

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD JUNE 18, 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 Councilman Mike McWain, Councilman Steve Wilcoxson, Councilwoman Susan Howe and Councilwoman Judy Welton.

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

APPROVAL OF THE MINUTES: Councilman Wilcoxson made a motion to approve the minutes of the May 21, 2013 meeting as presented. Councilwoman Howe seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Councilwoman Welton read the following bills for approval: Accounts Payable: \$75,677.19; Payroll and FICA for 6/18/2013 in the amount of \$61,195.12; and manual checks in the amount of \$43,590.32, for a total of \$180,462.63.

Councilwoman Howe made a motion to pay the bills in the amount of \$180,462.63. Councilman Wilcoxson seconded and the motion carried unanimously.

CORRESPONDENCE: None to report

EXECUTIVE SESSION: Councilwoman Welton made a motion to move into executive session to discuss personnel and matters of litigation in accordance with W. S. 16-4-405(a) (ii) and (iii). Councilwoman Howe seconded and the motion carried unanimously.

Councilman McWain made a motion to move out of executive session. Councilman Wilcoxson seconded and the motion carried unanimously.

Councilwoman Welton made a motion to approve the minutes from the executive session and to put the minutes of the executive session in a sealed envelope in accordance with State Statute 16-4-405(b). Councilman Wilcoxson seconded and the motion carried unanimously.

Mayor Zeiger reported that no action was taken.

REPORTS FROM DEPARTMENTS:

Town Hall: Mayor Zeiger read Ordinance 816, an Ordinance Amending Ordinance No. 811 and authorizing the budget officer to amend the 2012/2013 fiscal year budget, on third and final reading.

Councilman Wilcoxson made a motion to approve Ordinance No. 816 on second reading, seconded by Councilwoman Welton. The motion passed unanimously.

Mayor Zeiger read Ordinance No. 817 – An Ordinance to provide the income necessary to finance the 2013/2014 fiscal year budget for the Town of Saratoga, on third and final reading.

Councilwoman Welton made a motion to approve Ordinance No. 817 on third and final reading, seconded by Councilman Wilcoxson. The motion passed unanimously.

Mayor Zeiger read ORDINANCE No. 818 an Ordinance Amending, Section 2.08.031 concerning term of appointment of the Town Clerk, Treasurer, Chief of Police, Attorney and Municipal Judge, on First Reading.

Councilman Wilcoxson made a motion to approve Ordinance No. 818 on first reading, seconded by Councilwoman Welton.

- Attorney Tom Thompson explained that the change to Ordinance 2.08.031 is being done as a result of a federal case which determined that a town cannot extend an officer's term into an incoming mayor's term of office.
- Currently Ordinance 2.08.031 reads: The mayor shall make the appointments of the following officials of the Town of Saratoga: town clerk, town treasurer, chief of police, town attorney and municipal judge. Said appointments shall be subject to the approval of the town council. The appointments shall be made by the mayor at the first regularly scheduled town council meeting in January of the first term of his or her office.

The amended Ordinance shall read: *The appointments shall be made by the mayor at the first regularly scheduled town council meeting in January at the beginning of the mayor's term of office, (i.e. January 2015, January 2019, January 2023, etc.), or as soon thereafter as practical.*

The motion passed unanimously.

Mayor Zeiger read ORDINANCE No. 819, and Ordinance consenting to and approving the Assignment of the Cable Franchise and System to BCI James Cable, LLC, on First Reading.

Councilwoman Welton made a motion to approve Ordinance No. 819 on first reading, seconded by Councilman McWain. Discussion followed and the council agreed that the agreement should only be binding until 2014 to give BCI Broadband, LLC a chance to correct issues that were not addressed by the present agreement holder.

The motion passed unanimously.

Fire Department: No report

Police Department: No report

Recreation Department: Recreation Director Lisa Burton reported that the first session of summer swimming lessons are nearly over, the second session will begin in about two weeks, water aerobics has begun.

