

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL  
HELD DECEMBER 18, 2012, 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, Councilwoman Susan Howe. Mayor John Zeiger was absent from the meeting.

APPROVAL OF AGENDA: Councilman Wilcoxson made a motion to approve the agenda as presented, seconded by Councilwoman Howe. The motion carried unanimously.

APPROVAL OF THE MINUTES: Councilman McWain made a motion to approve the minutes of the November 20, 2012 regular meeting as presented, seconded by Councilwoman Howe. The motion carried unanimously.

Councilman Wilcoxson made a motion to approve the minutes of the November 20, 2012 Public Hearing as presented, seconded by Councilwoman Howe. The motion carried unanimously.

Councilwoman Howe made a motion to approve the minutes of the December 4, 2012 regular meeting as presented, seconded by Councilman McWain. The motion carried unanimously.

Councilman McWain made a motion to approve the minutes of the December 6, 2012 Special Meeting as presented, seconded by Councilman Wilcoxson. The motion carried unanimously.

APPROVAL OF THE BILLS: Mayor Pro Tem Welton read the following bills for approval: Accounts Payable: \$97,596.02; Payroll and FICA for 12/17/2012 in the amount of \$59,387.13; and manual checks in the amount of \$231.23 for a total of \$157,214.38.

Councilwoman Howe made a motion to pay Platte River Pizza the amount of \$145.00, seconded by Councilman Wilcoxson. Councilman McWain declared a conflict and abstained. The Motion carried unanimously.

Councilman Wilcoxson made a motion to pay the remainder of the bills in the amount of \$157,069.38, seconded by Councilwoman Howe. The motion passed unanimously.

CORRESPONDENCE: Mayor Pro Tem Welton reported that the council had received a letter submitted by the Platte Valley Chamber of Commerce requesting use of the Saratoga Lake for the Ice Fishing Derby to be held on January 19 and 20, 2012. The letter included a special event application.

Chamber Director Stacy Crimmins indicated that this is the derby's 29<sup>th</sup> year and to help celebrate they will be bringing back some of the original events including a derby king and queen and women's events.

Mayor Pro Tem Welton requested that Ms. Crimmins get the appropriate signatures on the event application prior to the next council meeting and the council can then take appropriate action on the application.

Mayor Pro Tem Welton read a letter of interest from Richard Hodges to serve on the committee to address town nuisance violations.

Mayor Pro Tem Welton thanked Mr. Hodges for his letter and his interest to assist the committee in addressing nuisance violations and indicated that the council will consider appointments after the first of the year.

ITEMS FROM THE PUBLIC: Royce Kelly addressed the council stating that he had received a call from the newspaper because his name had come up at the last Planning Commission meeting and he was unaware that he was on their agenda to be discussed. He would prefer if they were going to discuss him that he be notified and invited to attend the meeting.

Mr. Kelly then read a letter which he had written to the Council after he was told that the Planning Commission would be sending him a letter notifying him that the selling of firewood in residential zones was non-compliant under the current zoning ordinance.

Mr. Kelly included in his letter a number of ordinances that he does not believe are being enforced equally. He would suggest that the Planning Commission verify the compliance of every home occupation as defined in the permitted and special use sections of the zoning sections noted in his letter. He added that everyone not compatible with the ordinances should receive the same compliance letter and he encouraged the council to direct the Planning Commission to verify compliance of every home occupation. Mr. Kelly then added that if the town strictly enforces the zoning ordinances it will create an extreme hardship on the town and the citizens trying to survive in this economy.

Councilman Wilcoxson, council representative to the Planning Commission, stated that he had been suggesting to the Board that they review and make changes to the zoning ordinances because he believes that the zoning ordinances are too restrictive.

Councilman Wilcoxson would like to see the council review the zoning ordinances to better understand some of the concerns that are being brought before them.

Councilman Wilcoxson indicated that he had discussed these issues with Mayor Zeiger and the Mayor indicated he will work with the Planning Commission to begin review of the zoning ordinances beginning in February. The Mayor reminded Councilman Wilcoxson that it will be a slow process as well as a costly process to go through all of the zoning ordinances.

Mr. Kelly stated that he has five home occupations (carpentry, childcare, an internet business and his lawn care business) which he operates out of his home and added that all are special use zoning and each one of those business require a special use permit.

