

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

Mayor John Zeiger called the meeting to order.

The Pledge of Allegiance was recited. Members present were: Councilwoman Sue Howe and Councilwoman Judy Welton. Councilman Mike McWain and Councilman Steve Wilcoxson were absent from the meeting.

**APPROVAL OF AGENDA:** Councilwoman Welton made a motion to approve the agenda. Councilwoman Howe seconded and the motion carried unanimously.

**APPROVAL OF THE MINUTES:** Councilwoman Welton made a motion to approve the minutes with the correction of two paragraphs in which the narration of the Town Clerk is changed from first to third person. Councilwoman Howe seconded and the motion carried unanimously.

**APPROVAL OF THE BILLS:** Councilwoman Welton read the following bills for approval: Accounts Payable: \$34,822.70; Payroll and FICA for 7/29/13 in the amount of \$64,570.39; and manual checks and quarterly/monthly liabilities in the amount of \$52,640.05 for a total of \$152,033.14.

Councilwoman Howe made a motion to pay the bills less \$110.12 to Prairie Dog Electric for a total of \$151,923.02 and Councilwoman Welton seconded; the motion carried unanimously. Councilwoman Welton made a motion to pay Prairie Dog Electric in the amount of \$110.12 and Mayor Zeiger seconded; the motion carried with Councilwoman Howe abstaining from the vote.

**EXECUTIVE SESSION:** At 6:05 p.m. Councilwoman Welton made a motion to go into executive session to discuss personnel and matters of litigation in accordance with W.S. 16-4-405(a) (ii) and (iii) and Councilwoman Howe seconded; the motion carried unanimously. Town Attorney Tom Thompson attended the executive session and Town Engineer Chuck Bartlett attended a portion of the session. Councilwoman Welton made a motion to come out of executive session and Councilwoman Howe seconded; the motion carried unanimously. Councilwoman Welton made a motion to seal the minutes from the executive session and Councilwoman Howe seconded; motion carried unanimously. Mayor Zeiger reported there was no action taken during the executive session.

**REPORTS FROM DEPARTMENTS:**

**Town Hall:**

- Mayor Zeiger addressed the council and members of the public concerning the water meter reading system and software, specifically the June water bills and said he would not attempt to answer any questions or allow comments because Clerk Cox was out of town due to a family emergency but that she would be present at the next council meeting and the council would discuss the June water bills at that time. Mayor Zeiger reported that for the month of June, the town adjusted \$32,000 worth of bills and said he felt comfortable the majority of accounts had been dealt with. Mayor Zeiger asked those who feel their June bill was inaccurate to bring their bill to Town Hall and said adjustments would be made where they could be made.

PMPC Project Engineer Ken Schwerdt reported that July's readings indicated the meter reading system appeared to be functioning as it should and said he was confident in how the system was currently working. Schwerdt said sample meter readings were taken from the software as well as from the field and compared and they matched.

Saratoga resident Glee Johnson addressed the Mayor and Council and asked why the beginning number of gallons on her bill did not match the ending number on the previous month's bill. Mayor Zeiger said he understood and was comfortable with what Clerk Cox had done but wanted to wait until the next council meeting to let Clerk Cox explain so he didn't add any confusion.

Mayor Zeiger reported the auditors had no issue with the Caselle software relating to penalties or late fees, but said that portion had been removed from the Caselle program and that the Town would begin enforcing the ordinance pertaining to delinquent charges. Mayor Zeiger read from portions of Ordinance 13.60 and said the Town would begin following the Ordinance to a "T". Mayor Zeiger stated he would direct Clerk Cox to send letters to all accounts that are 60 days or more past due and that on September 13<sup>th</sup> that one-third of the delinquent bill will be

required to be paid as well as the current month. He stated if not paid, crews will be sent out to shut water off on the 13<sup>th</sup> and instructed Assistant Chief Knickerbocker to ensure an officer be present with the crews to prevent any issues. Mayor Zeiger read from Ordinance 908030 “Resisting or obstructing peace officers” and instructed the police department if people were parking cars over meter pits to tow the cars and/or cite those responsible.

Mayor Zeiger then read from Ordinance 13.60.010 section 6 and asked for a motion to allow the Clerk or Treasurer or whoever to act on our behalf to adjust (interest or penalties) if they need to be adjusted. Councilwoman Welton made said motion and Councilwoman Howe seconded; motion passed unanimously.

Resident Glee Johnson said Ordinance 13.60.010 allowed for interest to be waived not the delinquent or penalty cause.

Mayor Zeiger asked for Town Attorney Tom Thompson’s opinion. Thompson stated it was up to the council but recommended removing the word “interest” from the ordinance and insert the word “penalty” so the council would have the discretion to waive penalties assessed on utilities. Mayor Zeiger asked Thompson to have that change ready for the next council meeting.

Fire Department: No report.

Police Department: Assistant Chief Knickerbocker said the department had three applications for the School Resource Officer Position but said they would wait the remainder of the week to see if more applications came in and then begin calling candidates for interviews.

Recreation Department: Councilwoman Judy Welton made a motion to allow the Mayor to sign the CCSD#2 Grant Recreation Board Grant in the amount of \$13,750.00. Councilwoman Howe seconded and the motion passed unanimously.

