

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD NOVEMBER 21, 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 McWain, Councilman Steve Wilcoxson, and Councilwoman Susan Howe. Councilwoman Judy Welton was absent from the meeting.

APPROVAL OF AGENDA: Mayor Zeiger asked that the agenda be amended to include a report from Councilwoman Howe on the COG meeting.

Councilman Wilcoxson made a motion to approve the agenda as amended, seconded by Councilman McWain. The motion carried unanimously.

APPROVAL OF THE MINUTES: Councilwoman Howe made a motion to approve the minutes of the November 5, 2013 meeting, seconded by Councilman Wilcoxson. The motion carried unanimously.

APPROVAL OF THE BILLS: Mayor Zeiger read the following bills for approval: Accounts Payable: \$225,563.24; Payroll and FICA for 10/18/13 in the amount of \$59,511.36; and manual checks in the amount of \$231.23 for a total of \$285,305.83.

Councilman McWain made a motion to pay the Prairie Dog Electric bill in the amount of \$110.00, seconded by Councilman Wilcoxson. Councilwoman Howe declared a conflict and abstained. The motion passed unanimously.

Councilman McWain made a motion to pay remainder of the bills in the amount of \$185,195.83, seconded by Councilman Wilcoxson. The motion passed unanimously.

CORRESPONDENCE: Mayor Zeiger read a letter from WAM with notice of vacancies and nomination form for the WAM-JPI joint powers board elections. The letter indicated that there would be three terms and each of those would be a three year term. Those positions are open to any interested individuals from a participating agency. The nomination forms are due by February 28, 2014.

REPORTS FROM DEPARTMENTS:

Town Hall: Mayor Zeiger reported that the public hearing for the liquor license renewal applications had been held prior to the council meeting with no public comment or concern noted.

Mayor Zeiger asked Chief Knickerbocker on each motion to approve the following applications if any complaints or concerns should be noted about that establishment.

Councilman McWain made a motion to approve the renewal of a limited retail (club) liquor license for the American Legion, seconded by Councilwoman Howe. Councilman Wilcoxson declared a conflict and abstained. No complaint or concern had been noted. The motion carried unanimously.

Councilman McWain made a motion to approve the renewal of a bar & grill liquor license for Bella's Bistro, seconded by Councilman Wilcoxson. No complaint or concern had been noted. The motion carried unanimously.

Councilwoman Howe made a motion to approve the renewal of a restaurant liquor license for Del Rio, LLC, seconded by Councilman Wilcoxson. No complaint or concern had been noted. The motion carried unanimously.

Councilman Wilcoxson made a motion to approve the renewal of a retail liquor license for the Duke's Bar and Grill, seconded by Councilman McWain. Chief Knickerbocker indicated some concerns had been noted about this establishment.

Chief Knickerbocker noted that the police department is compiling files that will note any concerns or complaints received by the police department. The police department will investigate the complaints and monitor the amount of alcohol that is being served to customers that could be causing some of the complaints that are noted. If the complaints or concerns are numerous they will recommend suspension of the liquor license, if the complaints or concerns continue the holder could have the license withdrawn.

Councilman Wilcoxson asked that there be a clear and concise investigation of circumstances prior to the suspension or loss of any license. Chief Knickerbocker indicated that there would be a full investigation. Additionally Chief Knickerbocker stated that he is attempting to have one of the officers certified as a TIPS trainer to train the servers in each establishment.

Clerk Cox was directed to write a letter to all liquor license holders indicating that the police department will be observing the amount of alcohol that is being served, behavior of the patrons and the possible TIPS training that will be provided in the future.

The question was called and the motion carried unanimously.

Councilman McWain made a motion to approve the renewal of a restaurant liquor license for Hugus & Co, Inc., seconded by Councilman Wilcoxson. No complaint or concern had been noted. The motion carried unanimously.

Councilman McWain made a motion to approve the renewal of a retail liquor license for the Rustic Bar, Inc., seconded by Councilman Wilcoxson. No complaint or concern had been noted. The motion carried unanimously.

Councilman Wilcoxson made a motion to approve the renewal of a retail liquor license for the Saratoga Inn Resort and Spa, seconded by Councilman McWain. The motion carried unanimously.

Councilman McWain made a motion to approve the renewal of a micro brewery license for the Snowy Mountain Brewery Corp., seconded by Councilman Wilcoxson. No complaint or concern had been noted. The motion carried unanimously.

Councilman Wilcoxson made a motion to approve the renewal of a retail liquor license for the Valley Liquor, LLC, seconded by Councilwoman Howe. No complaint or concern had been noted. The motion carried unanimously.

Councilman McWain made a motion to approve the renewal of a retail liquor license for the Wolf Hotel, Inc., seconded by Councilman Wilcoxson. No complaint or concern had been noted. The motion carried unanimously.

