

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL  
HELD APRIL 16, 2013, AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE  
SARATOGA TOWN HALL

Mayor Pro Tem Judy Welton called the meeting to order.

The Pledge of Allegiance was recited. Members present were Councilman Mike McWain, Councilman Steve Wilcoxson and Councilwoman Susan Howe. Mayor John Zeiger was absent from the meeting.

APPROVAL OF AGENDA: Councilwoman Howe made a motion to approve the agenda as presented. Councilman Wilcoxson seconded and the motion passed unanimously.

APPROVAL OF THE MINUTES: Councilman McWain made a motion to approve the minutes of the April 2, 2013 meeting as presented. Councilman Wilcoxson seconded and the motion passed unanimously.

APPROVAL OF THE BILLS: Mayor Pro Tem Welton read the following bills for approval: Accounts Payable: \$62,298.75; Payroll and FICA for 4/8/2013 in the amount of \$59,169.68; and manual checks in the amount of \$10,235.21, for a total of \$131,703.64.

Councilman Wilcoxson made a motion to pay the bills in the amount of \$131,703.64. Councilwoman Howe seconded and the motion passed unanimously.

REPORTS FROM DEPARTMENTS:

Town Hall:

Clerk Suzie Cox reported that she had received the Proclamation setting the week of April 21<sup>st</sup> through April 27<sup>th</sup> 2013 as National Crime Victim's Rights Week and asked the council to consider accepting and approving the Proclamation.

Mayor Pro Tem Welton read the Proclamation setting the week of April 21<sup>st</sup> through April 27<sup>th</sup> 2013 as National Crime Victim's Rights Week asking the council to join the Carbon County Sheriff's Office Victim/Witness program and other criminal justice officials and citizens throughout Carbon County to raise awareness of victim's rights and observe National Crime Victim's Rights Week.

Councilman Wilcoxson made a motion to accept the Proclamation setting the week of April 21<sup>st</sup> through April 27<sup>th</sup> 2013 as National Crime Victim's Rights Week with permission for the Mayor to sign, seconded by Councilman McWain. The motion carried unanimously.

Fire Department: Fire Chief Randy Sikes requested permission to provide two rooms for three nights for volunteer firemen to attend the Cody Fire School May 3, 4, and 5, 2013.

Councilman McWain made a motion to provide two rooms for three nights for volunteer firemen to attend the Cody Fire School May 3, 4, and 5, 2013, seconded by Councilman Wilcoxson. The motion carried unanimously.

Police Department: No report

Recreation Department: No report

Department of Public Works

- Street Department: Public Works Supervisor Chuck Bartlett requested permission to hire Clyde Huddelston as a part time summer employee at \$12.00 per hour beginning May 6, 2013.

Councilman Wilcoxson made a motion to allow Mr. Bartlett to hire Clyde Huddelston as a part time summer employee beginning May 6, 2013 at the rate of \$12.00 per hour, seconded by Councilwoman Howe. The motion carried unanimously.

Mr. Bartlett reported that the street crew has been snow plowing. Mr. Bartlett added that the dump truck had been taken to Casper and hydraulic repairs were made under warranty.

- Water & Sewer: Mr. Bartlett reported that the water and sewer crew have installed two water/sewer taps.
- Weed and Pest: Chuck Bartlett reported that the Emergency Insect Management Grant meeting is scheduled for April 17<sup>th</sup> and he will be in attendance by conference call due to weather and road conditions..
- Hot Pool: No report

#### **REPORTS FROM BOARDS AND COMMISSIONS:**

Airport Board: Mayor Pro Tem Welton read the requests for reimbursement for the airport Master Plan as follows:

- a) Request for federal funds in the amount of \$11,526.00 with permission for the Mayor to sign; and
- b) Request for state funds in the amount of \$768.00 with permission for the Mayor to sign.

Mayor Pro Tem Welton noted that the town's share of this portion of the project is \$513.50 and added that the Sage Engineering summary of work performed and billing in the amount of \$12,807.50 for work on the Master Plan was also included.

Councilman Wilcoxson made a motion to approve the Request for Reimbursement for federal funds in the amount of \$11,526.00, with permission for the Mayor to sign, seconded by Councilwoman Howe. The motion carried unanimously.

Councilman McWain made a motion to approve the Request for Reimbursement for state funds in the amount of \$768.00, with permission for the Mayor to sign, seconded by Councilman Wilcoxson. The motion carried unanimously.

Councilman Wilcoxson reported that at the Public Hearing on the airport Master Plan had been held on April 15<sup>th</sup> to present information on the airport Master Plan.

The next Airport Board meeting will be on May 8, 2013 at 1:00 p.m.

Community Center Joint Powers Board: Mayor Pro Tem Welton reported that the Community Center Joint Powers Board had held a meeting on April 15, 2013. Information from that meeting included changing the Chariot Races to the first weekend in March and scheduling the annual fundraiser for September 21, 2013.

