

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held September 1, 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 7:00 p.m. City Council Members present were Eric Carr (telephonically), Jerika Preston, Mike Bailey, Karla Borders, Kyle Larson, and Karen Johnson. Council Member Preston led the Pledge of Allegiance, and Council Member Borders gave the invocation.

Roll call was conducted. Mayor Hancock declared a quorum of the council.

City Staff present: City Administrator Kyle Butterfield, Administrative Services Director Mia Harris, Airport Division Manager Bruce Ransom, Police Chief Eric Hurtado, Police Lieutenant Eric Smits, Community Development Director Gary Michaud, Water Treatment Plant Chief Operator Eric Wimber, and Public Works Operations Division Manager Colin Stalley.

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

Suicide Prevention Month Proclamation – Mayor Hancock presented a proclamation declaring the month of September 2026 as Suicide Prevention Month. Tauna Groomsmith and Carol Harper, representing the Fremont County Suicide Prevention Task Force, shared training opportunities and showed their appreciation for the proclamation.

Council Committee Reports & Council Members' Roundtable – Council Member Carr reported on his attendance at the Riverton Youth Council meeting. Council Member Preston reported on her attendance at the Riverton Chamber of Commerce meeting. Council Member Bailey reported on his attendance at the Riverton Valley Recreation Center, Wyoming Local Government Liability Pool (LGLP) Board, and Fix Our Roads Citizens Committee (FORCC) meetings. Mr. Bailey also reported on his meeting with Congresswoman Hageman and gubernatorial candidate Eric Barlow, as well as his recent trip to Alaska, during which he highlighted the Central Wyoming Regional Airport taxiway project. Council Member Borders reported serving as an election judge during the recent elections and provided information regarding the upcoming Fremont County School District No. 25 Recreation Board meeting and the Paws and Pearls event. Council Member Larson reported on his recent extensive travels. Council Member Johnson expressed her appreciation for the upcoming Council Work Session regarding electric scooters.

City Administrator's Report – City Administrator Kyle Butterfield reported on the upcoming Fix Our Roads Citizens Committee (FORCC) and Council Work Session meetings. Mr. Butterfield also reported on his attendance at the Wyoming Department of Transportation (WYDOT) Aeronautics Division public open house. He provided updates on Community Development and Riverton Police Department staffing, numerous grant funding opportunities, and the Safe Routes to Schools project. Additionally, Mr. Butterfield recognized Airport Division Manager Bruce Ransom for receiving his Accredited Airport Executive (AAE) designation through the American Association of Airport Executives (AAAE).

Mayor's Comments – Mayor Hancock reported on the Central Wyoming College (CWC) Law Enforcement Academy. Mr. Hancock reported on his attendance during the Fremont County Association of Governments (FCAG) meeting and reported that FCAG is looking to hire an Emergency Medical Services (EMS) Director, as FCAG will now be taking over ambulance services. Additionally, Mr. Hancock reported that the Optional ¾% Sales & Excise Tax passed during the August 18, 2026 election.

Youth Council Update – Members of the Riverton Youth Council provided an update on upcoming officer elections, welcomed a new Youth Council member, discussed regular business, and reported on recent volunteer efforts.

Communication from the Floor – Cindy Olson Roden, representing the Riverton Chamber and Visitors Center, provided updates on upcoming community events and initiatives.

Consent Agenda – Administrative Services Director Mia Harris read the consent agenda items by title only: Minutes of the August 18, 2026 Regular Council Meeting; Minutes of the September 1, 2026 Finance Committee Meeting; Finance Committee Recommendations from September 1, 2026. Council Member Bailey reported that the Finance Committee approved claims to be paid in the amount of \$218,358.52, payroll & liabilities for August 21, 2026, in the amount of \$516,664.34, for a total of \$735,022.86, and the internal transfer of \$10,000.00 to the Riverton Rendezvous Balloon Committee from the Tourism Asset Development (TAD) fund. Council Member Borders moved, seconded by Council Member Preston, to approve the consent agenda as presented. The motion passed unanimously.

