

RIVERTON CITY COUNCIL

**Minutes of the
Regular Council Meeting
Held November 17, 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 (telephonically). Council Member Borders led the pledge of allegiance; students and staff from Riverton High School presented the Northern Arapaho 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 S. Watson, Public Works Director Kyle Butterfield, Police Chief Eric Murphy, 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 Schatza to approve the agenda as presented. Motion passed unanimously.

Communication from the Floor/Response to Citizen's Comments – Steve Doyle, representative of the farmer's market that is held in the summer at City Park, updated the Council on the successes they achieved this season. Mr. Doyle presented the statistics from the farmer's market. Jalee Brown & Katie Fischer with the Riverton FFA approached the Council requesting the FFA Flags to be displayed down Main St from February 17th thru March 1st for National FFA Week. There was no objection from the Council to allow the Riverton FFA flags to be displayed on Main St. during the requested timeframe.

Consent Agenda – City Clerk/Human Resource Director Kristin Watson read the consent agenda items by title only: Approval of the Minutes – November 3, 2020 Regular Council Meeting; Approval of the Minutes – November 3, 2020 Executive Session; Approval of the Minutes – November 17, 2020 Finance Committee Meeting; Approval of the Finance Committee Recommendations – November 17, 2020 claims to be paid in the amount of \$169,851.29 and payroll & liabilities for 11/6/2020 and 11/9/2020 in the amount of \$207,805.38 for a total of \$377,656.67; and Approval of the Municipal Court Report for the month of October 2020; and Re-plat: Lot 1 Larsen Family Addition to the City of Riverton, Wyoming; Petitioner: Diversified Investments, LLC. Council Member Schatza moved, seconded by Council Member Larson to approve the consent agenda as presented. Motion passed unanimously with Council Member Bailey abstaining from the Bailey Enterprises item on the claims approval list as well as the Re-Plat of Lot 1 of the Larsen Addition.

Public Hearing & Consideration of Sale of Property: 5010 Cessna Drive – City Administrator Tony Tolstedt reported of an offer received for the purchase of property described as RIW Industrial Lot 1, located at 5010 Cessna Drive in the amount of \$92,000.00 from Robin Dolcater. Mr. Dolcater has expressed interested in obtaining the property for development of a commercial building. Council Member Schatza moved, seconded by Council Member Bailey to open the public hearing. Motion passed unanimously. There being no one to approached the Council, Council Member Schatza moved, seconded by Council Member Bailey to close the public hearing. Motion passed unanimously. Council Member Bailey moved, seconded by Council Member Schatza to accept the offer from Robin Dolcater for the purchase of 5010 Cessna Drive in the amount of \$92,000.00. Motion passed unanimously.

EDGE Committee Appointment – City Administrator Tony Tolstedt reported of a change to the EDGE Committee Appointments, as alternate Lindsey Cox was recently elected to serve on City Council. Matt Coughanor is proposed to replace Lindsey Cox. Council Member Schatza moved, seconded by Council Member Borders to accept the Mayoral appointment of Matt Coughanor as an alternate to the EDGE Committee. Motion passed unanimously.

Rendezvous Balloon Committee Request to Transfer Funds – Deputy City Clerk/Administrative Assistant Megan Sims introduced Riverton Rendezvous Committee Members Andy Samuelson and Pat Newlin for a brief presentation regarding the transfer of \$13,000 from the Balloon Envelope Fund to the Rendezvous operational account. Mr. Samuelson and Mrs. Newlin explained the current conditions of Cloud Kisser III; the Committee recommendation of purchasing an envelope from Kubicek Balloons in the amount of \$25,360 which includes shipment of the balloon; and discussed a marketing plan to recapture costs for the new envelope. Council Member Larson moved, seconded by Council Member Schatza to approve the transfer of \$13,000 from the Balloon Envelope Fund to the Riverton Rendezvous operational account for the purchase of a Kubicek hot air balloon envelope. Motion passed unanimously.

Consideration of Consultant Selection Policy – Public Works Director Kyle Butterfield presented the revised Professional Services Selection Policy. Mr. Butterfield stated the provision is in the selection process for the allowance of price consideration prior to entering contract negotiations. Council Member Bailey moved, seconded by Council Member Borders to adopt the Professional Services Selection Policy. Motion passed unanimously.

Mayor Gard discussed with the Council in regards to the City's annual holiday party. Due to COVID-19, the City will not hold a holiday party; therefore, the Mayor recommended purchasing hams for all City staff. Council Member Borders moved, seconded by Council Member Bailey to approve the purchase of hams for employees with the elimination of hams for City Council. Motion passed unanimously.

Council Committee Reports & Council Members' Roundtable – Council Member Hancock reported of the Fremont County School District #25 Recreation Board volunteers of the year going to Eric and Tara Carr; Council Member Borders commented on the CES Festival of Trees event; Council Member Rota also congratulated the Carr's for their volunteer efforts and commented on how gracious everyone in the Community is; Council Member Larson reported on the Fremont County Solid Waste Disposal District Board Meeting he attended; and Council Member Schatza, as well, congratulated the Carr's and thanked them for their diligent efforts.

City Administrator's Report – City Administrator Tony Tolstedt reported on the EDGE Committee meeting he attended; commented on the State of Wyoming budget; reminded of the upcoming Airport Board meeting; informed of open seats on City of Riverton Committee's; and thanked Steve Doyle for all their hard work.

Mayor's Comments – Mayor Gard commented the Riverton Ambassadors meeting they attended; reported on the Fremont County Management Team and COVID-19 updates; reported on the Kiwanis and EDGE Committee meetings he attended; commented on the Department of Justice meeting; and commented on the Riverton Medical District pledge that was held on November 16th.

Adjourn – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council meeting at 8:30 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: *December 9, 2020*