The next meeting will be held Monday, May 20, 2013 at 4:30 p.m.

#### Water and Sewer Joint Powers Board:

Chuck Bartlett reported on the SPT reimbursement request presented for approval stating that the request represents engineering fees for the water meter project.

Mayor Pro Tem Welton read SPT Reimbursement Request # 2012-39 in the amount of \$1,430.00 which will require permission for the Mayor to sign.

Councilwoman Howe made a motion to approve the SPT Request for Reimbursement for the meter project in the amount of \$1,430.00 with permission for the Mayor to sign, seconded by Councilman Wilcoxson the motion carried unanimously.

The next meeting will be May 8, 2013 at 6:00 p.m.

Landfill Board:

Richard Hodges reported that recycling efforts have nearly filled the first trailer and if anyone has been to the landfill lately they have seen the bales of plastic and cans that are ready to be transported. Mr. Hodges reported that last year five trailers had been shipped. Adding that it is assumed that 85% of the trash going into the pit could be going into recycling and he encouraged everyone to participate in recycling.

Mayor Pro Tem Welton reported that she and Chuck Bartlett had attended the last landfill board meeting to discuss the town clean-up days scheduled for May 26<sup>th</sup> through June 2<sup>nd</sup>. They found the board to be very supportive of the clean-up days and will work with the town to encourage the project. The board indicated that the construction pit should be open by that time.

Mayor Pro Tem Welton added that one of the projects that will assist with the clean-up is the addition of Wheels for Wishes a program that benefits Make-A-Wish Wyoming to help grant the wish of a Wyoming child with a life threatening medical condition. Wheels for Wishes will take any old car, truck, SUV, boat or motorcycle, and they will come to your home or property and pick it up. The vehicles or equipment can be in as is condition – running or not.

Mayor Pro Tem Welton added that Assistant Clerk/Treasurer Johnathon Moore had provided her with examples of beautification projects used by other communities that included yard beautification or adopting a spot, street or block for beautification to encourage neighborhood participation.

The next meeting will be May 1, 2013 at 6:00 p.m.

Medical Board: No report

Planning Commission:

Councilman Wilcoxson reported that the planning commission will be working on a number of zoning ordinance issues.

The next meeting of the planning commission will be Tuesday, May 7, 2013 at 5:30 p.m.

Recreation Commission:

Recreation Director Lisa Burton reported that the recreation commission had met on April 15, 2013 and discussed upcoming events.

The next meeting of the recreation commission will be Monday, May 13, 2013 at 5:00 p.m.

Community Garden Board:

The next meeting of the Saratoga Community Garden Board will be Monday, May 13, 2013 at 6:30 p.m. at the Town Hall.

South Central Emergency Services Board: No report

Business:

Councilman McWain addressed the council stating that he would like to see the Mayor get his own letterhead because he does not believe that the Mayor should send out letters that he or any other council person has not approved prior to sending. Councilman McWain believes that if a letter is sent out with his name on the letterhead it is the same as saying that he supports the content of the correspondence and that may not be the case.

When asked if there had been correspondence sent that he was not in agreement with he indicated that there was a letter sent by the Mayor asking for pledges to participate in the presentation of Communities of Distinction.

The council asked Lisa Burton to explain to Councilman McWain the purpose of the letters which she had drafted and that the Mayor had signed prior to mailing.

Ms. Burton explained that she and Treasurer Joe Elder had been directed by the council to see if there were any grants available or if funding options could generate a portion of the funding to help with the cost of the presentation and participation in the Communities of Distinction project. Ms. Burton stated that she had used the Chamber of Commerce mailing list to send letters and pledge forms to participating chamber members. Additionally they had submitted a grant application in the amount of \$4,000 and three pledges had been returned totaling \$2,000.00. However, it is not nearly enough to cover the anticipated cost of \$24,800.00 which is needed to move forward with the project.

Councilman McWain continued to indicate that he would prefer that the Mayor have his own letterhead.

Items from the Public:

Chris D'Amico addressed the council with concerns and suggestions in regard to the dog park. Mr. D'Amico indicated that many times when someone goes to the dog park they must wait until others are finished running their dogs and remove the closed sign before gaining access to the park. He asked if it would be possible to make fence repairs and use the old baseball field for a dog training area. If people promise to clean up after their dogs it would be a great place to work on training rather than just allowing them to run in the dog park.

The council indicated that they would check on the possibility of using the old baseball field for a dog training area.

Andy VanTol addressed the council and voiced his concerns about not being heard or individuals not being able to address the planning commission.

Adjournment:

Being no further business to come before the meeting, Councilwoman Welton made a motion to adjourn. Councilwoman Howe seconded the motion.

The next regular meeting of the Saratoga Town Council will be held on May 7, 2013 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

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Mayor Pro Tem Judy Welton

ATTEST:

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Suzie Cox, Clerk