

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held April 7, 2026
7:00 PM

The regular meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Tim Hancock at 7:01 p.m. City Council Members present were Eric Carr, Rebecca Brothers, Mike Bailey, Karla Borders, Kyle Larson, and Karen Johnson. Council Member Borders led the Pledge of Allegiance, and Council Member Larson conducted the invocation.

Mayor Hancock declared a quorum of the council.

City Staff present: City Administrator Kyle Butterfield, Administrative Services Director Mia Harris, Public Works Director Brendan Thoman, Police Chief Eric Hurtado, Dispatch Supervisor Sarah Nelson, and Community Development Director Gary Michaud.

Approval of the Agenda – Council Member Johnson moved, seconded by Council Member Borders, to approve the agenda with the amendment to insert an item after agenda item 6 to be titled “Retirement Recognition – Kristi Petersen”, remove agenda item 13 titled “Airport Lease Agreements – Ground Lease for FBO Terminal & Fuel Tank”, and amend item number 18 to read “Consideration of Bid: Water Treatment Plant Tank Rehabilitation.” The motion passed unanimously.

Retirement Recognition – Kristi Petersen – Community Development Director Gary Michaud took a moment to recognize Kristi Petersen and wished her a happy retirement, honoring her dedicated service to the City of Riverton.

Introduction & Oath of Office: Dispatcher – Police Chief Eric Hurtado introduced Dispatcher Kayla Pritchard, and Mayor Hancock conducted the Oath of Office.

National Public Safety Telecommunicators Week Proclamation – Mayor Hancock presented a proclamation declaring April 12 through April 18, 2026, as Public Safety Telecommunicators Week.

Council Committee Reports & Council Members' Roundtable – During the roundtable, Council Members provided updates on recent meetings, activities, and upcoming community events. Council Member Larson reported attending a 250th Semiquincentennial meeting. Council Member Johnson reported attending the Fremont County Law Enforcement Foundation Ballgowns and Badges banquet and expressed appreciation to dispatchers for their service. Council Member Carr reported attending a Planning Commission meeting. Council Member Brothers reported attending the Wind River Job Corps graduation, a Youth Council meeting, the Central Wyoming College production of the Secret Garden, and the Fremont County School District #25 Recreation Board meeting. Council Member Bailey reported attending both a 250th Semiquincentennial meeting and a River Valley Recreation Group meeting. Council Member Borders reported on the upcoming Boys and Girls Club Breakfast event and her attendance at a 250th Semiquincentennial meeting.

City Administrator's Report – City Administrator Butterfield expressed appreciation to Krisi Petersen and echoed positive remarks regarding the Riverton Police Department dispatchers, outlined the upcoming Fix Our Roads Citizens Committee (FORCC) meeting and forthcoming wastewater treatment plant and slurry seal projects, and provided updates on the newly approved school zone designation, thanking FCSD #25 for installing two lighted crosswalks in the area, as well as updates on yard waste collection and the Wyoming Association of Municipalities (WAM) Summer Conference; he also reported attending the FCLEF banquet. He reminded the council of the upcoming work session regarding Community Services Contracts and activities within the Community Development Department. He also provided updates regarding the Police Department, expressed appreciation to Representative Larson for engaging with the Riverton Youth Council, and shared updates on the ¾% optional tax and the Airport Fixed Base Operator (FBO).

Youth Council Update – Members of the Youth Council presented an update on recent efforts and community engagement.

Mayor's Comments – Mayor Hancock reported attending the FCLEF banquet, provided updates on road striping, the Verizon tower lease agreement, and the Wind River Visitors Council, and expressed appreciation for the Joint Committee's work regarding the ¾% optional tax.

Communication from the Floor – John Kornder asked the council for permission to host a memorial car show at City Park or the City Hall parking lot. Cindy Olson-Roden, representing the Riverton Chamber and Visitors Center, provided updates on upcoming community events and initiatives. Andrea Watson-Martinez provided updates on Wind River Job Corps.

Consent Agenda – Administrative Services Director Mia Harris read the consent agenda items by title only: Minutes of the March 17, 2026 Regular Council Meeting; Minutes of the April 7, 2026 Finance Committee Meeting; Finance

Committee Recommendations from April 7, 2026; Municipal Court Report for the month of March 2026; Open Container Permit Application: Riverton Lions Club, Annual Club Picnic @ Sunset Park, June 1, 2026, 5:00 p.m. – 8:00 p.m. Finance Committee Chair Eric Carr reported that the Finance Committee approved claims to be paid in the amount of \$285,259.75, manual checks in the amount of \$47,602.39, payroll & liabilities for March 20, 2026, and payroll for April 2, 2026 in the amount of \$694,905.81, for a total of \$1,027,767.95. Council Member Borders moved, seconded by Council Member Bailey, to approve the consent agenda as presented. The motion passed unanimously.

