

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD MAY 06, 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. Councilman Wilcoxson seconded and the motion passed unanimously.

APPROVAL OF THE MINUTES: Councilwoman Welton made a motion to approve the minutes of the April 15, 2014 meeting as presented. Councilman Wilcoxson seconded and the motion passed unanimously.

APPROVAL OF THE BILLS: Councilwoman Welton read the following bills for approval: Accounts Payable: \$32,914.48; Payroll and FICA for 4/22/2014 and 05/05/2014 in the amount of \$115,085.35; and manual checks and April liabilities in the amount of \$45,344.03, for a total of \$193,343.86.

Councilwoman Howe made a motion to pay the bills in the amount of \$193,343.86. Councilwoman Welton seconded and the motion passed unanimously.

CORRESPONDENCE: Mayor Zeiger read a letter from Joe Elder, Executive Director of the Platte Valley Community Center, indicating that as of June 30, 2014 the terms for Stacy Crimmins and Sonja Collamer on the Platte Valley Community Center Joint Powers Board will expire. Mrs. Collamer is not seeking reappointment and the PVCCJPB is accepting letters of interest to fill her position. Mrs. Crimmins has expressed interest in being reappointed to the board for another 3 year term.

Councilwoman Welton made a motion to reappoint Stacy Crimmins to the Platte Valley Community Center Joint Powers Board for a 3 year term beginning July 1, 2014. Councilman McWain seconded and the motion passed unanimously.

Mayor Zeiger read an email from Gwynn Bartlett, Carbon County Clerk, indicating the Board of County Commissioners for Carbon County and the various fire chiefs from the county departments will meet on May 21, 2014 to discuss fire protection in the county as well as a potential fire protection district.

REPORTS FROM DEPARTMENTS:

Town Hall:

Chuck Larsen, General Manager for Carbon Power & Light, read a letter from Robert J. Johnson, President of the board of directors of Carbon Power & Light, regarding the renewal of the franchise agreement and possible implementation of a franchise fee. The letter stated that Carbon Power & Light was formed in 1941 as a "not for profit Member-Owned, Rural Electric Cooperative" and because it is an Electric Cooperative, excess margins are required to be returned to its members in the form of capital credits and in the last 10 years they have returned over \$80,062.80 in capital credits to their local members. In his letter, Mr. Johnson stated that Carbon Power has been a viable part of the community for 70 years and has contributed towards the economic and social welling being with funds and donated time to Saratoga and the surrounding communities. The letter also indicated that any franchise fee accessed on the gross revenues would be passed on to the members in a monthly fee and administrative fee.

In response, Mayor Zeiger stated that he and Clerk Cox have contacted other communities in Wyoming, including Rawlins, Laramie and Jackson, to find out if they charge franchise

fees and, if so, at what rate. The majority of those contacted do charge fees that range from 2% - 4%. The mayor went on to say that Carbon Power & Light is the only utility in Saratoga that does not pay a franchise fee.

Mayor Zeiger read the Vyve Cable Franchise Agreement and Tom Thompson, town attorney, addressed the council with revisions made to the agreement. Mr. Thompson stated that the franchise fee had been increased to 4%, a requirement to add cable to any annexed area within one year of annexation was added and the new agreement made it so all new cable had to be buried. Mr. Thompson recommended approving the agreement on the first reading and any other changes could be made before the second reading, including the addition of a requirement for Vyve Cable to reimburse the town for the price of publishing.

Councilwoman Welton made a motion to approve the Vyve Cable Franchise Agreement on first reading. Councilman Wilcoxson seconded and the motion carried unanimously.

Mayor Zeiger read **ORDINANCE 823 – an ordinance amending Ordinance 817 of the Town of Saratoga, Carbon County, State of Wyoming, authorizing the Town of Saratoga Budget Officer to amend the 2013/2014 fiscal year budget on third and final reading.**

Councilman Wilcoxson made a motion to approve ORDINANCE 823 – a budget amendment ordinance amending the 2013/2014 budget on third and final reading. Councilwoman Welton seconded and the motion carried unanimously.