Mr. Kelly would like to see the Planning Commission hold off on sending the letters if they are going to review the ordinances and perhaps make changes to some of the ones that apply to home occupations.

Councilman Wilcoxson stated that the Planning Commission voted on having Chuck Bartlett draft and mail the letters, however Mr. Bartlett had been ill and has not had an opportunity to mail the letters.

Mr. Kelly was asked by Councilwoman Howe if he had applied for and received the appropriate special use or variance permit to operate his home businesses. Mr. Kelly replied no, he had not done so but that he did not know that it was required that he do so.

Discussion continued on the drafting and mailing of the letters and Glee Johnson questioned the enforcement of the zoning ordinance to which Councilman Wilcoxson responded by reviewing the enforcement of the zoning ordinances. Further discussion continued on the same issue but no action was taken at this time.

COUNCIL COMMENTS:

Mayor Pro Tem Welton, in light of the recent school shootings, expressed her deepest sympathy and prayers for the families and friends of those affected by the tragedy. Mayor Pro Tem Welton then asked Chief Wachsmuth how and if our local schools and local law enforcement were preparing for this type of threat. Chief Wachsmuth assured the council that the department is working closely with the schools to develop plans and strategies to divert tragedy.

Mayor Pro Tem Welton noted that Mayor Zeiger had committed to help Judge the Saratoga High School Junior Class "We the People" presentations before they had set a date for the competition. Unfortunately the day picked was also the same date as the council meeting and Mayor Zeiger honored his commitment to help judge the competition.

REPORTS FROM DEPARTMENTS:

Town Hall: Clerk Suzie Cox explained that the first meeting date in January is New Years Day and requested that the council consider changing from the 1<sup>st</sup> to later in the week.

Councilman McWain made a motion to change the next council meeting to January 2, 2013, seconded by Councilman Wilcoxson. The motion passed unanimously.

Clerk Suzie Cox reported that a letter had been received from the WAM office asking for appointment of a voting delegate for the 2013 WAM business meeting to be held in conjunction with the WAM Winter Conference to be held in Cheyenne on January 30 thru February 1, 2013.

Clerk Cox explained that she had been appointed as the voting delegate for the WAM conference held in Laramie in June of 2012 and Mayor Zeiger was the alternate voting delegate. However, Mayor Zeiger had recently been asked to join the WAM Board of Directors and as such could no longer be a voting delegate. Councilwoman Howe will also be attending the conference and Clerk Cox was requesting that the council appoint a voting delegate and an alternate.

Councilman McWain made a motion to nominate Clerk Suzie Cox as the voting delegate and Councilwoman Howe as the alternate voting delegate for the 2013 WAM Convention Business Meeting to be held in Cheyenne on January 30, 2013, seconded by Councilman Wilcoxson. The motion passed.

Clerk Suzie Cox requested the council consider the designation of the official depository for the Town of Saratoga. Clerk Cox noted that although a letter had not been received from Bank of the West in the past the town has used the Rawlins National Bank, Bank of the West and the Bank of Commerce as the official depositories.

Councilman McWain made a motion to designate the Rawlins National Bank as an official depository of the Town of Saratoga, seconded by Councilwoman Howe. The motion carried unanimously.

Councilwoman Howe made a motion to designate the Bank of Commerce as an official depository of the Town of Saratoga, seconded by Councilman Wilcoxson. The motion carried unanimously.

Councilwoman Howe made a motion to designate the Bank of the West as an official depository of the Town of Saratoga, seconded by Councilman McWain. The motion carried unanimously.

Clerk Suzie Cox requested the council consider the designation of the official newspaper for the Town of Saratoga. Clerk Cox noted that the town often uses both the Rawlins Daily Times and the Saratoga Sun as the newspapers of choice for advertising.

Councilwoman Howe made a motion to designate the Saratoga Sun as the official newspaper of the Town of Saratoga, seconded by Councilman McWain. The motion passed unanimously.

Councilman McWain made a motion to designate the Rawlins Daily Times as the official newspaper of the Town of Saratoga, seconded by Councilman Wilcoxson. The motion passed unanimously.

Fire Department: Fire Chief John Lasco reported that the fire department had responded to two fires, assisted with one motor vehicle accident and assisted with one controlled burn.

Fire Chief Lasco requested permission to purchase new pagers for the fire department at a cost of \$250.00 per pager to replace some of the older model pagers currently being used.

