

**RIVERTON CITY COUNCIL**  
**Minutes of the**  
**Regular Council Meeting**  
**Held May 18, 2021**  
**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, Lindsey Cox, Mike Bailey, Kyle Larson and Kristy Salisbury. Council Member Bailey led the pledge of allegiance; and Mayor Gard conducted the invocation.

Roll call was conducted. Council Member Borders moved, seconded by Council Member Bailey to excuse Council Member Dean Peranteaux from tonight's meeting. Motion passed unanimously. Mayor Gard declared a quorum of the Council.

City Staff present: City Clerk/Human Resource Director Kristin S. Watson, City Administrator Tony Tolstedt, 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 Bailey to approve the agenda as presented. Motion passed unanimously.

**Communication from the Floor/Response to Citizen's Comments** – Megan Ostrenga, Site Manager of Riverton Museum, approached the Council requesting to fly twenty banners down Main Street on light poles throughout the summer from May to September. There was no objection from the Council.

**Consent Agenda** – City Clerk/Human Resource Director Kristin S. Watson read the consent agenda items by title only: Approval of the Minutes – May 4, 2021 Regular Council Meeting; Approval of the Minutes – May 18, 2021 Finance Committee Meeting; Approval of the Finance Committee Recommendations – May 18, 2021 claims to be paid in the amount of \$773,080.25, Elan credit card in the amount of \$3,191.92, and payroll & liabilities for 5/4/2021 in the amount of \$209,712.49 for a total of \$985,984.66; Approval of the Municipal Court Report for the month of April 2021; and Open Container Permit Applications: **Carrie Shelatz**, Celebration of Life @ Jaycee Park, May 30, 2021, 11:00 am – 5:00 pm; and **Michaela Kechter**, Graduation Party @ Sunset Park, June 19, 2021, 5:00 pm – 9:00 pm. Council Member Salisbury moved, seconded by Council Member Borders to approve the consent agenda as presented. Motion passed unanimously with Council Member Bailey abstaining from the Baileys Enterprises line items on the claims approval list.

**Council Leadership Ballots: Vice President** – City Administrator Tony Tolstedt and Chief of Police Eric Murphy administered the secret ballot vote for the Vice President of the Council. After the ballots were collected and tallied for Vice President, Mr. Tolstedt announced Council Member Karla Borders will be serving as the Vice President of the Council.

**Council Committee Assignments – Council Member Peranteaux** – Mayor Gard reported on the vacant committee assignments and proposed that newly appointed Council Member Peranteaux be appointed to Finance Committee and Fremont County School District #25 Recreation Board. Council Member Bailey moved, seconded by Council Member Borders to approve the Mayor's Council committee assignments for Councilman Peranteaux. Motion passed unanimously.

**Consideration of Wind River Visitors Council Budget** – Helen Wilson from the Wind River Visitors Council approached the Council to discuss the proposed FY2022 Wind River Visitors Council budget. Ms. Wilson reported that the major difference in the budget this year is the addition of in house staff versus contract marketing. With further discussion from the Council and Ms. Wilson, the Wind River Visitors Council will attend the June 1<sup>st</sup> Council Meeting to outline the budget and marketing efforts in greater detail. There was no action taken from the Council at this time.

**Consideration of Ordinance No. 21-005, 2<sup>nd</sup> Reading: Unauthorized Use of a Motor Vehicle** – Clerk/Human Resource Director Kristin S. Watson read Ordinance No. 21-005 by title only. This ordinance will allow the Riverton Police Department to issue citations for unauthorized use of a motor vehicle through the City of Riverton municipal court rather than circuit court. Representative Ember Oakley addressed the Council in support of the ordinance. Council Member Borders moved, seconded by Council Member Bailey to adopt Ordinance No. 21-005 on 2<sup>nd</sup> reading. Motion passed unanimously.

**Bid Award: Lewis Street** – Public Works Director Kyle Butterfield reported of a proposed improvement project on Lewis Street which is in the Spencer Subdivision. Mr. Butterfield stated that two bids were received for the surface, curb & gutter, and drainage improvements. The lowest and most responsive bid was received from 71 Construction, Inc. in the amount of \$124,575.00. Council Member Bailey moved, seconded by Council Member Cox to award the Lewis Street Improvement Project to 71 Construction in the amount of \$124,575. Motion passed unanimously.

**Airport Board Appointment: Ralph Estell** – Public Works Director Kyle Butterfield reported of a vacant seat on the Airport Board which he is recommending to fill that seat with current Airport Board Alternate Ralph Estell. Mr. Estell will serve the on the board for the remainder of the 2021 term. Council Member Larson moved, seconded Council Member Borders to appoint Ralph Estell as a full time member to the Airport Board.

**Public Hearing and Consideration of Ordinance No. 21-007, 1<sup>st</sup> Reading: Riverton Municipal Code Section 15.08.060 ‘Electrical Inspector’ Revision** – Community Development Director Eric P. Carr presented Ordinance No. 21-007 which amends Section 15.08.060 to provide the ability of the city to employ or contract services for electrical inspections. City Clerk/Human Resource Director Kristin S. Watson read Ordinance No. 21-007 by title only. Council Member Borders moved, seconded by Council Member Bailey to open the public hearing. Motion passed unanimously. There being no one to address the Council, Council Member Larson moved, seconded by Council Member Borders to close the public hearing. Motion passed unanimously. Council Member Borders moved, seconded by Council Members Larson to adopt Ordinance No. 21-007 on first reading. Motion passed unanimously.

**Final FY 2021-2022 Budget Presentation** – City Administrator Tony Tolstedt presented a proposed budget that represents a balanced approach for operating the City of Riverton for fiscal year 2021 – 2022. 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. In conclusion, Mr. Tolstedt thanked the city staff for their diligence in achieving a balanced budget. No action from the Council was taken.

**Council Committee Reports & Council Members’ Roundtable** – Council Member Bailey reported on the FORCC meeting he attended, the Airport and the Riverton Ambassadors Committee; Council Member Cox updated on the PAWS Board; Council Member Salisbury reported on the Senior Center Endowment Meeting she attended; Council Member Larson commented on the FCSWDD meeting he attended; and Council Member Borders commented on the FCSD #25 Recreation Board and the Community Engagement Committee meetings she attended.

**City Administrator’s Report** – City Administrator Tony Tolstedt reminded the Council of upcoming meetings at City Hall: EDGE Committee, Planning Commission and the Airport Board.

**Mayor’s Comments** – Mayor Gard reported of a request from the Riverton Middle School art students who would like to paint a mural called “Helping Hands” on the north wall of the old city pool house at City Park. There was no objection from the Council. Mayor Gard commented on meetings he attended: Planning Commission; Riverton Ambassadors; and Community Engagement Meeting.

**Adjourn** – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council meeting at 9:28 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 4, 2021*