RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held June 3, 2025
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, Rebecca Pierson-Lewis, Mike Bailey, Karla Borders, Kyle Larson, and Karen Johnson. Council Member Johnson led the Pledge of Allegiance, and Council Member Borders conducted 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, Public Works Director Brian Eggleston, Community Development Director Gary Michaud, Police Chief Eric Hurtado, and Deputy City Clerk Max Batista.

Approval of the Agenda – Council Member Borders moved, seconded by Council Member Bailey, to approve the agenda as presented, with the insertion of Wind River Visitors Council Appointment before agenda item 20. The motion passed unanimously.

Introduction & Oath of Office: Patrol Officer – Police Chief Eric Hurtado introduced Patrol Officer Ambree McGuire, and Mayor Hancock conducted the Oath of Office.

Retirement Recognition – City Administrator Kyle Butterfield and city staff members took a moment to recognize Brian Eggleston and wish him a happy retirement, honoring his dedicated service to the City of Riverton.

Introduction & Oath of Office: Public Works Director – City Administrator Kyle Butterfield introduced Public Works Director Brendan Thoman, and Mayor Hancock conducted the Oath of Office.

Council Committee Reports & Council Members' Roundtable – Council Member Carr reported that there will not be an upcoming Planning Commission meeting. Council Member Pierson-Lewis provided an update on the Fremont County School District #25 Recreation Board meeting she attended, sharing that the board allocated $40,000 to R Recreation due to the funding shortfall from the community contract for services. Council Members Bailey, Borders, Larson, and Johnson expressed their gratitude to Council Member Pierson-Lewis for proactively seeking additional funding for R Recreation.

City Administrator's Report – He announced the upcoming Fix Our Roads Citizens Committee (FORCC) meeting and encouraged public attendance. Regarding the Wyoming Association of Municipalities (WAM) conference, Mr. Butterfield informed the Council that Mayor Hancock, Council Member Pierson-Lewis, and city staff plan to attend, and he recommended the designation of a voting delegate. By consensus, the Council nominated Mayor Hancock as the primary voting delegate and Council Member Pierson-Lewis as the alternate. Mr. Butterfield also reviewed the schedule for upcoming Special Council meetings, including the FY 2026 budget adoption on June 10, 2025, at 7:00 p.m., and the FY 2025 budget amendment on June 24, 2025, at 12:00 p.m. He noted that the Eastern Shoshone Business Park Subdivision, Filing 2 Plat, appears on the consent agenda, highlighted the upcoming Riverton Medical District public celebration event, and provided an update on Riverton Police Department recruiting efforts. In a lighthearted moment of appreciation, Public Works Director Brian Eggleston presented Police Chief Eric Hurtado with a broken drive shaft from one of the department's vehicles as a final parting gift.

Mayor's Comments – Mayor Hancock informed the public that the splash pad at City Park is reopening and encouraged residents to enjoy the facility. He expressed gratitude to retiring city employees—Public Works Director Brian Eggleston, Interim Community Development Director Dave Paskett, Captain Wes Romero, Engineering Technician Bob Sprague, and Deputy Court Clerk Susan Sprague—for their dedicated service to the City of Riverton. The Mayor also addressed the impending closure of the Job Corps due to federal funding cuts and urged constituents to contact local legislators to advocate for the program's continuation. Additionally, he reported that Paws for Life Animal League is operating at full capacity and highlighted the upcoming Riverton Medical District public celebration event.

Communication from the Floor – Cindy Olsen-Roden reported on upcoming events the Riverton Chamber of Commerce & Visitor's Center plans to host and gave a brief update regarding upcoming events. Andy Anderson asked for the council to consider providing financial assistance to help the local veteran's hall. Pepper Ottman shared updates on meetings she recently attended and discussed upcoming meetings on her schedule. Bill Ward expressed his opposition to the Job Corps closure and asked for support to his local business.

Consent Agenda – Administrative Services Director Mia Harris read the consent agenda items by title only: Approval of the Minutes – May 20, 2025 Regular Council Meeting; Approval of the Minutes – May 20, 2025 Executive Session; Approval of the Minutes – June 3, 2025 Finance Committee Meeting; Approval of the Finance Committee Recommendations – June 3, 2025; claims to be paid in the amount of $309,700.89, manual checks in the

amount of $6,044.18, and payroll & liabilities for May 16, 2025, in the amount of $411,892.28, for a total of $727,637.35; Approval of the Municipal Court Report for the month of March & April 2025; Eastern Shoshone Business Park Subdivision, Filing 2 Plat. Council Member Borders moved, seconded by Council Member Bailey, to approve the consent agenda as presented. The motion passed unanimously.

Wyoming 211 Presentation – City Administrator Kyle Butterfield gave the floor to Wyoming 211 Executive Director Ann Clement, who provided an overview of the program.

Recess – Mayor Hancock called a recess at 8:36 p.m. and reconvened the meeting at 8:46 p.m.

Bid Award: Spruce Street – Public Works Director Brian Eggelston reported on the Spruce Street Utility Replacement Project. Council Member Borders moved, seconded by Council Member Bailey, to award Schedule I of the Spruce Street Utility Replacement Project to Bornhoft Construction in the amount of $897,014.00. The motion passed unanimously.

