



City of Riverton
Regular Council Meeting
Tuesday, December 6, 2022 at 7:00 pm
Riverton City Hall Council Chambers
816 N Federal Blvd.
Riverton, WY 82501

At 6:45 P.M. on Tuesday, December 6, 2022, the Finance Committee will meet in the City Hall Council Chambers to consider bills to be paid. This meeting is open to the public.

- 1) Call to order.
- 2) Pledge of Allegiance.
- 3) Invocation.
- 4) Roll call: Ward I: Kyle Larson, Dean Peranteaux
Ward II: Karla Borders, Kristy K. Salisbury
Ward III: Mike Bailey, Lindsey Cox
- 5) Declaration of quorum.
- 6) Approval of the Agenda.
- 7) Retirement Recognition – Eric Murphy.
- 8) Oath of Office – Brian Eggleston, Public Works Director.
- 9) Communication from the Floor – Citizen’s Comments.
- 10) Consent Agenda:
 - Approval of the Minutes – November 15, 2022 Regular Council Meeting.
 - Approval of the Minutes – November 15, 2022 Executive Session.
 - Approval of the Minutes – December 06, 2022 Finance Committee Meeting.
 - Approval of the Finance Committee Recommendations – December 06, 2022.
 - Approval of the Municipal Court Report for the Month of October 2022
 - Approval of the Municipal Court Report for the Month of November 2022.
- 11) Consideration of the Sale of Surplus Vehicles to the Town of Dubois, Wyoming.
- 12) Optional ½ Cent Economic Development Update.

Reports and Comments:

- 13) Council Committee Reports and Council Members’ Roundtable.
- 14) City Administrator’s Report.
- 15) Mayor’s Comments.
- 16) Executive Session – Litigation & Personnel.
- 17) Adjourn.

RIVERTON CITY COUNCIL

Minutes of the Regular Council Meeting Held November 15, 2022 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, Michael Bailey, Dean Peranteaux, Kyle Larson, and Kristy K. Salisbury. Council Member Bailey led the pledge of allegiance; and Mayor Gard conducted the invocation.

City Staff present were: City Clerk/Human Resource Director Kristin S. Watson, City Administrator Kyle J. Butterfield, Interim Public Works Director Brian Eggleston, Police Captain Wes Romero, Finance Director Mia Harris, Community Development Director Michael Miller, and Administrative Assistant Tisha Tuttle.

Approval of the Agenda – Council Member Borders moved, seconded by Council Member Peranteaux to approve the agenda as presented. Motion passed unanimously.

Consent Agenda – City Clerk/Human Resource Director Kristin S. Watson read the consent agenda items by title only: Approval of the Minutes – November 1, 2022 Regular Council Meeting; Approval of the Minutes – November 7, 2022 Special Council Meeting; Approval of the Minutes – November 7, 2022 Executive Session; Approval of the Minutes – November 15, 2022 Finance Committee Meeting; Approval of the Finance Committee Recommendations – November 15, 2022, claims to be paid in the amount of \$1,306,110.60, Elan credit card in the amount of \$3,202.03, manual check in the amount of \$62.51, payroll & liabilities for 11/4/22 in the amount of \$216,563.66, for a total of \$1,525,938.80. Council Member Peranteaux moved, seconded by Council Member Bailey to approve the consent agenda as presented. Motion passed with Council Member Peranteaux abstaining from the Traveling Computers claim and Council Member Bailey abstaining from the Bailey Enterprises claim.

Retirement Recognition for Dave Paskett – Community Development Director Michael Miller recognized Dave Paskett for his 30-year career and his commitment and service to the City of Riverton. Mr. Paskett was congratulated by Council, staff and his peers.

Public Hearing & Consideration of Sale of Property: Lot 3 Piper Drive – City Administrator Kyle J. Butterfield reported on the proposed sale of property located at Lot 3 of the RIW Industrial Park First Addition. Council Member Salisbury moved, seconded by Council Member Bailey to open the public hearing. Motion Passed unanimously. There being no one to speak, Council Member Bailey moved, seconded by Council Member Larson to close the public hearing. Motion passed unanimously. Council Member Cox moved, seconded by Council Member Salisbury to approve the sale of property located at Lot 3 of the RIW Industrial Park First Addition to Randall Lee Dolcater in the amount of \$35,000.00. Motion passed unanimously.