Mayor Zeiger read **ORDINANCE 824 – an ordinance amending the Town of Saratoga Municipal Code, Section 10.40.010: (pertaining to the Uniform Act Regulating Traffic on Highways) Wyo. Stat. 31-5-101 through 31-5-1214 (2014), are adopted in their entirety by reference and incorporated in this chapter as a part of this code as if fully and completely set forth in this chapter on third and final reading.**

Councilman McWain made a motion to approve ORDINANCE 824 – an ordinance amending the Town of Saratoga Municipal Code, Section 10.40.010 pertaining to the Uniform Traffic code on third and final reading. Councilwoman Welton seconded and the motion carried unanimously.

Mayor Zeiger read a Special Event Application submitted by Carbon Power & Light to use Veterans Island on June 27, 2014 for a company picnic.

Councilman Wilcoxson made a motion to approve the Special Event Application submitted by Carbon Power & Light to use Veterans Island on June June 27, 2014 for a company picnic, contingent on the island not being closed due to flooding or the bridge project. Councilwoman Welton seconded and the motion carried unanimously.

Mayor Zeiger read a Special Event Application submitted by Chris Shannon to host the Jalan Crossland Band and The Lonesome Heroes at The Yard on July 18, 2014 from noon to 10:00 p.m.

Councilman McWain made a motion to approve the Special Event Application submitted by Chris Shannon to host the Jalan Crossland Band and The Lonesome Heroes at The Yard on July 18, 2014 from noon to 10:00 p.m. Councilman Wilcoxson seconded and the motion carried unanimously.

Mayor Zeiger read a Special Event Application submitted by Chris Shannon to host Girls Night Out featuring various artists at The Yard on August 17, 2014 from noon to 10:00 p.m.

Councilman McWain made a motion to approve the Special Event Application submitted by Chris Shannon to host Girls Night Out, featuring various artists, at The Yard on August 17, 2014 from noon to 10:00 p.m. Councilman Wilcoxson seconded and the motion carried unanimously.

Mayor Zeiger introduced Sam Flohr as the new town treasurer. Mr. Flohr explained that he had moved to Saratoga from Colorado and has found the town to be “very welcoming and obliging”.

Fire Department: No Report

Police Department: Town Attorney Thompson reviewed the Encampment Dispatch Agreement between the Town of Encampment and the Town of Saratoga which provides for 24-hour a day, seven day a week, 365 days a year, emergency and non-emergency dispatch service for the police department, fire department and emergency medical services for Encampment and also includes the Town of Saratoga providing a server for the Spillman services. Mr. Thompson indicated that the new agreement, which will go into effect on July 1, 2014, includes an increase from \$12,000 to \$15,000 per year. Chief Knickerbocker stated that there had not been an increase since 1994.

Council members were advised to review the agreement before the council meeting on May 20th. Chief Knickerbocker will furnish the Town of Encampment with a copy of the revised agreement to allow them to review the changes as well.

Chief Knickerbocker introduced Daniel Starr and Tiffany Moore as new employees of the police department.

Mr. Starr will be employed as a full time police officer and was raised in the Saratoga area; most recently employed at the hospital in Rawlins. He is also an EMT and works on the ambulance service in Saratoga.

Ms. Moore will be employed as a part time dispatcher and moved to Saratoga from Rawlins.

Chief Knickerbocker reported that there was an officer involved shooting. The suspect is out of the hospital and is in jail. The officer received counseling and was given 10 days paid leave and will return to work on Friday, May 9, 2014. The incident was investigated by DCI and the report turned over to the Carbon County Attorney, who ruled it as a justified shooting.

Recreation Department: Recreation Director Burton requested permission to hire lifeguards, cashiers and water safety instructors for the Saratoga Municipal Pool; two of which are new employees and the rest are returning employees.