The pool building painting is nearly completed and the new fence has been installed with landscaping around the pool building being completed.

The 4th of July Craft Fair is being planned and she is contacting Vendors for the craft fair.

Department of Public Works:

DPW Supervisor Chuck Bartlett reviewed the river bank stabilization projects that are being addressed in the grant award agreement to be submitted to FEMA noting that the agreements will need to be approved with permission for the Mayor to sign.

Phase 1 – River Bank Armoring near pedestrian Bridge project amount \$9,700.00

Councilwoman Welton made a motion to approve the grant agreement for Phase 1 of the River Bank Armoring near pedestrian Bridge project in the amount of \$9,700.00 with permission for the Mayor to sign, seconded by Councilman Wilcoxson. The motion carried unanimously.

Phase 1 – River Bank Armoring near Public Works Facility project amount \$8,800.00

Councilman Wilcoxson made a motion to approve the grant agreement for Phase 1 of the River Bank Armoring near Public Works Facility project amount \$8,800.00 with permission for the Mayor to sign, seconded by Councilwoman Welton. The motion carried unanimously.

- Street Department: DPW Supervisor Chuck Bartlett reported that the crews have been weed eating, working on the on Vet's Island and helping on leaks.

Mr. Bartlett also thanked The Saratoga/Encampment/Rawlins Conservation District for their help with tree planting and landscaping at the municipal pool and also with tree planting at the community garden adding that their help and assistance is greatly appreciated.

- Water & Sewer: DPW Supervisor Chuck Bartlett reported that the crew has been working on water leaks and have installed one manhole with one more to be installed.
- Weed and Pest: DPW Supervisor Chuck Bartlett reported that the foggers are working and fogging will begin the end of the week and hopefully Circle S Aviation will begin aerial spraying on the 21st.

Councilwoman Welton made a motion to allow Chuck Bartlett to contact Circle S Aviation, LLC for mosquito spraying and to give the Mayor permission to sign the contract, seconded by Councilman Wilcoxson. The motion carried unanimously.

Hot Pool: No report

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Mayor Zeiger read the requests for reimbursement for the airport Master Plan as follows:

- a) Request for federal funds in the amount of \$3,923.00 with permission for the Mayor to sign; and
- b) Request for state funds in the amount of \$261.00 with permission for the Mayor to sign.

Mayor Zeiger noted that the town's share of this portion of the project is \$173.95 and added that the Sage Engineering summary of work performed and billing in the amount of \$4,357.95 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 \$3,923.00, with permission for the Mayor to sign, seconded by Councilman McWain. The motion carried unanimously.

Councilwoman Welton made a motion to approve the Request for Reimbursement for state funds in the amount of \$261.00, with permission for the Mayor to sign, seconded by Councilman Wilcoxson. The motion carried unanimously.

Councilwoman Welton made a motion to approve payment to Sage Engineering in the amount of \$4,357.95, seconded by Councilman Wilcoxson. The motion carried unanimously.

Michael Haak addressed the Council with an update on the Master Plan beginning with a review of the prior public hearings which he noted provided him with valuable information as he worked through the development of the master plan for the Saratoga airport.

During the discussion Mr. Haak reviewed the areas that included proposed future planning adding that the conceptual planning centered around the land use including the following:

- Proposed business park
- Proposed terminal building and alternate location –a new terminal building to replace the existing building that would be too expensive to repair – the new building would include a pilot lounge restrooms – space for the police department which would provide twenty-four hour availability
- Public utilities –extending necessary utilities across the highway (sewer)
- Land use compatibility
- Hanger area development
- Aeronautical and non-aeronautical uses identified

Mr. Haak indicated that he will be drafting an AIP set of drawings and will require approval of the council with permission for the mayor to sign prior to submission.

Councilman Wilcoxson made a motion to allow Michael Haak to draft an AIP for the Master Plan with permission for the Mayor to sign upon approval, seconded by Councilwoman Welton. The motion passed unanimously.

The next Airport Board meeting will be on July 9, 2013 at 1:00 p.m.