Chuck Bartlett requested permission to advertise for the sale of two town lots – Lots 1 and 2, Block 25, Crawford Addition to the Town of Saratoga- located at the southwest corner of Greenwood Avenue and South Veterans Street. It was stated that there had been inquiries into the possible purchase of these properties.

Councilman Wilcoxson made a motion to advertise these properties for sale, seconded by Councilman McWain. The motion carried unanimously.

Clerk Suzie Cox explained that the LGLP election ballots were in the council packets for the councils review.

Clerk Suzie Cox reported that the WAM Winter Conference will be held in Cheyenne February 26, 27,28, 2014 and the WAM office would like the names of the voting delegate and alternate voting delegate for the conference. Clerk Cox indicated that Mayor Zeiger, Councilwoman Howe and Clerk Cox would be attending the conference. However Mayor Zeiger is a member of the WAM board and as such he could not be designated a voting delegate.

Councilman Wilcoxson made a motion to appoint Councilwoman Howe as the voting Delegate and Clerk Cox as the alternate for the February WAM winter conference, seconded by Councilman McWain. The motion passed unanimously.

Councilwoman Howe reported that she had attended the COG (Council of Governments) meeting in Rawlins on November 20th. A discussion was held on the 5th penny tax and it was noted that the county commissions have decided to put the tax on the ballot for 2014.

A discussion was held concerning the cost of putting the tax on the ballot as opposed to rolling it over or making it a permanent tax and the in-kind participation by each community that can help off-set some of the cost of placing it on the ballot for 2014. It was noted that most people wanted the option of approving the additional tax even though they will support the tax during the election.

Councilman McWain made a motion to support the county commissioner's decision to put the 5th penny tax back on the ballot for 2014, seconded by Councilman Wilcoxson. The motion passed unanimously.

Fire Department: No report.

Police Department: Chief Tom Knickerbocker addressed the council and introduced Anthony Gamble who has been hired as the resource officer for the remainder of the school year.

Officer Gamble thanked the council for the opportunity to work for the Town of Saratoga and noted that he had been a Resource Officer on the Wind River Reservation and had recently been working for the Carbon County Sheriff's Office.

Chief Knickerbocker requested permission to appoint Officer Gamble as the Saratoga representative to the County Juvenile Services Board.

Councilman McWain made a motion to appoint Officer Gamble as the Saratoga Representative to the Juvenile Services Board, seconded by Councilman Wilcoxson. The motion passed unanimously.

Chief Knickerbocker requested permission to send three dispatchers to an emergency dispatch training that will be held in Rawlins on January 14, 15 and 16, 2014. The Carbon County Sheriff's Office will be hosting the training and the cost will be approximately \$300.00 per person. The dispatchers will be trained on how to handle emergency medical situations.

Councilman Wilcoxson made a motion to allow Chief Knickerbocker to send three dispatchers to the emergency dispatch training in Rawlins on January 14, 15 and 16, 2014 at a cost of approximately \$300.00 per person, seconded by Councilman McWain. The motion passed unanimously.

Chief Knickerbocker reported that following the last council meeting when he had asked for permission to purchase the new 911 recording system he had found a company that could provide the same system for \$15,488.80, approximately \$2000.00 less than the previous quote and he was requesting permission to purchase that system rather than the one approved at the last council meeting.

Councilman McWain made a motion to allow Chief Knickerbocker to purchase the system that will save the town approximately \$2000.00, seconded by Councilman Wilcoxson. The motion passed unanimously.

Chief Knickerbocker reported that they had completed their interviews and background check and he was requesting permission to hire Tadd Dickey as a police officer.

Councilman Wilcoxson made a motion to allow Chief Knickerbocker to hire Tadd Dickey to fill the vacancy at the police department, seconded by Councilman McWain. The motion passed unanimously.

Recreation Department: Recreation Director Lisa Burton reported the following:

- The Missoula Children's Theater presentation had approximately three hundred in attendance and brought in approximately \$701.00 in donations.
- Glow-in-the Dark volleyball co-sponsored by the HUB had approximately thirty-nine kids grades 6-12 participating.

- World dance class will begin November 21 and has ten kids signed up.
- Ladies Night Out is scheduled for December 4th and has ten Vendors signed up to participate.
- The Jingle Bell Fun Run is scheduled for December 7th and will be a two mile fun run with a \$10.00 registration fee.

Department of Public Works:

- Street Department: Chuck Bartlett reported that the Street crew has been working on the water truck, cleaning up weeds around the airport fence and checking on the heating system at the hot pool and working on the downtown sidewalk heaters.
- Water & Sewer: The water and sewer department crew has been making water pit repairs and installing new services.
- Weed and Pest: No report
- Hot Pool: Mr. Bartlett reported that the cameras have been installed at the hot pool.