Councilman McWain made a motion to replace some of the older model pagers with new pagers at a cost of \$250.00 per pager, seconded by Councilman Wilcoxson. The motion passed unanimously

Police Department: Chief Grayling Wachsmuth wished everyone a Very Merry Christmas

Recreation Department: Recreation Director Lisa Burton provided the council with a recreation update of events as follows:

- Ladies Night Out was held on November 29, 2012 with fifty-five paying shoppers and seventeen direct sales vendors and was very successful. It was an event that everyone would like to see scheduled again next year
- The Colcannon Christmas Concert on December 2, 2012 had approximately 100 in attendance many of which were senior citizens or out of town visitors.
- The Beading class with Jane Cary on December 6, 2012 with eight participants
- On December fourteenth hosted the Friday activities for the Saratoga Elementary school with forty kids participating.

#### Department of Public Works

- Street Department: In the absence of Chuck Bartlett, John Lasco reported that the street crew had been assisting the water department with the Maple Street sewer project and hopefully River Street will be open later this week.

Councilman Wilcoxson thanked the crews for diligently working through the many challenges that they faced in completing the installation.

- Water and Sewer
- Weed and Pest:
- Hot Pool:

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

### Airport Board:

Councilman Wilcoxson reported that the last airport board meeting was followed by a public meeting to review the Airport Master Plan. Councilman Wilcoxson noted that the information and posters are still posted in the council chambers and he encouraged those in attendance to take time to look at the information provided.

Councilman Wilcoxson added that the Master Plan includes the development of a business park which Councilman Wilcoxson believes will greatly enhance the uses of the airport area.

The next meeting of the Airport Board will be January 9, 2013 at 1:00 p.m.

### Community Center Joint Powers Board:

Councilwoman Welton reported that a meeting was held on December 17, 2012 and the budget and upcoming events were discussed.

The next meeting will be held Monday, January 21, 2013 at 4:30 p.m.

### Water and Sewer Joint Powers Board:

Mayor Pro Tem Welton read a letter of resignation from George Griffin resigning his position on the Water and Sewer Joint Powers Board effective immediately. Mr. Griffin indicated that he will be working out of town and will be unable to attend future meetings or fulfill his duties as a board member.

Councilman McWain made a motion to direct Clerk Cox to advertise for letters of interest to fill the vacancy on the Water and Sewer Joint Powers Board, seconded by Councilwoman Howe, the motion passed unanimously.

Ken Schwerdt of PMPC addressed the council and reviewed the following documents remaining for the 2011 water and sewer improvement projects:

- Pay request #5 for Simon Contractors in the amount of \$12,779.43 is for Simon Contractors and will require permission for the Mayor to sign
- Change Order No. 1 includes an increase of \$8,182.45 to lower fire hydrants and adjust the schedule of values. Mr. Schwerdt indicated that this change order will zero out the project and will require permission for the Mayor to sign
- SPT Reimbursement Request # 2012-35 for the water projects in the amount of \$15,505.79 with permission for the Mayor to sign

Councilman McWain made a motion to approve Pay Request #5 in the amount of \$12,779.43 with permission for the mayor to sign, seconded by Councilman Wilcoxson. The motion carried.

Councilwoman Howe made a motion to approve the Change Order No. 1 with increase of \$8,182.45 with permission for the mayor to sign, seconded by Councilman McWain. The motion carried.

Councilman Wilcoxson made a motion to approve the SPT Reimbursement request # 2012-35 in the amount of \$15,505.79 with permission for the mayor to sign, seconded by Councilman McWain. The motion passed unanimously.

The next meeting of the Water and Sewer JPB will be Wednesday, January 9, 2013 at 6:00 p.m.

### Landfill Board:

Medical Board: No report

Planning Commission: The Planning Commission minutes are available in the clerk's office for review.

The next meeting of the Planning Commission will be Tuesday, January 8, 2013 at 5:30 p.m.

Recreation Commission:

The next meeting of the Recreation Commission will be Monday, January 14, 2013 at 5:30 p.m.

Community Garden Board:

South Central Emergency Services Board: The SCEMS Board minutes are available in the clerk's office for review.

Adjournment: Being no further business to come before the meeting Councilman McWain made a motion to adjourn, seconded by Councilman Wilcoxson.

The next regular meeting of the Saratoga Town Council will be held on January 2, 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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Suzie Cox, Clerk