Bid Award: Airport Snow Removal Equipment – Public Works Director Brian Eggelston reported on the Central Wyoming Regional Airport Capital Improvement Plan for FY 2025. Council Member Bailey moved, seconded by Council Member Carr, to award Bid Package (A) and Bid Package (B) for the SRE-Multi Use Tractor and Attachments & Folding Wing Plow to Hardline Equipment in the amount of $352,129.00. The motion passed unanimously.

Retail Liquor License Change of Operational Status: 381 Subs and Salads, LLC – Administrative Services Director Mia Harris reported on a retail liquor license held by 381 Subs and Salads, LLC. Council Member Larson moved, seconded by Council Member Borders, to approve the request from 381 Subs and Salads, LLC, to approve their retail liquor license as non-operational until May 27, 2026. After discussion involving the council and city staff, the motion passed unanimously.

Retail Liquor License Change of Operational Status: Sanderi, LLC – Administrative Services Director Mia Harris reported on a retail liquor license held by Sanderi, LLC. Council Member Borders moved, seconded by Council Member Bailey, to approve the request from Sanderi, LLC, to approve their retail liquor license as non-operational until August 27, 2025. After discussion involving the council and city staff, the motion passed with Mayor Hancock and Council Members Carr, Pierson-Lewis, Bailey, Borders, and Larson voting aye, and Council Member Johnson voting nay.

HVAC System Upgrade Project Change Order No. 1 – Community Development Director Gary Michaud reported on the HVAC System Upgrade Project. Council Member Bailey moved, seconded by Council Member Borders, to approve the change order #1 from Sweetwater Aire to install Trane compatible controls on the dampers in the airport terminal. After discussion involving the council and city staff, the motion passed unanimously.

Community Contracts for Services Discussion – City Administrator Kyle Butterfield reported on the community contracts for services for FY 2026. After discussion involving the council and public, Council Member Borders moved, seconded by Council Member Johnson, to fund R Recreation $100,000. The motion passed unanimously.

After discussion involving the council and public, Council Member Borders moved, seconded by Council Member Carr, to fund Paws for Life Animal League $45,000. The motion passed with Mayor Hancock and Council Members Carr, Pierson-Lewis, Bailey, Borders, and Johnson voting aye, and Council Member Larson voting nay.

After discussion involving the council, Council Member Johnson moved, seconded by Council Member Pierson-Lewis, to fund Juvenile Justice Services of Fremont County $35,000. The motion passed with Mayor Hancock and Council Members Pierson-Lewis, Bailey, and Johnson voting aye, and Council Members Carr, Borders, and Larson voting nay.

Council Member Bailey moved, seconded by Council Member Johnson, to fund the Riverton Volunteer Firemen $5,000. The motion passed unanimously.

After discussion involving city staff, council, and the public, Council Member Johnson moved, seconded by Council Member Borders, to reconsider the funding amount to R Recreation reducing it from $100,000 to $95,000. The motion passed unanimously.

After involving the council, Council Member Johnson moved, seconded by Council Member Pierson-Lewis, to fund Eagles Hope $25,000, WRTA $25,000, and Riverton Chamber of Commerce & Visitor's Center $10,000. After discussion involving the council, the motion failed with Council Member Larson voting aye, and Mayor Hancock and Council Members, Carr, Pierson-Lewis, Bailey, Borders, and Johnson voting nay.

After discussion involving the council and city staff, Council Member Bailey moved, seconded by Council Member Carr, to reopen for reconsideration the $35,000 funding to Juvenile Justice Services of Fremont County. The motion passed with Mayor Hancock and Council Members Carr, Pierson-Lewis, Bailey, Borders, and Larson voting aye, and Council Member Johnson voting nay. After discussion involving the council and city staff, Council Member

Bailey moved, seconded by Council Member Larson, to amend the funding amount for Juvenile Justice Services of Fremont County from $35,000 to $30,000. After discussion from the council, the motion passed with Mayor Hancock and Council Members Pierson-Lewis, Bailey, and Larson voting aye, and Council Members Carr, Borders, and Johnson voting nay.

Council Member Borders moved, seconded by Council Member Johnson, to fund Injury Prevention Resources $3,000. The motion passed with Mayor Hancock and Council Members Pierson-Lewis, Bailey, Borders, Larson, and Johnson voting aye, and Council Member Carr voting nay.

Council Member Bailey moved, seconded by Council Member Larson, to fund the Riverton Chamber of Commerce & Visitor's Center $5,000, Eagles Hope $15,000, and Wind River Transit Authority $42,000. The motion passed unanimously.

Wind River Visitors Council Appointment – Mayor Hancock reported on a vacancy on the Wind River Visitors Council. Council Member Bailey moved, seconded by Council Member Borders, to appoint Bryce House as a member of the Wind River Visitors Council beginning July 2025. The motion passed unanimously.

Executive Session – Personnel – Council Member Bailey moved, seconded by Council Member Johnson, to convene into executive session for the purpose of Personnel. The motion passed unanimously at 10:34 p.m. Invited to attend the executive session for the purpose of Personnel were: City Administrator Kyle Butterfield. Council Member Larson moved, seconded by Council Member Bailey, to reconvene into regular session. The motion passed unanimously at 10:42 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 10:43 p.m. The motion passed unanimously.

CITY OF RIVERTON, WYOMING

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Tim Hancock
Mayor

ATTEST:

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Mia Harris
Administrative Services Director

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