

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held June 2, 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 (telephonically), Mike Bailey, Kyle Larson, and Karen Johnson. Mayor Hancock led the Pledge of Allegiance, and Council Member Bailey gave the invocation.

Roll call was conducted. Council Member Carr moved, seconded by Council Member Johnson, to excuse Council Member Karla Borders from the meeting. The motion passed unanimously. 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, Community Development Director Gary Michaud, Animal Control Officer Shannon Sanderson, and Deputy City Clerk Max Batista.

Approval of the Agenda – Council Member Johnson moved, seconded by Council Member Bailey, to approve the agenda as presented. After discussion involving the council, the motion passed unanimously.

Retirement Recognition – Tim Hugus – Administrative Services Director Mia Harris took a moment to recognize Tim Hugus and wished him a happy retirement, honoring his 22 years of dedicated service to the City of Riverton.

Citizen Recognitions – Police Chief Eric Hurtado introduced and recognized Paul Bailey, Carley Clausen, Daniel Adcock, Leonard Kosirog, Tad Davidson, Lisa Cook, and Saben Bowlsby for their dedication to serving and helping others, presenting them with Meritorious Awards and Certificates of Appreciation.

Council Committee Reports & Council Members' Roundtable – Council Member Bailey expressed his appreciation for living in Riverton after observing the citizen recognitions. Council Member Carr wished Tim Hugus a happy retirement and expressed gratitude to the community and its citizens. Council Member Johnson also congratulated Tim Hugus on his retirement, recognized and thanked the citizens, and reminded residents to check their smoke detectors. Council Member Larson reported on attending the 250th Celebration meeting. Council Member Brothers echoed the appreciation expressed for the citizens.

City Administrator's Report – City Administrator Kyle Butterfield reported on the upcoming Fix Our Roads Citizens Committee (FORCC) meeting. He expressed appreciation to the Community Development Department for launching the Brownfields Program and provided a construction update on the Riverview Road Project. Mr. Butterfield also informed the Council and the public about the 250th Anniversary of the First Public Reading of the Declaration of Independence, scheduled for July 8, 2026, at Veterans Park, and encouraged community attendance. He further expressed his appreciation to the community for its response to the recent tragic fire and thanked Tim Hugus for his service, wishing him a happy retirement.

Mayor's Comments – Mayor Hancock reported on his attendance at the Fremont County Association of Governments (FCAG) meeting. He also reminded citizens to research the candidates and issues on the ballot as the upcoming election season approaches.

Communication from the Floor – Andrea Watson-Martinez provided the council with an update relating to the Wind River Job Corps. Wind River Transportation Authority Director Tim Nichols provided an update relating to public transportation. Paul Bailey provided insight to the newly designated school zone signs.

Consent Agenda – Administrative Services Director Mia Harris read the consent agenda items by title only: Minutes of the May 19, 2026 Regular Council Meeting; Minutes of the June 2, 2026 Finance Committee Meeting; Finance Committee Recommendations from June 2, 2026. Finance Committee Chair Eric Carr reported that the Finance Committee approved claims to be paid in the amount of \$224,092.16 and payroll & liabilities for May 15, 2026, and payroll for May 29, 2026, in the amount of \$586,989.09, for a total of \$811,081.25. Council Member Larson moved, seconded by Council Member Bailey, to approve the consent agenda as presented. The motion passed unanimously.

Council Member Bailey moved, seconded by Council Member Carr, to approve the Wind River Visitors Council Budget as presented in the packet. After discussion involving the council and public, the motion passed unanimously.

Wind River Visitors Council Board Appointment – City Administrator Kyle Butterfield reported on a vacancy on the Wind River Visitors Council. Council Member Larson moved, seconded by Council Member Bailey to reappoint Hal Herron to serve his last eligible year on the Wind River Visitors Council. After discussion involving the council and public, the motion passed unanimously.

Recess – Mayor Hancock called for a recess at 8:15 p.m. and reconvened the meeting at 8:25 p.m.

Community Committee Appointment – Paws for the Cause – City Administrator Kyle Butterfield reported on the vacancies on the Paws for the Cause Committee. Following discussion among the Council and City staff, Council Member Bailey moved, seconded by Council Member Johnson, to appoint Kimberly Preletz as the veterinarian representative and Chancey Wilczewski and Amanda Wood as at-large members of the Paws for the Cause Committee. The motion passed unanimously.

Community Service Contract Award Prioritization – City Administrator Kyle Butterfield reported on the community service contracts. After discussion involving the council, city staff, Council Member Carr moved Seconded by Council Member Bailey, to award Eagle’s Hope Transitions \$15,000.00, Juvenile Justice Services of Fremont County \$20,000.00, Paws for Life Animal League \$20,000.00, R Recreation \$100,000.00, Riverton Chamber & Visitors Center \$15,000.00, Riverton’s Mercy House \$35,000.00, Riverton Volunteer Firemen \$5,000.00, and Wind River Transportation Authority \$30,000.00, for the Fiscal Year 2027 Community Service Contracts. After discussion involving the council, the motion failed with Council Members Carr, Bailey, and Larson voting aye, and Mayor Hancock and Council members Brothers, and Johnson voting nay.