Public Hearing & Consideration: Fireworks Permit Application, Fremont County School District No. 25, September 11, 2026, September 18, 2026, October 2, 2026, October 23, 2026, October 30, 2026, November 6, 2026 – Administrative Services Director Mia Harris reported on a Fireworks Permit Application submitted by the Fremont County School District No. 25. This permit would allow the Riverton High School to detonate the cannon and canister fireworks for the home varsity football games. Council Member Larson moved, seconded by Council Member Bailey, to open the public hearing. The motion passed unanimously. After discussion involving the public, Council Member Bailey moved, seconded by Council Member Borders, to close the public hearing. The motion passed unanimously. After discussion involving the council and public, Council Member Johnson moved, seconded by Council Member Preston, to approve the Fireworks Permit for the Fremont County School District No. 25. The motion passed unanimously.

Recess – Mayor Hancock called for a recess at 7:56 p.m. and reconvened the meeting at 8:05 p.m.

Consideration of Bid: Water Treatment Plant Operations Truck – Water Treatment Plant Chief Operator Eric Wimber reported on the budgeted Water Treatment Plant operations truck. After discussion involving the council and city staff, Council Member Bailey moved, seconded by Council Member Borders, to award the bid for a new three-quarter-ton, crew cab, 4WD standard 8-foot bed work truck, with wing plow and lift gate to Fremont GMC in the amount of \$67,596.00. The motion passed unanimously.

Consideration of Bid: Sanitation Truck – Public Works Operations Division Manager Colin Stalley reported on the budgeted Sanitation truck. Council Member Larson moved, seconded by Council Member Johnson, to approve the purchase of a new cab-forward refuse truck with automated side loader and blade-style compactor from Jackson Group Peterbilt, Casper, in the amount of \$423,421.00. After discussion involving the council and city staff, the motion passed unanimously.

Lease Agreement Amendment – Airport Café: Mom’s Place, LLC – Airport Division Manager Bruce Ransom reported on the proposed lease agreement amendment with Mom’s Place, LLC. Council Member Borders moved, seconded by Council Member Bailey, to approve Amendment One to the current lease agreement with Mom’s Place, LLC. After discussion involving the council and city staff, the motion passed unanimously.

Consideration of Airport Layout Plan – City Administrator Kyle Butterfield reported on the Central Wyoming Regional Airport Master Plan. Council Member Borders moved, seconded by Council Member Preston, to approve the Airport Layout Plan (ALP) for the Central Wyoming Regional Airport as presented and authorize staff to submit the ALP to the Federal Aviation Administration (FAA) for review and approval as part of the Airport Master Plan. The motion passed unanimously.

Wayfinding Signage Ownership and Responsibility Agreement – City Administrator Kyle Butterfield reported on the Wayfinding Signage Project. Council Member Larson moved, seconded by Council Member Borders, to approve the Wayfinding Signage Ownership and Responsibility Agreement between the City of Riverton and the Wind River Visitors Council (WRVC). After discussion involving the council and public, the motion passed unanimously.

Airport Lease Amendment – General Services Administration – City Administrator Kyle Butterfield reported on the Lease Agreement between the City of Riverton and the United States of America. After discussion involving the council and city staff, Council Member Johnson moved, seconded by Council Member Larson, to approve an amendment to the LWY00285 Lease Agreement between the City of Riverton and the United States of America, acting through the General Services Administration (GSA), incorporating Federal Acquisition Regulation (FAR) 52.222-90, and give signatory authority to the City Administrator. The motion passed unanimously.

Paws for the Cause Committee Clarification – Police Chief Eric Hurtado reported on the Paws for the Cause Committee. After discussion involving the council, public, and city staff, Council Member Borders moved, seconded by Council Member Preston, to pause the Paws for the Cause Committee. After discussion involving the council, Council Member Borders rescinded her motion, and Council Member Preston rescinded her second. Council Member Borders moved, seconded by Council Member Bailey, to disband the Pause for the Cause Committee. After discussion involving the council, public, and city staff, the motion passed with Mayor Hancock and Council Members Carr, Preston, Bailey, Borders, and Johnson voting aye, and Council Member Larson voting nay.

Adjourn – There being no further business to come before the Council, the Council unanimously adjourned the Regular Council meeting at 9:16 p.m.

CITY OF RIVERTON, WYOMING

Tim Hancock
Mayor

ATTEST:

Mia Harris
Administrative Services Director

Publication Date: September 19, 2026