RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held January 3, 2023
7:00 PM

The regular meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Pro-tem Michael V. Bailey at 7:00 p.m. City Council Members present were Karla Borders, Lindsey Cox, Kyle Larson and Kristy K. Salisbury. Council Member Salisbury led the pledge of allegiance; and Council Member Larson conducted the invocation.

Roll call was conducted. Council Member Larson moved, seconded by Council Member Cox to excuse Council Member Dean Peranteaux from tonight's meeting. Motion passed unanimously. Mayor Pro-tem Bailey declared a quorum of the Council.

City Staff present: City Administrator Kyle J. Butterfield, City Clerk/Human Resource Director Kristin S. Watson, Public Works Director Brian Eggleston, Interim Chief of Police Wesley Romero, Finance Director Mia Harris, Community Development Director Michael Miller, and Deputy City Clerk/HR Generalist Megan Sims.

Approval of the Agenda – Council Member Salisbury moved, seconded by Council Member Cox 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 – December 20, 2022 Regular Council Meeting; Approval of the Minutes – January 3, 2023 Finance Committee Meeting; and Approval of the Finance Committee Recommendations – January 3, 2023 claims to be paid in the amount of $348,377.14, manual checks paid in the amount of $1,000.00, payroll & liabilities for 12/16/2022 in the amount of $386,449.45, for a total of $735,826.59. Council Member Cox moved, seconded by Council Member Borders to approve the consent agenda as presented. Motion passed unanimously.

Introduction and Oath of Office – Mayor and Council Members – City Clerk/Human Resource Director Kristin S. Watson introduced and conducted the Oath of Office for Mayor-Elect Tim Hancock.

Mayor Hancock introduced Council Members Kyle Larson, Karla Borders, and Michael Bailey who were elected to serve in Ward I, Ward II and Ward III, respectively. Mayor Hancock conducted the Oath of Office for Council Members Larson, Borders, and Bailey.

Leadership Ballots: City Council President & Vice President – City Administrator Kyle J. Butterfield and Interim Chief of Police Wesley Romero administered the secret ballot vote for the President and Vice President of the Council. After the ballots for President were collected and tallied, Mr. Butterfield announced Council Member Mike Bailey will be serving as the President of the Council. After the ballots were collected and tallied for Vice President, Mr. Butterfield announced Council Member Dean Peranteaux will be serving as the Vice President of the Council.

Communication from the Floor/Response to Citizen's Comments – Greg Tallabas and Carol Harper, with the Community Watch Program, approached the Council in regards to upcoming meetings, which will be held at the Riverton Senior Center. Mr. Tallabas expressed the need for Council and community support to keep the Community Watch Program moving forward. Ms. Harper also stated that due to the winter weather, zoom meetings are also available and meetings are held on the 2nd Thursday of each month.

Zachary Vogel, manager of Dominos, approached the Council regarding to the snow removal policy from 2017. Mr. Vogel expressed his concerns with the snow removal policy and suggested updating the policy due to changes in the priority as new businesses and medical facilities have now come to town. Mr. Vogel also stated his gratitude on the diligent work from the Public Works Department in clearing the streets.

City Council Committee Appointments – Mayor Hancock reported of identifying thirteen (13) committees that he would like the Council to serve on as liaisons. Mayor Hancock presented to the Council which board he has appointed them to serve on and each member would serve on 2-3 committees. The committee assignments were presented as follows: Mayor Hancock – FCAG, County Commission, EDGE; Council Member Bailey – WRVC, FORCC; Council Member Peranteaux – Airport, FCSD 25 Recreation; Council Member Borders – PAWS, Finances; Council Member Cox – Senior Center Endowment, FCSD 25 Recreation, EDGE; Council Member Larson – Finance, FCSWDD; Council Member Salisbury – Tribal, Finance, Chamber. Council Member Bailey moved, seconded by Council Member Cox to approve the Mayoral committee assignments as presented. Motion passed unanimously.

Citizen Board Appointments: EDGE Committee, Planning Commission, Riverton Rendezvous Committee, and Riverton Tree Board – City Administrator Kyle J. Butterfield reported on eight (8) boards/committees that are made up of community members. Of those committees, four (4) of them had vacancies and the City Clerk received letters of interests for the following committees: EDGE Committee, Planning Commission, Riverton Rendezvous Committee and the Riverton Tree Board. Council Member Larson moved, seconded by Council Member Borders to approve the Mayoral appointments for the EDGE Committee (Jeremy Hughes, Janet Winslow, Leonard Kosirog, Marissa Selvig,

Ryan Preston, Mary Axthelm, Eric Carr, Josh Saltsgaver (alt), Cody Beers (alt)), Planning Commission (Kristine Anderson, Bethany Baldes, Autumn Williams), Riverton Rendezvous Committee (Cary Fike, Patricia Newlin, Gerri Boesch, Andy Samuelson, Carla Kelly, Morgan Miller), and Riverton Tree Board (Tammy Shroyer, Bart Ringer, Barb Yates). Motion passed unanimously.

