

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held August 4, 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, Mike Bailey, and Karla Borders. Council Member Carr led the Pledge of Allegiance, and Council Member Bailey gave the invocation.

Roll call was conducted. Council Member Borders moved, seconded by Council Member Bailey, to excuse Council Members Kyle Larson and Karen Johnson from the meeting. The motion passes 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 Lieutenant Eric Smits, Community Development Director Gary Michaud, and Deputy City Clerk Max Batista.

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

Recognition of Former Councilwoman Rebecca Brothers – City Administrator Kyle Butterfield and Mayor Hancock recognized former Councilwoman Rebecca Brothers and presented a plaque in appreciation of her service on the Riverton City Council.

Council Committee Reports & Council Members' Roundtable – Council Member Borders reported on her attendance at Fremont County Fair events. Council Member Carr expressed his appreciation for the opportunity to work with former Council Member Rebecca Brothers. Council Member Bailey reported on his attendance at River Valley Recreation meetings, Fremont County Fair events, and National Night Out. He also reported on the upcoming Fix Our Roads Citizens Committee meeting.

City Administrator's Report – City Administrator Kyle Butterfield expressed his appreciation to the Riverton Police Department for coordinating the National Night Out event. Mr. Butterfield reported on upcoming meetings, including the Fix Our Roads Citizens Committee and Planning Commission, provided updates on ongoing construction projects, and reminded citizens to slow down in school zones as the new school year begins.

Mayor's Comments – Mayor Hancock reported on his attendance at Fremont County Fair events, National Night Out, the Fremont County School District (FCSD) #25 Recreation Board meeting, and the Fremont County Association of Governments (FCAG) meeting.

Communication from the Floor – Grace Andrus of Riverton's Mercy House provided a brief report on statistics since the facility's opening and asked the Council to consider ways to improve the safety of residents in local parks. Cindy Olson-Roden, representing the Riverton Chamber and Visitors Center, provided updates on upcoming community events and initiatives.

Youth Council Update – Members of the Riverton Youth Council presented an update on their recent volunteer efforts and community engagement. They also expressed their appreciation for the opportunity to work with former Council Member Rebecca Brothers and their enthusiasm for working with their new City Council liaison, Council Member Eric Carr.

Consent Agenda – Administrative Services Director Mia Harris read the consent agenda items by title only: Minutes of the July 21, 2026 Regular Council Meeting; Minutes of the August 4, 2026 Finance Committee Meeting; Finance Committee Recommendations from August 4, 2026. Council Member Carr reported that the Finance Committee approved claims to be paid in the amount of \$135,343.07, manual checks in the amount of \$11,026.44, and payroll & liabilities for July 24, 2026, in the amount of \$517,948.31, for a total of \$664,317.82. Council Member Bailey moved, seconded by Council Member Borders, to approve the consent agenda as presented. The motion passed unanimously.

Appointments to Paws for the Cause Committee – Police Lieutenant Eric Smits provided an update on the Paws for the Cause Committee. Council Member Bailey moved, seconded by Council Member Carr, to appoint Devon Kellerhall as the Paws Board representative and Shannon Sanderson as the Riverton Police Department representative to the Paws for the Cause Committee. The motion passed unanimously.

Consultant Selection – Bi-Centennial Subdivision Design – Public Works Director Brendan Thoman reported on the Bi-Centennial Subdivision Reconstruction Project. Council Member Borders moved, seconded by Council Member Bailey, to give consent to begin contract negotiations with the top-rated firm, Inberg-Miller Engineers, for design contact services for the Bi-Centennial Subdivision Reconstruction Project. After discussion involving the council and city staff, the motion passed unanimously.

Internet Service Agreement – Lumen Technologies Group – City Administrator Kyle Butterfield reported on the current Lumen contract for internet services. Council Member Carr moved, seconded by Council Member Bailey, to approve the new 36-month Lumen contract for a dynamic circuit, with a backup circuit at the Airport Terminal Building. After discussion involving the council and city staff, the motion passed unanimously.

Lease Agreement – Airport Café – Public Works Director Brendan Thoman reported on a Lease Concession Agreement. Council Member Bailey moved, seconded by Council Member Borders, to approve a lease and concession agreement with Mom’s Place, LLC, Libbie Lenza. After discussion involving the council and city staff, the motion passed unanimously.

Lease Agreement – Airport Fuel Tanks – Public Works Director Brendan Thoman reported on a fuel farm and fuel flow agreement. Council Member Bailey moved, seconded by Council Member Borders, to approve the lease agreement with Five Rivers Jet Center RIW for the fuel farm and fuel flow fees at Central Wyoming Regional Airport. The motion passed unanimously.

Recess – Mayor Hancock called for a recess at 8:10 p.m. and reconvened the meeting at 8:22 p.m.

Discussion of Joint Powers Agreement – Fremont County Association of Governments – Mayor Hancock lead the discussion regarding the Joint Powers Agreement with the Fremont County Association of Governments. After discussion involving the council and city staff, no action was taken.

Interviews for Vacant Council Seat – Ward II – Mayor Hancock reported on the vacancy associated with Council Member Rebecca Brothers resignation from her Ward II seat. Interviews for the vacant Ward II seat were conducted with applicants Jerika Preston and Chancey Wilczewski. After interviews were conducted, no action was taken.

Executive Session - Personnel – Council Member Carr moved, seconded by Council Member Borders, to convene into executive session for the purpose of personnel. The motion passed unanimously at 8:55 p.m. Council Member Carr moved, seconded by Council Member Borders, to reconvene into regular session. The motion passed unanimously at 9:15 p.m.

Appointment of Ward II Council Seat – Administration of Oath of Office – Council Member Borders moved, seconded by Council Member Bailey, to appoint Jerika Preston to serve the remainder of the vacant Ward II Council Seat. The motion passed unanimously. Mayor Hancock conducted the Oath of Office to Council Member Preston.

Executive Session - Litigation – Council Member Carr moved, seconded by Council Member Borders, to convene into executive session for the purpose of litigation. Invited to attend was City Administrator Kyle Butterfield. The motion passed unanimously at 9:19 p.m. Council Member Borders moved, seconded by Council Member Bailey, to reconvene into regular session. The motion passed unanimously at 9:34 p.m.

Adjourn – There being no further business to come before the Council, Council Member Carr moved, seconded by Council Member Borders, to adjourn the Regular Council meeting at 9:34 p.m. The motion passed unanimously.

CITY OF RIVERTON, WYOMING

Tim Hancock
Mayor

ATTEST:

Mia Harris
Administrative Services Director

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