

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD JANUARY 21, 2014, 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 Councilman Mike McWain, Councilman Steve Wilcoxson, Councilwoman Susan Howe, and Councilwoman Judy Welton.

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

APPROVAL OF THE MINUTES: Councilwoman Welton made a motion to approve the minutes of the January 7, 2013 meeting as presented. Councilman Wilcoxson seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Councilwoman Welton read the following bills for approval: Accounts Payable: \$65,737.17; Payroll and FICA for 1/13/14 in the amount of \$55,818.08; and manual checks in the amount of \$8,243.24, for a total of \$129,798.49.

Councilman Wilcoxson made a motion to pay the bills in the amount of \$129,798.49. Councilwoman Welton seconded and the motion carried unanimously.

CORRESPONDENCE: Mayor Zeiger read a fundraiser letter received from the Saratoga Museum explaining upcoming fundraiser events and membership renewals.

Councilwoman Welton made a motion to renew the business membership in the amount of \$75.00. Councilman Wilcoxson seconded and the motion carried unanimously.

REPORTS FROM DEPARTMENTS:

Town Hall: Clerk Suzie Cox reported that the audit reports had been received and placed in the council's boxes for their review.

Fire Department: No report

Police Department: Chief Tom Knickerbocker reported that there was glass breakage at the hot pool over the weekend and citations were issued for hot pool violations.

Recreation Department: Recreation Director Lisa Burton requested permission to submit a grant application to Wyoming Community Gas in the amount of \$2,500.00. The grant, if awarded, will cover the cost for improving the west end of the gym on 2nd Street with topsoil, sod, a sprinkler system and split rail fence. Additionally Ms. Burton requested permission for Mayor Zeiger to sign the grant application.

Councilman Wilcoxson made a motion to allow Ms. Burton to submit the Wyoming Community Gas grant application in the amount of \$2,500.00 with permission for the Mayor to sign. Councilman McWain seconded and the motion carried unanimously.

Mayor Zeiger read Resolution 2014-02 authorizing the submission of the Community Grant Application to Wyoming Community Gas on behalf of the Town of Saratoga.

Councilman Wilcoxson made a motion approve Resolution 2014-02 authorizing the submission of the Community Grant Application. Councilman McWain seconded and the motion carried unanimously.

Department of Public Works:

- Street Department: Chuck Bartlett reported that the street crew has been working on equipment and keeping drains open.
- Water & Sewer: Chuck Bartlett requested permission to hire Brad Bauer to fill the position vacated by Glen Elliott. Mr. Bauer would be hired at the rate of \$14.92 per hour with a dollar increase upon obtaining his Class I water and Class I wastewater certification and a six month probationary period.

Councilman Wilcoxson made a motion to allow Chuck to hire Brad Bauer at the rate of \$14.92 per hour with a dollar increase upon obtaining his Class I water and Class I wastewater certification. Councilman McWain seconded and the motion carried unanimously.

Mr. Bartlett reported that the town has been approved for grant funds through State Land and Investment for the MRG grant and he and Mr. Elder are working on part two of the loan application which needs to be submitted by February 10, 2014 and they may be taking it over to the SLIB office for review before the due date.

Mr. Bartlett explained that the funding is for the million dollar project for the lagoon outfall from the lagoon to the river. The SLIB grant amount will be the amount of \$353,100.00, the loan portion of \$716,000.00 and a principal forgiveness of \$100,000.00.

Glee Johnson addressed the council with the following comments about the lagoon outflow project:

- This will be discharging directly into the river, will this affect the river project in any way, and the fact that it will run a pipe all the way across the river?
- Why was this the only type of project that was considered?
- Why the direct discharge? It has always been traditionally discharged into the river, but it doesn't seem like the most wonderful place to discharge any type of sewer project.
- Was there any consideration given to any type of evaporation pond? It would take about ten acres for the first pond and then it would take a series of ponds for the evaporation to take place.
- It is the environmental thing that is bothersome and discharging directly into the river although it has traditionally been done that way.
- And it won't cause problems with people floating the river?

Mr. Bartlett replied as follows:

The outfall will be discharged directly into the river, but the project is outside the town limits, it will not affect the river project.

The pipe will be buried as it crosses the river and will not interfere with boaters or fishermen.

No, the joint powers board looked at a number of alternatives before deciding on this type of project.

In order to have an additional evaporation system, we do not have enough room and this is exactly what we are doing now. It is discharged directly into the river. The outfall discharges into Hot Slough Creek and is causing trouble with that water hitting the river where it causes a slug flow area.

It will flow through a buried perforated pipe from the lagoon to and across the river so that the disbursement of the discharge will be much better than the current system. The pipe, as it crosses the river, will be buried and will not cause issues with people floating the river.

Ms. Johnson then questioned the anticipated sewer increases that will be necessary for the project stating:

- We already have an increase going into effect without the anticipated increase for this project.

- Everything is increasing, water, sewer, landfill and it's a burden on the consumer.

Mr. Bartlett replied as follows:

The anticipated increase will be from \$5.00 to \$8.00 dollars

Councilman Wilcoxson asked Chuck Bartlett to explain the process that was followed to begin this project.

Mr. Bartlett explained that several years ago Hot Slough Creek was classified from a class 4 to a class 2 which created the ammonia limits that we are required to meet now. The processes that were tried in the past are not working as well as hoped, especially with the decrease in flow in Hot Slough Creek. The only way to reach the ammonia levels would be to dump directly into the river where it would have a higher dilution rate or go with a mechanical plant. We have looked at using cattails and evaporation ponds but there is not enough room for evaporation ponds and we do not have the funds for a mechanical plant. With a mechanical plant we would probably be looking at \$75.00 a month just for sewer costs. The plans for this project were the most economical and feasible process that we can go with to meet the requirements that we have to meet.