Director Burton requested permission to hire Ransom Gates as Pool Manager at a rate of \$11.25 per hour.

Councilwoman Welton made a motion to hire Ransom Gates as Pool Manager at a rate of \$11.25 per hour. Councilman Wilcoxson seconded and the motion carried unanimously.

Director Burton requested permission to hire Sarah Lincoln at a rate of \$10.50 per hour.

Councilwoman Welton made a motion to hire Sarah Lincoln at a rate of \$10.50 per hour. Councilman Wilcoxson seconded and the motion carried unanimously.

Director Burton requested permission to hire Rebecca Burton at a rate of \$10.50 per hour.

Councilman Wilcoxson made a motion to hire Rebecca Burton at a rate of \$10.50 per hour. Councilwoman Welton seconded and the motion carried unanimously.

Director Burton requested permission to hire Taylor Smith at a rate of \$10.00 per hour.

Councilwoman Welton made a motion to hire Taylor Smith at a rate of \$10.00 per hour. Councilman Wilcoxson seconded and the motion carried unanimously.

Director Burton requested permission to hire Ben Gates at a rate of \$10.00 per hour.

Councilman Wilcoxson made a motion to hire Ben Gates at a rate of \$10.00 per hour. Councilwoman Welton seconded and the motion carried unanimously.

Director Burton requested permission to hire Aubree Neville at a rate of \$9.00 per hour.

Councilwoman Welton made a motion to hire Aubree Neville at a rate of \$9.00 per hour. Councilman Wilcoxson seconded and the motion carried unanimously.

Director Burton requested permission to hire Matison Love at a rate of \$8.50 per hour.

Councilman McWain made a motion to hire Matison Love at a rate of \$8.50 per hour. Councilman Wilcoxson seconded and the motion carried unanimously.

Director Burton requested permission to hire Veronica Lincoln at a rate of \$8.50 per hour.

Councilwoman Welton made a motion to hire Veronica Lincoln at a rate of \$8.50 per hour. Councilman McWain seconded and the motion carried unanimously.

Director Burton requested direction as to when the council wanted to have the pool open, since the last day of school in Saratoga is June 6, 2014. Mayor Zeiger stated that he would like to see it open by Memorial Day weekend.

Director Burton also provided the council with the May calendar of events.

Department of Public Works

- Street Department: Public Works Supervisor Bartlett requested permission to raise the camping fees at Saratoga Lake, explaining that they have remained the same for several years. Mr. Bartlett requested permission to increase the trailer sites with electricity from \$10 to \$15 per night; trailer sites with no electricity from \$7 to \$10 per night; and leave the tent sites at \$7 per night.

Councilwoman Welton made a motion to allow Mr. Bartlett to raise the camping fees at Saratoga Lake and increase the trailer sites with electricity from \$10 to \$15 per night; trailer sites with no electricity from \$7 to \$10 per night; and leave the tent sites at \$7 per night. Councilman Wilcoxson seconded and the motion carried unanimously.

Public Works Supervisor Bartlett requested permission to hire John Murray to water the trees and flowers at a rate of \$10 per hour.

Councilman Wilcoxson made a motion to allow Mr. Bartlett to hire John Murray to water the trees and flowers at a rate of \$10 per hour. Councilwoman Welton seconded and the motion carried unanimously.

Mr. Bartlett requested permission to hire Cameron Collamer as a weed technician at a rate of \$9 per hour.

Councilwoman Welton made a motion to allow Mr. Bartlett to hire Cameron Collamer as a weed technician at a rate of \$9 per hour. Councilman Wilcoxson seconded and the motion carried unanimously.

Mr. Bartlett reported that his crew had cleaned Hugus ditch, removed logs from the bridge at Veterans Island, completed sprinkler system repairs at Kathy Glode Park, and continue to work on the greenhouse at the community garden.

