented. Motion passed unanimously.

Appreciation of Public Works Collection & Distribution Employees – Mayor Gard presented the following Collection & Distribution Employees with a certificate of appreciation: Dennis Lawrence, Doug Hobbie, Andrew Logan, Jesse Phillips, Skylar Rambo, Layton Little, and Bobby Avery. Mayor Gard thanked them for their continued diligent work on numerous water breaks throughout the town but more specifically on West Main St.

Tree Board Appointment: Val Green – Mayor Gard report of a letter of interest received from Val Green to serve on the Riverton Tree Board. Council Member Schatza moved, seconded by Council Member Borders to appoint Val Green on the Riverton Tree Board. Motion passed unanimously.

Consideration of Ordinance No. 20-004, 2nd Reading: Riverton Municipal Code 5.04.070 & 5.04.100 Open Container & Malt Beverage Permit – City Clerk/Human Resource Director Kristin Watson read Ordinance No. 20-004 by title only. This ordinance addresses allowing twelve (12) open container permits and twelve (12) malt beverage permits per year from the previous allowance of two (2) per year. Council Member Schatza moved, seconded by Council Member Hancock to adopt Ordinance No. 20-004 on second reading. Motion passed unanimously.

Public Hearing & Consideration of Ordinance No. 20-005, 1st Reading: RMC Chapter 17 Commercial Highway (C-H) Zoning – Community Development Director Eric P. Carr presented Ordinance No. 20-005 which will amend the tract for use as a commercial highway district square footage area. City Clerk/Human Resource Director Kristin Watson read Ordinance No. 20-005 by title only. Council Member Schatza moved, seconded Council Member Borders to open the public hearing. Motion passed unanimously. There being no one to address the Council, Council Member Schatza moved, seconded by Council Member Bailey to close the public hearing. Motion passed unanimously. Council Member Rota moved, seconded by Council Member Hancock to adopt Ordinance No. 20-005 on first reading. Motion passed unanimously.

Public Hearing & Consideration of Ordinance No. 20-006, 1st Reading: RMC Chapter 16 Subdivisions – Community Development Director Eric P. Carr presented Ordinance No. 20-006 which addresses the residential rural road cross section. City Clerk/Human Resource Director Kristin Watson read Ordinance No. 20-006 by title only. Council Member Bailey moved, seconded by Council Member Borders to open the public hearing. Motion passed unanimously. There being no one to address the Council, Council Member Larson moved, seconded by Council Member Schatza to close the public hearing. Motion passed unanimously. Council Member Bailey moved, seconded by Council Member Larson to adopt Ordinance No. 20-006 on first reading. Motion passed with Council Member(s) Borders, Bailey, Schatza, Rota voting aye and Council Member(s) Hancock and Larson voting nay.

Memorandum of Understanding (MOU): Half Cent Tax for Economic Development – City Administrator Tony Tolstedt presented a Memorandum of Understanding (MOU) which further outlines the distribution of funds collected through the proposed ½ cent tax for economic development should the electorate approve in the upcoming ballot. This

MOU will be between the City of Riverton, Fremont County, City of Lander, Town of Dubois, Town of Shoshoni, Town of Hudson, and Town of Pavillion. Council Member Larson moved, seconded by Council Member Schatza to approve the Memorandum of Understanding as presented for the use and expenditures for the ½ cent economic development monies. Motion passed unanimously.

Memorandum of Understanding (MOU): Air Service Revenue Management Subcommittee – Public Works Director Kyle Butterfield presented a Memorandum of Understanding between the City of Riverton and the City of Lander which will reestablish the Minimum Revenue Guarantee (MRG) Subcommittee. This subcommittee oversees the administration of the financial contribution from the City of Lander. Council Member Schatza moved, seconded by Council Member Bailey to approve the Memorandum of Understanding between the City of Riverton and Lander City reestablishing a Minimum Revenue Guarantee (MRG) Subcommittee. Motion passed unanimously.

Memorandum of Understanding (MOU): Neiberger First Addition Tract B – Pavement Overlay Cost Share – Community Development Director Eric P. Carr presented a Memorandum of Understanding (MOU) between Helgeson, LLC and the City of Riverton. This MOU is for re-pavement of the parking lot located at 804 N Federal Blvd which will include a 40 x 100 ft common area used to access City Hall and Veteran’s Park and outlines the cost share between Helgeson, LLC & the City (total cost: \$9,200). Council Member Schatza moved, seconded by Council Member Borders to approve the Memorandum of Understanding with Helgeson, LLC for pavement overlay west of 804 N Federal Blvd at a cost share not to exceed \$4,600.00. Motion passed unanimously.

Fiscal Year 2019-2020 Council Goal Update/Review – City Administrator Tony Tolstedt presented an update of the accomplishment of fiscal year 2019-2020 goals. Mr. Tolstedt offered some highlights and areas of focus as well as the City’s response to the changing environment due to the COVID-19 pandemic. City Hall was also never closed throughout the pandemic and employees continued to serve the community at full capacity. No action was taken.

Council Committee Reports & Council Members’ Roundtable – Council Member Borders thanked the Community Development Department for their hard work; Council Member Rota commented on the ½ cent tax proposal, the farmers market, and recognized Taggart Harmelink on his citizen soldier of the year award; Council Member Larson commented on the outdoor activities taking place; Council Member Schatza commented on the Fremont County Fair; Council Member Bailey expressed his gratitude for the volunteers and staff of the Fremont County Fair and on the Wyoming Leadership program he recently completed; and Council Member Hancock informed of the rededication of Veteran’s Park on August 8th.

City Administrator’s Report – City Administrator Tony Tolstedt commented on upcoming meetings; the SLIB grant applications; and commented on the next work session to be scheduled on August 25th.

Mayor’s Comments – Mayor Richard P. Gard commented on the month of July enplanements; rededication of Veteran’s Hall; commented on current projects; reported of his meeting with Riverton, UT Mayor; thanked Finance Director Mia Harris for going the extra mile; expressed his gratitude to the Police Department; and commented on the Fremont County Management Team meeting he attended. Mayor Gard also thanked the Parks Department for their great efforts removing vandalism.

Adjourn – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council meeting at 8:52 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: *August 21, 2020*