Public Hearing and Consideration of Sale of Vehicles to Town of Dubois – Public Works Director Brian Eggleston reported on the Town of Dubois requesting the possibility of acquiring surplus work trucks from the City of Riverton for the town's use; this was previously presented to Council on December 6, 2022. Mr. Eggleston stated the two vehicles that could fit their needs are: one (1) 1990 Ford F250 Dump Truck and one (1) 1999 Dodge 2500 Utility Truck. Staff advertised a public hearing and intent to sell the reference vehicles for three (3) consecutive weeks. Council Member Borders moved, seconded by Council Member Bailey to open the public hearing. Motion passed unanimously. With no one to address the Council, Council Member Larson moved, seconded by Council Member Cox to close the public hearing. Motion passed unanimously. Council Member Salisbury moved, Council Member Larson to approve the sale of one (1) 1990 Ford F250 Dump Truck and one (1) 1999 Dodge 2500 Utility Truck to the Town of Dubois for $5.00 each. Motion passed unanimously.

Municipal Court Judge, Alternate Judge and City Attorney Appointments – Mayor Hancock recommended the appointments of: Judge Teresa M. McKee as Municipal Court Judge with a monthly salary of $3,881.19 including FICA withholding, worker's compensation, and retirement; Aaron Vincent as Alternate Judge at an hourly rate of $100; and Rick Sollars as City Attorney at an hourly rate of $125 for services rendered. Council Member Borders moved, seconded by Council Member Larson to approve the Mayor's appointments of Municipal Court Judge Teresa M. McKee, Alternate Judge Aaron Vincent and City Attorney Rick Sollars and the respective salaries for each appointment. Motion passed unanimously.

Resolution No. 1458: Designation of Official Depositories – Finance Director Mia Harris presented the Council with Resolution No. 1458, which designates Bank of the West, Central Bank & Trust, First Interstate Bank, Wells Fargo Bank, and Wyoming Community Bank as Official Depositories for the City of Riverton. City Clerk/Human Resource Director Kristin Watson read Resolution No. 1458 by title only. Council Member Bailey moved, seconded by Council Member Cox for the approval of Resolution No. 1458. Motion passed unanimously.

Resolution No. 1459: Designation of Legal Newspaper – City Clerk/Human Resource Director Kristin S. Watson presented to the Council with Resolution No. 1459 which designates The Riverton Ranger as the Official Means of Publication for calendar year 2023. City Clerk/Human Resource Director Kristin S. Watson read Resolution No. 1459 by title only. Council Member Salisbury moved, seconded by Council Member Cox to approve Resolution No. 1459. Motion passed unanimously.

Resolution No. 1460: Senior Center and Community Center Endowment Board – City Administrator Kyle J. Butterflied presented Resolution No. 1460 which provides clarity and establishes the management & disbursement of the Riverton Senior Citizens and Community Center Endowment Fund. City Clerk/Human Resource Director Kristin S. Watson read Resolution No. 1460 by title only. Council Member Bailey moved, seconded by Council Member Larson to approve Resolution No. 1460. Motion passed unanimously.

Approval of Council Meeting Calendar 2023 – City Administrator Kyle J. Butterfield presented the City Council Meeting Calendar for 2023, whereas the Riverton Municipal Code 2.04.070 states "The regular meeting of the city council shall be held on the first and third Tuesdays of each month, commencing at seven p.m." Mr. Butterfield noted the first Tuesday of July 2023 is Independence Day; therefore, the first meeting in July will be held on the succeeding business day, Wednesday, July 5, 2023. Council Member Larson moved, seconded by Council Member Bailey to approve the 2023 Council Meeting Calendar as presented. Motion passed unanimously.

Council Committee Reports & Council Members' Roundtable – Council Member Cox reported on the Senior Center Endowment Board meeting she attended; Council Member Bailey commented on the FORCC meeting and congratulated Mayor Hancock; and Council Member Larson reported on the Airport Board and the Fremont County Solid Waste Disposal District meetings he attended.

City Administrator's Report – City Administrator Kyle J. Butterfield welcomed and congratulated newly elected Mayor Tim Hancock and re-elected Council Members. Mr. Butterfield reported on receiving the financial disclosure statements from the Mayor, City Council, City Clerk, City Administrator, and Finance Director; on the snow removal efforts during the latest storm; upcoming meetings; and commented on the Airport enplanements.

Mayor's Comments – Mayor Tim Hancock commented on upcoming community events and expressed his gratitude in being able to serve the citizens of Riverton. Mayor Hancock stated he is available to anyone with concerns, questions, and comments via phone (307) 840-1206 or by email at thancock@rivertonwy.gov.

Adjourn – There being no further business to come before the Council, Council Member Borders moved, seconded by Council Member Salisbury to adjourn the Regular Council meeting at 8:24 p.m. There was no objection from the Council. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

Tim Hancock
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

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