Community Center Joint Powers Board: Stephanie Vines, Executive Director reported on the community center upcoming activities and events. Ms. Vines noted that the wall mats purchased with CCSD#2 Recreation grant funds were delivered today and have been installed, the Carbon Power and Light annual meeting will be held this upcoming Saturday and the Summer Series events will begin with Neal McCoy and the 6th Annual Fund Raiser is scheduled for September 21st.

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

Water and Sewer Joint Powers Board: Clerk Suzie Cox reported that at the last water and sewer joint powers board meeting the board voted to recommend that the council appointment of Will Faust to the water and sewer joint powers board.

Councilman Wilcoxson made a motion to approve the appointment of Will Faust to the water and sewer joint powers board, seconded by Councilman McWain. The motion passed unanimously.

Chuck Bartlett reported that the next meeting will be June 12, 2013 at 6:00 p.m..

Landfill Board: The next meeting will be June 5, 2013 at 7:00 p.m.

Medical Board:

Planning Commission: Mr. Bartlett reported that at the last meeting an application for a Variance was submitted by Steve Deorio and recommended for approval by the Planning Commission.

Councilman Wilcoxson made a motion to approve the Variance submitted by Steve Deorio, seconded by Councilman McWain. The motion passed unanimously.

Chuck Bartlett reported that the Planning Commission would be holding a workshop on June 20th at 5:30 p.m. in the council chambers to review ordinance issues.

The next meeting of the planning commission will be Tuesday, July 9, 2013 at 5:30 p.m.

Mayor Zeiger cautioned the Planning commission by stating that he and the council take advise offered by town attorney Tom Thompson very seriously and that although the planning commission is moving forward he would advise them to also listen to Chuck Bartlett and Tom Thompson very carefully when addressing zoning issues.

Recreation Commission:

The next meeting of the recreation commission will be Monday, July 15, 2013 at 5:00 p.m.

Community Garden Board:

The next meeting of the Saratoga Community Garden Board will be Monday, July 8, 2013 at 6:00 p.m. at the Town Hall.

South Central Emergency Services Board: No report

Business: Councilwoman Judy Welton reported that the Rodeno Family is assisting the town and the American Legion with the Sgt. Tyler Picket Memorial park and the Veteran's Island annex and asked for a commitment from the council that the town will move forward with their assistance to complete the project as soon as possible. The council was forthcoming with their commitment and thanked the Rodeno Family for their assistance and support toward the project.

Mayor Zeiger reviewed the Special Event Applications submitted by the Chamber for the Steinley Cup Microbrew Festival August 17th at Kathy Glode Park including an open container permit .

Councilwoman Welton made a motion to approve the Special Event Application submitted by the Chamber for the Steinley Cup Microbrew Festival August 17th at Kathy Glode Park, seconded by Councilman Wilcoxson. The motion passed unanimously.

Councilman Wilcoxson made a motion approve the open container permit included in the event application for the Steinley Cup Microbrew Festival August 17th at Kathy Glode Park, seconded by Councilman McWain. The motion passed unanimously.

Mayor Zeiger reviewed the Special Event Application submitted by the American Legion for the 4th of July Parade.

Councilwoman Welton made a motion to approve the Special Event Application submitted by the American Legion for the 4th of July Parade, seconded by Councilwoman Howe. The motion passed unanimously.

Mayor Zeiger reviewed the Special Event Application (Power at the Pavilion) submitted to be held at the Saratoga Museum Pavilion.

Councilwoman Howe made a motion approve the event application for (Power at the Pavilion) submitted to be held at the Saratoga Museum Pavilion, seconded by Councilman Wilcoxson. The motion passed unanimously.

Items from the Public: Richard Hodges requested that the council consider smoothing out the road across the lake dam area and building a road around the lake. Discussion followed with no action taken.

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

The next regular meeting of the Saratoga Town Council will be held on July 2, 2013 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Mayor Pro Tem Judy Welton

ATTEST:

Suzie Cox, Clerk