- Water & Sewer: Public Works Supervisor Bartlett reported that his crew had been flushing hydrants and also working on the greenhouse at the community garden.

- Weed and Pest: Mr. Bartlett reported that the town will receive a mosquito grant in the amount of \$29,868.

Mr. Bartlett requested permission to advertise for bids for aerial spraying.

Councilman McWain made a motion to allow Mr. Bartlett to advertise for bids for aerial spraying. Councilman Wilcoxson seconded and the motion carried unanimously.

- Hot Pool: No report

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: The airport board will conduct a workshop on May 10, 2014 at 1 p.m. at the Saratoga Town Hall.

The next meeting of the airport board is scheduled for May 14, 2014 at 1 p.m. at the Saratoga Town Hall.

Community Center Joint Powers Board: Joe Elder, Executive Director of the Platte Valley Community Center, stated that the available position on the board had been advertised and they were accepting letters of interest.

Mr. Elder also reported that the center had hosted the State Lions convention and the Wyoming County Commissioners which included visits by Governor Matt Mead and Representative Cynthia Lummis.

Upcoming events include concerts, a play and storytelling presented by Saratoga Elementary and Saratoga Middle High School.

On May 7th, there will be a short film presented on bark beetles and the Medicine Bow National Forest. Two concerts have been booked at the community center, including Glen Miller on June 23rd and Colin Raye on July 3rd. Tickets for either concert are \$45.

Mr. Elder also reported that issues with the website are being fixed and the website is being updated.

He also thanked the town employees for turning on the sprinklers for the lawn.

The next meeting will be held Monday, May 19, 2014 at 4:30 p.m.

Water and Sewer Joint Powers Board: The next meeting of the water and sewer joint powers board will be Wednesday, May 14, 2014 at 6:00 p.m.

Landfill Board: The next meeting will be Wednesday, June 4, 2014 at 7:00 p.m. in Saratoga.

Medical Board: Councilwoman Welton indicated there was nothing new to report.

Planning Commission: The next meeting will be Tuesday, May 13, 2014 at 5:30 p.m.

Recreation Commission: The next meeting will be Monday, May 12, 2014 at 5:00 p.m.

Community Garden Board: Cynthia Bloomquist reported that the board had been revised and the town crews were working to complete the greenhouse.

The next meeting of the Saratoga Community Garden Board will be Monday, May 12, 2014 at 6:00 p.m.

South Central Emergency Services Board: Mayor Zeiger asked the council members to review the SCWEMSJPB letter and budget information that was in their packets.

ITEMS FROM THE PUBLIC:

David Worthington inquired if the open position on the airport board had been filled and if it was advertised.

Mayor Zeiger responded that it was and to date they had not received any letters of interest.

Mr. Worthington also inquired if there was a job description for the airport manager and the rate of compensation.

Town Attorney Thompson stated that he did not know but could check on it.

Mr. Worthington asked if the upcoming airport board workshop was advertised as he thought other hanger owners would be interested if they knew about it.

Mayor Zeiger indicated that the workshop was set by the airport board not the council.

Mike Dunn from the Saratoga Sun asked if the town was accepting reservations for Veterans Island.

Mayor Zeiger responded that it was contingent on the whether the river was flooding or if there was a crane in place to help with pedestrian bridge.

Chris Shannon asked about the status of the current Carbon Power & Light franchise agreement.

Mayor Zeiger responded that the current agreement expires in July.

Glee Johnson asked what the amount of the franchise fee is that Carbon Power & Light currently pays.

Mayor Zeiger responded that CP&L has never paid a franchise fee.

Adjournment: Being no further business to come before the meeting, Councilwoman Welton made a motion to adjourn. Councilman Wilcoxson seconded and the motion carried unanimously.

The next regular meeting of the Saratoga Town Council will be held on May 20, 2014 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Mayor John Zeiger

ATTEST:

Lisa G. Burton