Councilman Wilcoxson added that in order for the consumers to have the services that they have the reality is that the cost will increase because the costs associated with providing those services also increase.

Ms. Johnson then questioned the water and sewers department being self supporting by the rates that are charged and if the increases for the services are invested for the support of those services and do we have any money in our investment funds.

Mr. Bartlett replied that yes we do have money in our investment funds, but we do not have a million dollars in our investments to fund this project. The increase in sewer rates will enable us to increase the funds going into our investment account, however, the increase in power costs is going to raise our operation costs.

(Clerk's note: The water and sewer department operates as an enterprise fund and as such it is intended to be self supporting. It is the practice of the town to invest and maintain for sustainability any excess funds not used for the operation, maintenance and repair of the water and waste water departments. We guard our investments with care and due diligence. At the present time the operation, repair and maintenance of an aging system have made investing somewhat challenging and our revenues are used to repair and or replace problem sewer lines and faulty water lines.)

By definition – An enterprise fund establishes a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. Under enterprise accounting, the revenues in expenditures of services are separated into separate funds with its own financial statements, rather than commingled with the revenues and expenses of all other government activities. Establishing an enterprise fund does not create a separate or autonomous entity from the municipal government operation. The municipal department operating the enterprise service continues to fulfill financial and managerial reporting requirements like every other department.

Saratoga Municipal Code:

13.04.010 Water system—Ownership and control.

The system of waterworks of the town, located within the corporate limits of the town, shall be owned by the Carbon County-Saratoga impact joint powers board, provided that the joint powers board shall hold title to any facilities in trust for the benefit of the town. The town shall conduct the day-to-day maintenance on said waterwork facilities, unless otherwise mutually agreed to between the town and the joint powers board; the object being to supply the inhabitants of the town with water for domestic, manufacturing, irrigation, and other beneficial uses. (Ord. 674, 2000; prior code § 22-1)

13.28.010 Administration generally.

A. The sewer system of the town located within the corporate limits of the town shall be owned by the Carbon County-Saratoga impact joint powers board, provided that the joint powers board shall hold title to any facilities in trust for the benefit of the town. The town shall conduct the day-to-day maintenance on said sewer facilities unless otherwise mutually agreed to between the town and the joint powers board.

B. The Town of Saratoga town clerk shall be in charge of all collections of fees for tapping and for the monthly payment of rates as set out in this chapter. (Ord. 675, 2000; prior code § 19-2 (part))

Discussion continued on the decision process that went into selecting this project and the reasoning behind the Joint Powers Board in their efforts to comply with the DEQ requirements.

Weed and Pest: Mr. Bartlett reported that last year has been closed out and he will be preparing to apply for the new mosquito grants in the near future.

- Hot Pool: No report

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Mayor Zeiger read the two letters of interest for the airport board which had been received from Bobby Chitwood and Jennifer Hamilton. Both individuals indicated that they have aeronautic experience and a desire to participate on the airport board.

Councilman Wilcoxson made a motion to appoint Bobby Chitwood to the airport board for a five year term vacated by Lee Tromble, Councilwoman Welton seconded and the motion carried unanimously.

Councilman Wilcoxson made a motion to appoint Jennifer Hamilton to the airport board for the remaining one year term of office vacated by Jack Sintek, Councilman McWain seconded and the motion carried unanimously.

Clerk Cox reported that Michael Haak, Planner for Aeroland Planning, LLC would be here on February 4, 2014 at 5:30 p.m. for a public hearing to review the airport master plan.

Community Center Joint Powers Board: Councilwoman Welton noted that Executive Director Stephanie Vines had submitted her resignation and the board will be advertising for someone to fill her position.

The next meeting will be held February 17, 2014 at 4:00 p.m.

Water and Sewer Joint Powers Board: The next meeting will be held February 12, 2014 at 6:00 p.m.

Landfill Board: Richard Hodges reported that recycling had started on the fifth trailer before the end of the year which puts us well beyond what was recycled last year.

The next meeting will be held February 5, 2014 at 7:00 p.m.

Medical Board: no report

Planning Commission: The next Planning Commission meeting will be February 11, 2014 at 5:30 p.m.

Recreation Commission: The next meeting will be in February 10, 2014 at 5:00 p.m.

Community Garden Board: Mayor Zeiger read a letter of interest for the Community Garden Board from new residents Sara Griena and Adam Skadsen, stating their interest in the community garden and participating in the gardening projects.

Councilman McWain made a motion to appoint Sara Griena to the Community Garden Board, Councilman Wilcoxson seconded and the motion carried unanimously.

The council welcomed Sara Griena and Adam Skadsen and thanked them for their interest in the community and Sara introduced herself.

The next Garden Board meeting will be in March 2014.

South Central Emergency Services Board: no report

Items from the Public: Glee Johnson asked if the audit report reflected the crediting and issues with the utility penalties on delinquent bills.

Mayor Zeiger noted that he had not reviewed the audit prior to this time.

Clerk Cox noted that the auditors had been well informed about all issues during the audit process and the audit report noted no significant deficiency.

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

The next regular meeting of the Saratoga Town Council will be held January 21, 2014 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Mayor John Zeiger

ATTEST:

Suzie Cox, Clerk