Department of Public Works:

- Street Department: DPW Supervisor Chuck Bartlett reported that crews have been working on equipment and have done some work at Good Times Park and at the Lake Campground. Councilwoman Welton asked what the end result would be for the work being done at the Hot Pool and Bartlett reported the grade would be sloped from the Hugus ditch to the parking lot, split-rail fence would be installed along the south side of the swimming pool and once the sprinkler system was installed at Good Times Park the ground would be seeded with grass.
- Water & Sewer: DPW Supervisor Chuck Bartlett reported that the crew has been checking meters, weed-eating and working on the aeration system at the lagoons. When the aerating system was installed standard bolts were used and many of the aerators have dropped and have had to be raised up – stainless steel bolts were used this time. Bartlett reported that crews have also been working on water leaks at Deer Drive.
- Weed and Pest: DPW Supervisor Chuck Bartlett reported the new fogger is in operation and fogging was ongoing as frequently as weather permitted.
- Hot Pool: DPW Supervisor Chuck Bartlett reported incidents of vandalism at the Hot Pool over the past week. Mayor Zeiger said there were three acts of vandalism at the Hot Pool in the men’s locker room including graffiti, plugging the toilets and chipping the walls. The Town offered a \$200.00 reward for information leading to the arrest of perpetrators and anonymous individuals have donated additional amounts to that award. Mayor Zeiger said if the vandalism continues, the council will consider locking the locker rooms at 9 or 10 p.m. There was discussion of the possibility of installing security cameras at the Hot Pool and the frequency of police patrol. Assistant Chief Knickerbocker reported patrols are stepped up in the summer. Mayor Zeiger asked Assistant Chief Knickerbocker and DPW Supervisor Chuck Bartlett to research the cost of security cameras and to report at the next council meeting.

Councilwoman Welton asked about the progress at Tyler Pickett Park and said donations in the amount of \$3,000 had been made. Welton said she received an email from Brian Rodino asking if the Town would be willing to maintain the park once it was completed and that she would forward the email to Chuck Bartlett. Mayor Zeiger asked if the council had voted on a motion to send a letter of support for the project. The council will ask Clerk Cox to confirm a prior vote on a letter of support and indicated if it had not happened, they would entertain that motion at a future meeting.

## REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: The next Airport Board meeting will be held August 14, 2013 at 1:00 p.m.

Community Center Joint Powers Board: The next meeting will be held August 19, 2013 at 4:30 p.m.

Water and Sewer Joint Powers Board: The next meeting will be held August 14, 2013 at 6:00 p.m.

Landfill Board: The next meeting will be held August 7, 2013 at 7:00 p.m.

Medical Board: Councilwoman Welton said she attended a Corbett Medical Foundation meeting at which the budgets were discussed and said it was a positive meeting and that the town was fortunate to have the Corbett Medical Foundation to help support the clinic.

Planning Commission: Chuck Bartlett reported the Planning Commission recommended approval of Steve Kuster's variance application. Councilwoman Howe made a motion to approve the variance and Councilwoman Welton seconded; motion carried unanimously. Chuck Bartlett reported the Planning Commission was still working on modifying ordinances governing home occupation and residential/retail business mixed use.

The next Planning Commission meeting will be August 13, 2013 at 5:30 p.m.

Recreation Commission: The next meeting will be August 12, 2013 at 5:00 p.m.

Community Garden Board: The next meeting will be August 12, 2013 at 6:00 p.m.

South Central Emergency Services Board: No report.

Business: The Council considered a special events application from Toga Productions for a concert to be held August 25, 2013 from 12 p.m. to 5 p.m. Councilwoman Welton asked if there had been any issues or complaints this summer resulting from music at the Yard and Mayor Zeiger reported that to his knowledge there had been none. Councilwoman Welton made a motion to approve the special event application from Toga Productions and Councilwoman Howe seconded; motion carried unanimously.

Items from the Public: Tammy Taylor addressed the council regarding the good fortune in having the Rodino's offer to help with the concept and construction of Tyler Pickett Park and said the Rodino's just wanted some volunteer help and it would be a shame to let the opportunity go by. Councilwoman Welton made a motion to send a letter indicating the Town of Saratoga would give full support to the project including maintenance of the park and Councilwoman Howe seconded; motion carried unanimously.

Ms. Taylor said she wasn't sure if the community was aware of the need for volunteers and offered to volunteer herself. Mayor Zeiger asked reporter Zach Laux if he would do a follow-up story on Tyler Pickett Park to help with community awareness and Laux agreed.

Audience member Richard Hodges said he was trying to provide information at the weekly farmer's market but only had a copy of the line drawing and requested any information available so he could more effectively present information to the public. Mayor Zeiger said he would work with Town Engineer Chuck Bartlett to provide some updated drawings for the public and for Hodges to be able to present at his stand at the farmer's market.

David Worthington addressed the council and asked what there was left to do to transfer final decision making authority from the Airport Board to the Town Council. Town Attorney Tom Thompson said he had not received any direction pertaining to that action. Mayor Zeiger asked Thompson to do a rough draft outlining the transfer.

Adjournment: Being no further business to come before the meeting, Councilwoman Welton made a motion to adjourn, seconded by Councilwoman Howe; motion carried and the meeting was adjourned.

The next regular meeting of the Saratoga Town Council will be held August 20, 2013 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

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Mayor John Zeiger

ATTEST:

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Joseph Elder, Treasurer