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Lee Tromble addressed the council and reread portions of the lease agreements and corresponding portions of the Amended Minimum Standards that are applicable to the leases. Mr. Tromble noted that the Airport Board voted at their last meeting to give him permission to work with attorney Tom Thompson to change Paragraph 11 of the Private Operator Hanger Lease Agreement to comply with Minimum Standards.

Councilman Wilcoxson made a motion to support the recommendation from the Airport Board to approve the Private Operator Hanger Lease Agreement as presented, seconded by Councilwoman Howe. The motion passed unanimously.

Councilwoman Howe made a motion to allow the Mayor to sign the Private Operator Hanger Lease Agreement to be sent to each hanger owner as appropriate, seconded by Councilman Wilcoxson. The motion passed unanimously.

There will not be an Airport Board meeting in December.

Community Center Joint Powers Board: The next meeting will be held December 11, 2013 at 4:00 p.m.

Water and Sewer Joint Powers Board: Chuck Bartlett reported that the yearly water well payment is due and the treasurer will transferred funds in the amount of \$108,676.97 to cover that payment.

Councilman Wilcoxson made a motion to allow the transfer of funds in the amount of \$108,676.97 for the yearly water well loan payment, seconded by Councilman McWain. The motion passed unanimously.
The next meeting will be held December 11, 2013 at 6:00 p.m.

Landfill Board: The next meeting will be held December 4, 2013 at 7:00 p.m.

Medical Board: no report

Planning Commission: Councilman Wilcoxson reported that at the last meeting the commission voted to send Royce Kelly a notice to cease and desist with a proposed one hundred dollars per day fine for as long as his actions continue in violation of the proposed cease and desist.

Councilman Wilcoxson added that there was considerable discussion on the ability of the council representative having “two votes” when serving on a board. These two votes would be the vote on the during a board or commission meeting and a vote during the Council meetings.

It was noted that letters of interest will be addressed at the next council meeting.

The next Planning Commission meeting will be December 10, 2013 at 5:30 p.m.

Recreation Commission: There will not be a December meeting and the next meeting will be in January 2014.

Community Garden Board: It was reported that there will be two vacancies on the Community Garden Board which will be brought before the council on December 3, 2013. Vacancy notices will be sent to the paper for publication.

There will not be a meeting in December.

South Central Emergency Services Board: no report

Business: Mayor Zeiger read **Ordinance 820**: An Ordinance Amending Section 13.60.010 (C) of The Town of Saratoga Municipal Code - Chapter 13.60 (C) addresses late charges to be assessed for each service that monthly fees for said service are delinquent on second reading.

Councilwoman Howe made a motion to approve Ordinance 820 on second reading, seconded by Councilman Wilcoxson. The motion passed unanimously.

Mayor Zeiger read **Ordinance 821**: An Ordinance Amending Section 13.60.010 (C) (6) of The Town of Saratoga Municipal Code - Chapter 13.60 addresses delinquent charges, payment, and termination of services concerning billing and collection for water service, sewer service, garbage disposal and pest control fees and charges, notification and enforcement on second reading.

Councilman McWain made a motion to approve Ordinance 821 on second reading, seconded by Councilman Wilcoxson. The motion passed unanimously.

Items from the Public: The following issue was discussed with no action taken:

David Worthington addressed the council and stated his issues with the decisions of the airport board and the council concerning the airport hanger leases. Mr. Worthington also stated his opposition to some of the current operations at the airport including his desire to see the council change the authority of the airport board to the council.

Richard Hodges reported that through the efforts of everyone who is recycling the fourth trailer is nearly filled and that would make it approximately sixty tons of material has been kept out of the landfill.

Robert Thrasher, Planning Commission member, addressed the council stating that at the last planning commission meeting there was a risk management person and a lawyer in attendance discussing the position of the council representative as a voting member indicating that they believe this is not appropriate. Mayor Zeiger agreed that this issue is something that the council will be looking into as to how best address the issue.

Mr. Thrasher also noted that Mayor Zeiger had left the meeting and then came back to the meeting and stated that he is disappointed in the organization and the manner in which some of the things discussed in the meeting are being addressed.

Mayor Zeiger stated that following concerns stated by Councilwoman Howe and Chief Knickerbocker, he had listened to the tape of the last meeting and after attending this month's meeting it appears to him that the planning commission is very disorganized.

Mr. Thrasher indicated he understood and felt the same way. He indicated that he believes that the Master Plan will address issues that have been discussed during the planning commission meetings and it will help correct some of those same concerns.

Mayor Zeiger stated that was why the decision was made to change from a housing study to a study that will include the master plan. It also helped with the decision to ask for assistance from KayCee Alameda with VOV, Michael Haak, and Cindy Wallace of the CCEDC. Mayor Zeiger stated that he believes if this group can work together it will help us develop a plan that will benefit the town as a whole.

Adjournment: Being no further business to come before the meeting, Councilman Wilcoxson 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 December 3, 2013 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Mayor John Zeiger

ATTEST:

Suzie Cox, Clerk