Bid Award: Sage and Mesquite Sewer Project – Interim Public Works Director Brian Eggleston reported on the two bids received for the Sage and Mesquite Sewer project. Council Member Borders moved, seconded by Council Member Bailey to award the Sage and Mesquite Sewer Project to Jerry Bornhoft Construction (JBC) Inc. in the amount of \$226,079.00. Motion passed unanimously.

Bid Award: Waste Water Treatment Plant Inflow Pump Replacement Project – Interim Public Works Director Brian Eggleston reported on the bid received for the Wastewater Treatment Plant Inflow Pump Replacement project. Council Member Bailey moved, seconded by Council Member Peranteaux to award the Wastewater Treatment Plant Inflow Pump Replacement Project to Jerry Bornhoft Construction (JBC) Inc. in the amount of \$100,558.00. Motion passed, with Council Member Borders, Cox, Bailey, Peranteaux, Salisbury, and Mayor Gard voting aye; and Council Member Larson voting nay.

Small Business Proclamation – Mayor Gard proclaimed November 26, 2022, as “Small Business Saturday” in Riverton and urged the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year. No action was taken.

Council Committee Reports & Council Members’ Roundtable – Council Member Peranteaux attended the FCSD #25 Recreation Board meeting. Council Member Larson reported on the FCSWDD and Airport Board meetings. Council Member Salisbury attended the Chamber meeting and their new website will be up and functional soon. Council Member Bailey served at the veteran’s breakfast where they served over 140 veterans and their families. Council Member Cox commented on her positive flight experience from Riverton, the November 26, 2022 tree lighting at 6:30 p.m., and the PAWS meeting.

City Administrator Report – City administrator Kyle Butterfield discussed opportunities on community boards. Mr. Butterfield reported that the Airport Board meeting will be held on Friday. Mr. Butterfield commented on the vandalism at Jaycee Park and the temporary repair of the shelter. The FORCC committee will be considering Davis

Lane as a priority, as well as chip seals and payment preservation throughout the City.

Mayor's Comments – Mayor Gard commented on the Hill Street options that were discussed at the FORCC meeting. Mayor Gard attended the Brunton Open House, Neighborhood Watch Meeting, and CWC Basketball games.

Executive Session – Council Member Bailey moved, seconded by Council Member Peranteaux to convene into executive session for the purpose of Personnel. Motion passed unanimously at 7:37 PM. Mayor Gard invited City Administrator Kyle J. Butterfield, City Clerk/Human Resource Director Kristin S. Watson, and the City’s Attorney Rick Sollars. Council Member Cox moved, seconded by Council Member Borders to reconvene into regular session. Motion passed unanimously at 8:24 p.m. Council Member Peranteaux motioned, seconded by Council Member Salisbury to direct staff to accept the employment contract for Brian Eggleston as Public Works Director. Motion passed unanimously.

Adjourn – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council Meeting at 8:24 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:

RIVERTON MUNICIPAL COURT REPORT

CASH RECEIPTING OCTOBER 28 THROUGH NOVEMBER 24, 2022

TOTAL DOCKETS FOR NOVEMBER 127									
	TOTAL	ADMIN			CREDIT				TOTAL
DATE	RECVD	FEES	FINES	COSTS	CARD	BOND	VCF	REST	RECVD
10/28-11/3/22	\$ 2,824.50	\$ 2.00	\$ 1,909.50	\$ 20.00	\$ 443.00	\$ 450.00			\$ 2,824.50
11/4-11/10/22	\$ 951.75		\$ 651.75	\$ 10.00	\$ 190.00	\$ 100.00			\$ 951.75
11/11-11/17/22	\$ 4,150.00	\$ 1,410.00	\$ 2,018.00	\$ 90.00	\$ 232.00	\$ 400.00			\$ 4,150.00
11/18-11/24/22	\$ 1,933.75	\$ 2.00	\$ 757.75	\$ 30.00	\$ 719.00	\$ 425.00			\$ 1,933.75
SUB TOTAL	\$ 9,860.00	\$ 1,414.00	\$ 5,337.00	\$ 150.00	\$ 1,584.00	\$ 1,375.00	\$ -	\$ -	\$ 9,860.00
VCF	\$ -								
REST	\$ 20.00	PD W/ CC 11/3							
BOND M	\$ 1,375.00								
OVER PAY									
<u>BCK GRNDS</u>									
E Shoshone	\$ 90.00								
WRC	\$ 260.00								
TOTAL	\$ 8,675.00								
							JUDGE MCKEE		

