RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held November 5, 2024
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 Lindsey Cox, Mike Bailey, Kyle Larson, and Kristy Salisbury. Council Member Salisbury led the pledge of allegiance, and Council Member Larson conducted the invocation.

Roll call was conducted. Council Member Salisbury moved, seconded by Council Member Bailey, to excuse Council Members Karla Borders and Dean Peranteaux from the meeting. Motion passed unanimously. 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 Deputy City Clerk Max Batista.

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

Introduction & Oath of Office: Dispatcher – Police Chief Eric Hurtado introduced Dispatcher Helen Licea. Mayor Hancock conducted the Oath of Office.

Council Committee Reports & Council Members' Roundtable – Council Member Salisbury reported on the Wyoming Senior Center meeting she attended. Mrs. Salisbury also reported on the Riverton High School football game she attended; Council Member Larson reported on the Fremont County Solid Waste Disposal District Board meeting he attended. Mr. Larson also reported on the Tractor Supply soft opening event; Council Member Bailey reported on the Airport Board meeting he attended. Mr. Bailey also commented on the events that the Riverton Chamber of Commerce is hosting; Council Member Cox reported on the Fremont County School District #25 Rec Board meeting she attended.

City Administrator's Report – City Administrator Kyle Butterfield reported on the upcoming Planning Commission, Fix Our Roads Citizens Committee (FORCC), and Airport Board meetings. He also expressed his appreciation to city staff and the community for participating in the annual Halloween trick-or-treat event. Mr. Butterfield reported that on November 15, 2024, yard waste collections services will be done for the season; he also informed the public the yard waste facility will close. Administrator Butterfield announced that the advertisement for a consultant to conduct the feasibility study of the multi-sport facility will soon close. He also expressed his appreciation to Riverton Police officers and local first responders. Mr. Butterfield gave updates regarding the Riverton Police Department staffing levels. He also reported on the upcoming storytelling event hosted by Wyoming PBS and encouraged the community to participate. Mr. Butterfield wished Mayor Tim Hancock a Happy Birthday.

Mayor's Comments – Mayor Hancock reported on the Help for Health Hospice fundraiser, Chamber of Commerce Lunch and Learn, Wind River Transportation Authority (WRTA) Open House, first responders dinner, and the annual Halloween trick-or-treat events he attended. He also reported that he attended the Rotary Club, Fremont County Association of Governments (FCAG), and DUI Taskforce meetings.

Communication from the Floor – Casey Keierleber expressed his concerns with safety at the Pure Gas Road and Webbwood Road intersection and asked to have a street light installed.

Consent Agenda – Administrative Services Director Mia Harris read the consent agenda items by title only: Approval of the Minutes – October 15, 2024 Regular Council Meeting; Approval of the Minutes – November 5, 2024 Finance Committee Meeting, Approval of the Finance Committee Recommendations – November 5, 2024; claims to be paid in the amount of $771,602.59, manual checks in the amount of $1,832.81, payroll & liabilities for October 22, 2024, in the amount of $497,024.79 for a total of $1,270,460.19; Approval of the Municipal Court Report for the month of October 2024. Council Member Larson moved, seconded by Council Member Salisbury, to approve the consent agenda as presented. Motion passed unanimously.

Riverton Medical District Funding Request – City Administrator Kyle Butterfield reported on a funding request submitted by the Riverton Medical District in the amount of $250,000.00 from the Optional ½% Excise Tax funds. After discussion from the public, council, and city staff, Council Member Salisbury moved, seconded by Council Member Larson, to fund the Riverton Medical District $325,000.00 of the Optional ½% Excise Tax funds. Motion passed with Mayor Hancock and Council Members Cox, Larson, and Salisbury voting aye, and Council Member Bailey voting nay.

Public Hearing & Consideration of Ordinance No. 24-007 1st Reading: Street Parking Regulations – Community Development Director Michael Miller reported on Ordinance No. 24-007. This ordinance would limit

street parking of certain vehicles. Administrative Services Director Mia Harris read Ordinance No. 24-007 by title only. Council Member Bailey moved, seconded by Council Member Cox, to open the public hearing. Motion passed unanimously. There was no feedback or communication from the floor. Council Member Larson moved, seconded by Council Member Bailey, to close the public hearing. Motion passed unanimously. Council Member Cox moved, seconded by Council Member Bailey, to adopt Ordinance No. 24-007 on first reading. After discussion from the council and city staff, Council Member Bailey moved, seconded by Council Member Larson, to amend the motion to adjust the vehicle definitions and seasonal definition, move the seasonal closure into a new subparagraph "F" and address the permission component of the ordinance. Motion passed unanimously. The main motion, as amended, passed unanimously.

Bid Award: Police Department Vehicles – Police Chief Eric Hurtado reported on three (3) bids received for police vehicles. Council Member Larson moved, seconded by Council Member Bailey, to award the bid for three (3) used 2020 Chevy Tahoe 4WD SSV Police SUVs from Chicago Motors of Chicago, IL in the amount of $119,585.00. After discussion from the council and city staff, motion passed unanimously.

Consideration of Resolution No. 1514: Terminal Parking Lot Rehabilitation Grant Application – Public Works Director Brian Eggleston reported on Resolution No. 1514. This resolution would support the application of a grant to rehabilitate the terminal parking lot located at the Central Wyoming Regional Airport. Administrative Services Director Mia Harris read Resolution No. 1514 by title only. Council Member Bailey moved, seconded by Council Member Cox, to adopt Resolution No. 1514. After discussion from the council and city staff, motion passed unanimously.

Consideration of Resolution No. 1515: Self-Serve Guel Grant Application – Public Works Director Brian Eggleston reported on Resolution No. 1515. This resolution would support the application of a grant to install a 1,000-gallon aviation fuel tank located at the Central Wyoming Regional Airport. Administrative Services Director Mia Harris read Resolution No. 1515 by title only. Council Member Bailey moved, seconded by Council Member Salisbury, to adopt Resolution No. 1515. After discussion from the council and city staff, Council Member Bailey moved, seconded by Council Member Larson to table Resolution No. 1515. Motion passed unanimously.

Brownfields Program Community-Wide Assessment Grant Application – City Administrator Kyle Butterfield reported on the Brownfields Program Grant. Council member Larson moved, seconded by Council Member Cox, to authorize the submission of a community-wide assessment grant to the Brownfields and Land Revitalization Program administered by the United States Environmental Protection Agency (EPA). After discussion from the council, motion passed unanimously.

FY25 Q1 Fiscal Health Report – Administrative Services Director Mia Harris presented the fiscal year 2025 first quarter fiscal health report.

Adjourn – There being no further business to come before the Council, Council Member Larson moved, seconded by Council Member Salisbury, to adjourn the Regular Council meeting at 10:04 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

_____
Tim Hancock
Mayor

ATTEST:

_____
Mia Harris
Administrative Services Director

Publication Date: November 23, 2024