Council Member Carr moved Seconded by Council Member Bailey, to award Eagle’s Hope Transitions \$15,000.00, Juvenile Justice Services of Fremont County \$20,000.00, Paws for Life Animal League \$20,000.00, R Recreation \$100,000.00, Riverton Chamber & Visitors Center \$15,000.00, Riverton’s Mercy House \$40,000.00, Riverton Volunteer Firemen \$5,000.00, and Wind River Transportation Authority \$25,000.00, for the Fiscal Year 2027 Community Service Contracts. After discussion involving the council and public, the motion passed unanimously.

Public Hearing & Consideration of Ordinance No. 26-004, 2nd Reading: Animal Control – Police Chief Eric Hurtado reported on Ordinance No. 26-004, which would amend Riverton Municipal Code Chapter 6 “Animals Generally.” Administrative Services Director Mia Harris read Ordinance No. 26-004 by title only. Council Member Larson moved, seconded by Council Member Johnson, to open the public hearing. The motion passed unanimously. After discussion involving the public, council, and city staff, Council Member Carr moved, seconded by Council Member Bailey, to close the public hearing. The motion passed unanimously.

Council Member Johnson moved, seconded by Council Member Carr, to adopt Ordinance No. 26-004 on second reading. The motion passed unanimously.

Consideration of Bid: 2026 Pavement Slurry Seal Project – Public Works Director Brendan Thoman reported on the 2026 Pavement Slurry Seal Project. Council member Larson moved, seconded by Council Member Bailey, to award the bid for the 2026 Pavement Preservation Slurry Seal Project in the amount of \$256,629.00 to American Pavement Preservation. After discussion involving the council and city staff, the motion passed unanimously.

Consideration of Bid: Vac Truck – Public Works Director Brendan Thoman reported on the recent bid of a new Vac Truck. Council Member Larson moved, seconded by Council Member Carr, to approve the purchase on one new Sewer/Industrial Vacuum Truck provided by Jack’s Truck Center in the amount of \$669,987.00. After discussion involving the council and city staff, the motion passed unanimously.

Resolution No. 1555: BJA FY Rural LE Violent Crime Reduction Initiative – Police Chief Eric Hurtado reported on Resolution No. 1555. This resolution would allow for the submission of the BJA FY25 Rural Law Enforcement Violent Crime Reduction Initiative grant. Administrative Services Director Mia Harris read Resolution No. 1555 by title only. Council Member Carr moved, seconded by Council Member Bailey, to adopt Resolution No. 1555. After discussion involving the council and city staff, the motion passed unanimously.

Resolution No. 1556: COPS Hiring Grant – Police Chief Eric Hurtado reported on Resolution No. 1556. This resolution would allow for the submission of the United States Department of Justice COPS Hiring grant. Administrative Services Director Mia Harris read Resolution No. 1556 by title only. Council Member Larson moved, seconded by Council Member Bailey, to adopt Resolution No. 1556. After discussion involving the council and city staff, the motion passed unanimously.

Verizon Tower Lease Ground – City Administrator Kyle Butterfield reported on the expired Verizon Wireless Ground Lease. Council Member Larson moved, seconded by Council Member Carr, to accept the new offer sheet submitted by Verizon Wireless regarding the expired ground lease located adjacent to Airport Road. After discussion involving the council, the motion passed unanimously.

Fiscal Year 2026 Financial Audit Services Selection – Administrative Services Director Mia Harris reported on the Audit Services Request for Proposals (RFP). Council member Johnson moved, seconded by Council Member Carr, to approve the Selection Committee’s recommended firm ClingerHagerman for professional audit services for the fiscal year ending June 30, 2026, and authorize staff to prepare the Auditing Services Agreement, including optional renewal years as outlined in the RFP. The motion passed unanimously.

Council Member Bailey moved, seconded by Council Member Carr, to approve the Selection Committee’s recommended firm Wade Hirschi, CPA PC for professional non-attest services for the fiscal year ending June 30,

2026, and authorize staff to prepare the Auditing Services Agreement, including optional renewal years as outlined in the RFP. The motion passed unanimously.

Fixed Based Operator Recommendation – Public Works Director Brendan Thoman reported on the Fixed Based Operator Services at Central Wyoming Regional Airport. Council Member Larson moved, seconded by Council Member Johnson, to give consent to begin negotiations with the top-rated proposal, Five Rivers Aviation, for Fixed Based Operator services at the Central Wyoming Regional Airport. The motion passed unanimously.

Adjourn – There being no further business to come before the Council, Council Member Larson moved, seconded by Council Member Johnson, to adjourn the Regular Council meeting at 10:23 p.m. The motion passed unanimously.

CITY OF RIVERTON, WYOMING

Tim Hancock
Mayor

ATTEST:

Mia Harris
Administrative Services Director

Publication Date: June 24, 2026