RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held August 15, 2023
7:02 PM

The regular meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Tim Hancock at 7:02 p.m. City Council Members present were Karla Borders, Lindsey Cox, Mike Bailey, Dean Peranteaux, Kyle Larson, and Kristy Salisbury. Council Member Peranteaux led the pledge of allegiance, and Council Member Bailey conducted the invocation. Mayor Hancock declared a quorum of the Council.

City Staff present: City Administrator Kyle J. Butterfield, Administrative Services Director Mia Harris, Public Works Director Brian Eggleston, Police Chief Eric Hurtado, Community Development Director Michael Miller, and Administrative Assistant Max Batista.

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

RPD Public Introduction & Oath of Office – Police Chief Eric Hurtado introduced Patrol Officer Cassandra Barnes. Mayor Tim Hancock conducted the Oath of Office.

Communication from the Floor – Bethany Baldes gave her appreciation to the city and crews working on the Davis Lane construction project. Carol Harper and Greg Tallabas gave an update on the Riverton Community Watch program. Jim Cassity gave his appreciation to the city's quick response to the police department issues and asked if there was anything the city could do about the homelessness and vagrant issues. Brian Galitz asked the city for assistance with resurfacing the city's pickleball courts. Roswell Wilson expressed multiple concerns with the city and police department. Deana Reach expressed her concerns with the weeds in town and vacant properties. Jared Baldes expressed his concerns with council members representing their citizens. Cindy Snider notified the council of a vacant building causing a vagrant problem.

Consent Agenda – Administrative Services Director Mia Harris read the consent agenda items by title only: Approval of the Minutes – August 1, 2023 Regular Council Meeting; Approval of the Minutes – August 1, 2023 Executive Session; Approval of the Minutes – August 8, 2023 Work Session; Approval of the Minutes – August 15, 2023 Finance Committee Meeting; Approval of the Finance Committee Recommendations – August 15, 2023 claims to be paid in the amount of $1,963,316.68, Elan credit card in the amount of $4,032.64, and payroll & liabilities for 7/28/2023 & 8/11/2023 in the amount of $437,831.86 for a total of $2,405,181.18. Council Member Cox moved, seconded by Council Member Peranteaux to approve the consent agenda as presented. Motion passed unanimously with Council Member Bailey abstaining from the Bailey Enterprises claim on the claims approval list and Council Member Peranteaux abstaining from the Traveling Computers claim on the claims approval list.

Approval of the Amended Minutes – July 18, 2023 Regular Council Meeting – Administrative Services Director Mia Harris reported a clerical error on the July 18, 2023 Regular Council Meeting Minutes. Council Member Larson moved, seconded by Council Member Borders to approve the amended July 18, 2023 Regular Council Meeting Minutes. Motion passed unanimously.

FY22 Audit Report – Administrative Services Director Mia Harris presented Abby Hagerman telephonically who then reported on the Fiscal Year 2021-2022 Audit Report. Council Member Bailey moved, seconded by Council Member Peranteaux to approve the Fiscal Year 2022 Audit Report. Motion passed unanimously.

Beef Roundup Proclamation – Mayor Hancock presented a proclamation declaring on August 26, 2023 the City of Riverton will be renamed "Moo-rocco" for a day.

811 Day Proclamation – Mayor Hancock presented a proclamation declaring August 11, 2023 as 811 Day.

Public Hearing & Consideration: Fireworks Permit Application: Fremont County School District #25, August 25, 2023, September 1, 2023, September 22, 2023, October 13, 2023, October 20, 2023, October 27, 2023, November 4, 2023 – Administrative Services Director Mia Harris reported on the Fireworks Permit Application from the Fremont County School District #25 for cannons to be used at the football games. Council Member Larson moved to open the public hearing seconded by Council Member Borders. Motion passed unanimously. There being no one to speak, Council Member Peranteaux moved, seconded by Council Member Bailey to close the public hearing. Motion passed unanimously. After discussion from the council, Council Member Cox moved, seconded by Council Member Salisbury to approve the fireworks permit for the Fremont County School District #25 on August 25, 2023, September 1, 2023, September 22, 2023, October 13, 2023, October 20, 2023, October 27, 2023, and November 4, 2023. Motion passed unanimously.

Citizen Board Appointment: Riverton Rendezvous Committee - City Administrator Kyle J. Butterfield presented Christopher Houser Veach as a mayoral citizen to serve on the Riverton Rendezvous Committee. Council Member

Bailey moved seconded by Council Member Borders to approve the mayoral appointment of Christopher Houser Veach as a member of the Riverton Rendezvous Committee. Motion passed unanimously.

Consideration of Ordinance No. 23-009, 3rd & Final Reading: Reddon Addition Plat and Annexation – Community Development Director Michael Miller reported on Ordinance No. 23-009 – Reddon Plat and Annexation. This ordinance would plat and annex the Reddon Addition into city limits. Administrative Services Director Mia Harris read Ordinance No. 23-009 by title only. Council Member Peranteaux moved, seconded by Council Member Cox to adopt Ordinance No. 23-009 on third and final reading. A roll call vote was conducted and the motion passed unanimously.