**RIVERTON MUNICIPAL COURT
REPORT**

**CASH RECEIPTING
AUGUST 26 THROUGH SEPTEMBER 1, 2022**

TOTAL DOCKETS FOR OCTOBER 54									
	TOTAL	ADMIN			CREDIT				TOTAL
DATE	RECVD	FEES	FINES	COSTS	CARD	BOND	VCF	REST	RECVD
9/30-10/6/2022	\$ 3,152.00	\$ 4.00	\$ 901.00	\$ 10.00	\$ 287.00	\$ 1,850.00	\$ 100.00		\$ 3,152.00
10/7-10/13/22	\$ 2,586.75	\$ 1,650.00	\$ 529.75	\$ 30.00	\$ 377.00				\$ 2,586.75
10/14-10/20/22	\$ 1,744.50	\$ 6.00	\$ 669.50		\$ 569.00	\$ 500.00			\$ 1,744.50
10/21-10/27/22	\$ 1,486.00	\$ 4.00	\$ 700.00	\$ 30.00	\$ 152.00	\$ 600.00			\$ 1,486.00
SUB TOTAL	\$ 8,969.25	\$ 1,664.00	\$ 2,800.25	\$ 70.00	\$ 1,385.00	\$ 2,950.00	\$ 100.00	\$ -	\$ 8,969.25
VCF	\$ 100.00								
REST	\$ 82.04	\$82.04 pd w/ cc 10/7							
BOND M	\$ 2,950.00								
OVER PAY									
<u>BCK GRNDS</u>									
E Shoshone	\$ 40.00								
WRC	\$ 260.00								
TOTAL	\$ 6,257.21								
							JUDGE MCKEE		

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

FROM: Brian Eggleston, Public Work Director

THROUGH: Kyle Butterfield, City Administrator

DATE: December 6, 2022

SUBJECT: Sale of Surplus Vehicles to the Town of Dubois, Wyoming

Recommendation: The Riverton City Council approves the sale of one (1) 1990 Ford F250 Dump Truck and one (1) 1999 Dodge 2500 Utility Truck to the Town of Dubois, Wyoming.

Background: Staff were contacted by Dubois, Wyoming, Mayor John Meyer, in reference to the possibility of the Town of Dubois acquiring surplus work trucks for the town's use. The above-identified vehicles, although in need of repairs, could fit the needs of the Town of Dubois.

Discussion: Wyoming State Statute 15-1-112(b)(i)(C) states that a city or town, upon terms the governing body thereof determines, without advertising the sale or calling for bids, and after a public hearing, notice of which shall include the appraised value of the property involved, and is published at least once a week for three (3) consecutive weeks in a newspaper of general circulation in the county in which the city or town is located, may sell the property to any political subdivision of the state.

Both vehicles have been fully depreciated for several years, and are not being considered for repair due to the cost of parts and labor. Each of the vehicles is in very rough shape and suffer from mechanical and electrical issues however, both vehicles do run.

In an effort to provide the City Council of an approximated value for the vehicles, pricing was researched, based on current market value. Low retail value of the 1990 Ford F350 dump truck is \$2,605.00, based on a vehicle that is mechanically sound but has cosmetic issues. The low retail value of the 1999 Dodge utility truck is \$2,775.00, which is also based on a vehicle that is mechanically sound with cosmetic issues. Repairing the vehicles, if it were to be considered, would exceed the actual value of the vehicles. Both vehicles would normally proceed to auction in the future at this point. Even if auctioned, it is estimated that the trucks would sell for less than \$1,000.00 each.

Staff recommends selling the vehicles to the Town of Dubois for \$5.00 each. This would provide much-needed vehicles to a municipality, in Fremont County, at a reasonable cost. Not only would it be a great gesture, supporting a sister community, but with the small upfront investment purchasing the vehicles, it would be more affordable for the town to make the repairs to the vehicles.

Budget Impact: The impact to the budget would be negligible.