Community Committee Appointment: Riverton Rendezvous Balloon Committee – Administrative Services Director Mia Harris reported on a vacancy on the Riverton Rendezvous Balloon Committee. Council Member Larson moved, seconded by Council Member Borders, to approve the mayoral appointment of Kimberly Hummel to serve on the Riverton Rendezvous Balloon Committee for a two-year term expiring December 2027. After discussion involving the council, the motion passed unanimously.

Consideration of Resolution No. 1546: AIP 64 Grant Application – Public Works Director Brendan Thoman reported on Resolution No. 1546. This resolution would support the application for federal and state grant funding for the installation of a self-serve fuel station at Central Wyoming Regional Airport. Administrative Services Director Mia Harris read Resolution No. 1546 by title only. Council Member Carr moved, seconded by Council Member Borders, to adopt Resolution No. 1546. After discussion involving the council and city staff, the motion passed unanimously.

Consideration of Resolution No. 1547: Edward Byrne Memorial Justice Assistance Grant Application – Lead Dispatcher Sarah Nelson reported on Resolution No. 1547. This resolution would support the submission of the Edward Bryne Memorial Justice Assistance Grant to purchase a license to fully outfit a third call-taking station in the dispatch center. Administrative Services Director Mia Harris read Resolution No. 1547 by title only. Council Member Bailey moved, seconded by Council Member Larson, to adopt Resolution No. 1547. After discussion involving the council and city staff, the motion passed unanimously.

Recess – Mayor Hancock called for a recess at 8:37 p.m. and reconvened the meeting at 8:46 p.m.

Consideration of Resolution No. 1548: Dissolution of the Rendezvous Activity Center Committee – City Administrator Kyle Butterfield reported on Resolution No. 1548. This resolution would dissolve the Rendezvous Activity Center Committee. Administrative Services Director Mia Harris read Resolution No. 1548 by title only. Council Member Bailey moved, seconded by Council Member Borders, to adopt Resolution No. 1548. After discussion involving the council, the motion passed unanimously.

Procurement of Truck-Mounted Crane – Public Works Director Brendan Thoman reported on the Collection and Distribution’s new utility truck and requested additional needs for upfitting. Council Member Carr moved, seconded by Council Member Bailey, to approve the purchase of an auto crane to be installed on the crane-ready body of the new Collection and Distribution utility truck in the amount of \$28,123.55. After discussion involving the council and city staff, the motion passed unanimously.

Consideration of Bid: Water Treatment Plant Tank Rehabilitation – Public Works Director Brendan Thoman reported on the Water Treatment Plant (WTP) Tank Rehabilitation Project. Council Member Borders moved, seconded by Council Member Carr, to approve the bid from Viking Painting, LLC in the amount of \$744,496.00 for the WTP Water Tank Rehabilitation Project. After discussion from the council and city staff, the motion passed unanimously.

Police Department Vehicle Replacement – Police Chief Eric Hurtado reported on the procurement of replacement Police Department vehicles. Council Member Bailey moved, seconded by Council Member Carr, to approve the purchase of one (1) 2019 Chevrolet Tahoe 4WD PPV Police SUV (Stock # R-7381) and one (1) 2019 Chevrolet Tahoe 4WD PPV Police SUV (Stock # R-7382) for the amount of \$64,290 from Chicago Motors Inc. After discussion involving the council and city staff, the motion passed with Mayor Hancock and Council Members Carr, Brothers, Bailey, Borders, and Larson voting aye, and Council Member Johnson voting nay.

Additional Services Addendum – Self-Serve Fuel Station Project – Public Works Director Brendan Thoman reported on the Self-Serve Fuel Station Project at Central Wyoming Regional Airport. Council Member Brothers moved, seconded by Council Member Borders, to approve the additional services addendum for Ardurra Group, Inc. to finalize the design and bid the Self-Serve Fuel Station Project. The motion passed unanimously.

Adjourn – There being no further business to come before the Council, Council Member Carr moved, seconded by Council Member Johnson, to adjourn the Regular Council meeting at 9:29 p.m. The motion passed unanimously.

CITY OF RIVERTON, WYOMING

Tim Hancock
Mayor

ATTEST:

Mia Harris
Administrative Services Director

Publication Date: April 25, 2026