Consideration of Ordinance No. 23-010, 3rd & Final Reading: Presbyterian Church – Community Development Director Michael Miller reported on Ordinance No. 23-010 – Presbyterian Church. This ordinance would change two (2) lots that are currently zoned as Residential District R-2 to Office and Institutional District C-O. Administrative Services Director Mia Harris read Ordinance No. 23-010 by title only. Council Member Bailey moved, seconded by Council Member Cox to adopt Ordinance No. 23-010 on third and final reading. After discussion from the public, council, and city staff, a roll call vote was conducted and the motion failed with Council Members Cox, Bailey, Larson, and Salisbury voting aye and Mayor Tim Hancock, Council Members Borders, and Peranteaux voting nay.

EDGE Funding Agreements: Brunton International, Legacy Foam Solutions, & Media Adventure Queen – Administrative Services Director Mia Harris reported on three (3) local businesses that have been approved for funding from the Evolve, Diversify, and Grow our Economy (EDGE) Committee for fiscal year 2023-2024. Council Member Larson moved, seconded by Council Member Borders to approve an Agreement for Use of Economic Development Tax Funds between the City of Riverton and Brunton International, Inc. Motion passed unanimously. Council Member Cox moved, seconded by Council Member Peranteaux to approve an Agreement for Use of Economic Development Tax Funds between the City of Riverton and Legacy Foam Solutions, LLC. Motion passed unanimously. Council Member Borders moved, seconded by Council Member Larson to approve an Agreement for Use of Economic Development Tax Funds between the City of Riverton and Media Adventure Queen, LLC. Motion passed unanimously

Return Activated Sludge (RAS) Project – Public Works Director Brian Eggleston reported on a faulty return activated sludge (RAS) pump at the Wastewater Treatment Plant. After some discussion, Council Member Larson moved, seconded by Council Member Peranteaux to approve the amendment of the Fuel Tank Capital Project to allow the allocation of monies to the Wastewater Treatment Plant, Capital Facility line item for emergency repair on the Return Activated Sludge (RAS) system. Motion passed unanimously.

FY23 Year-End Fiscal Report – Administrative Services Director Mia Harris presented the fiscal year 2022-2023 year-end report.

Council Committee Reports & Council Members' Roundtable – Council Member Borders reported on the Finance Committee meeting and PAWS Board meeting she attended, as well as upcoming events. She also reminded the public that the weeds are the property owners' responsibility; Council Member Cox reported on the upcoming Senior Endowment Board meeting as well as gave her appreciation to the public for reaching out to council members and city staff; Council Member Bailey reported on the Fix Our Roads Citizens Committee (FORCC) meeting and the Local Government Liability Pool (LGLP) Board meeting he attended, he also showed his appreciation for public input and encouraged the public to stay active in their community; Council Member Peranteaux reported on the Central Wyoming Airport Wings and Wheels Fly-in meeting and Rec Board meeting he attended as well as the upcoming Airport Board meeting he plans to attend; Council Member Larson reported on his appreciation for the community involvement; Council Member Salisbury reported on the Finance Committee meeting, Chamber Board meeting she attended, as well as upcoming events, she also expressed her appreciation for City Administrator Kyle Butterfield.

City Administrator's Report – City Administrator Kyle J. Butterfield reported on the upcoming Airport Board meeting, EDGE Committee meeting, and Planning Commission meeting. Mr. Butterfield also gave recognition to Administrative Services Director Mia Harris for her work on the audit process, and Community Development Director Mike Miller for receiving his building official status.

Mayor's Comments – Mayor Tim Hancock reported on the ribbon-cutting event he attended. Mr. Hancock also informed the council, city staff, and the public of buildings that are under construction around the city as well as the Daniels Fund scholarship opportunities.

Executive Session – Personnel – Council Member Bailey moved, seconded by Council Member Salisbury to convene into executive session for the purpose of Personnel and Potential Litigation. Motion passed unanimously at 9:55 p.m. Invited to attend the executive session for the purpose of Potential Litigation were: City Administrator Kyle J. Butterfield and Administrative Services Director Mia Harris. Invited to attend the executive session for the purpose of Personnel were: City Administrator Kyle J. Butterfield, Administrative Services Director Mia Harris, and Police Chief Eric Hurtado. Council Member Salisbury moved, seconded by Council Member Bailey to reconvene into regular session. Motion passed unanimously at 10:57 p.m. ACTION ITEMS: No action was taken.

Adjourn – There being no further business to come before the Council, Council Member Larson moved, seconded by Council Member Cox to adjourn the Regular Council meeting at 10:57 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

_____
Tim Hancock
Mayor

ATTEST:

_____
Mia Harris
Administrative Services Director

Publication Date: September 9, 2023