

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD NOVEMBER 5, 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, Councilwoman Susan Howe and Councilwoman Judy Welton.

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

APPROVAL OF THE BILLS: Councilwoman Welton read the following bills for approval: Accounts Payable: \$52,949.27; Payroll and FICA for 10/21/13 and 11/4/2013 in the amount of \$110,04.17; and manual checks in the amount of \$47,992.54 for a total of \$211,045.98.

Councilman Wilcoxson made a motion to pay the bills as presented in the amount of \$211,045.98, seconded by Councilwoman Howe. The motion passed unanimously.

REPORTS FROM DEPARTMENTS:

Town Hall: Jane Huntley addressed the council and asked them to allow the delivery trucks for the Family Dollar Store to have a three to four hour window for unloading. The delivery trucks will be told that when parking on Main Street to unload they must park with jackknifed tractors so as to not completely block traffic traveling on that portion of Main Street. Discussion followed with both Chief Knickerbocker and Chuck Bartlett commenting on the need to keep at least a portion of the street open for traffic and Ms. Huntley acknowledging that they will monitor the drivers to see that they comply with that request.

Councilman McWain made a motion to allow the Family Dollar Store delivery trucks a three hour window in which to unload their truck as long as they do not block the entire street, seconded by Councilman Wilcoxson. The motion carried unanimously.

KayCee Alameda of Voices of the Valley, Cindy Wallace for Carbon County Economic Development Council and Michael Haak, Sage Engineering addressed the council and explained that following the Mayor's request that they address the Wyoming Community Block Grant for a housing study a meeting had been held and it was determined that it might be beneficial to consider a full Comprehensive Study. A feasibility study would mean that the town would apply for the Community Development and Economic Development plans \$50,000 maximum award with a 25% match rather than the Housing plans \$20,000 maximum award also with a 25% match. The full comprehensive study would cover all infrastructure needs of the community and would also include a housing study.

KayCee Alameda reported that VOV's housing working group has been discussing the housing needs of the valley with the proposed energy development throughout the county and the impact it is likely to have in each community. Kaycee added that VOV believes that the communities need to take a very active approach in preparing for the influx of workers that are anticipated on the future. Ms. Alameda indicated that she would assist Cindy Wallace in writing the grant with impute from the town and that VOV has indicated that they will offer \$2,500 to assist with the 25% match required by the grant.

Cindy Wallace reviewed the timelines that are required by the grant application which will include a public hearing, resolution supporting the grant application, and a review by Pat Robbins of the Wyoming Business Council prior to submission of the completed grant application.

Michael Haak addressed the council and explained that he had been doing planning work for the airports Master Plan and believes that a comprehensive plan would assess the current situation and include all the needs of the community including the housing study.

Chuck Bartlett stated that the town is in need of updating their thirty plus year old plans and if the town does a housing study at this time and develops a master plan later a housing plan will have to be done again to fit in with the comprehensive master plan. A comprehensive plan will address transportation, land use, community economic development, housing, critical planning areas, community facilities and not merely a housing study.

Councilwoman Welton made a motion to apply for the \$50,000 Community Block Grant to do a comprehensive study, seconded by Councilwoman Howe. Discussion followed. The question was called and a roll call vote was taken. Councilman McWain voted no, Councilman Wilcoxson abstained because he did not think that he had enough information on the full comprehensive plan to vote at this time, Councilwoman Howe voted yes, Councilwoman Welton voted yes and Mayor Zeiger voted yes, the motion passed.

Cindy Wallace reminded the council that the Carbon County Economic Development Council has a vacancy for a Saratoga Representative on their board. The position is a three year term and the board meets at 5:00 p.m. on the first Monday of each month. The board travels around the county for their meetings. Councilwoman Welton will consider serving as the Saratoga Representative.

Councilman McWain made a motion to advertise for the position, seconded by Councilman Wilcoxson. The motion carried unanimously.

Mayor Zeiger explained that he had received complaints about the trash over loading the dumpsters at hot pool and at Veteran's Island.

Sue Jones stated that this is theft of services and she and her husband are owners of Sunrise Sanitation and they continually deal with this issue. It is against the law and is not acceptable for people to drive around town and dump trash in others dumpsters because they do not want to drive to the landfill.

A discussion followed and it was noted that the best possible remedy is to educate people. Anyone that receives a utility bill from the Town of Saratoga is paying to use the landfill, however any business that is paying for a dumpster is paying an extra fee to have their trash picked up by one of the disposal providers and anyone misusing those dumpsters can be charged with theft of services.

Chuck Bartlett noted that the biggest problem for the town is when people throw tires, tv's, sofas and construction debris in the dumpsters provided by the town. We have a number of dumpsters that are inundated with trash by those individuals that will not take their trash to the landfill but would rather use the dumpsters at the hot pool, Veteran's Island, the lake and even at the lagoon dump station.

Chief Knickerbocker added that anytime he sees someone dumping their household trash in the dumpsters he gives them a warning and lets them know that they will be cited if it continues.

It was the consensus of the group that the best way to prevent it from continuing is to educate the public.

Fire Department: No report.

Police Department: Chief Tom Knickerbocker addressed the council and reported that the 911 communications system needs to be upgraded. He has been in contact with ComTech who had provided a price quote for an upgrade of the current 911 system to a Nexlog 740 base station, 911 system.

The upgrade will cost \$17,560 and will allow the officers to pull up calls on their computers to check the status of their cases. They will also have the option to download files to a disk or download and email the report to the county attorney's office. Also provided was a quote for maintenance pricing in the amount of \$3,600 per year.

Councilman Wilcoxson made a motion to allow Chief Knickerbocker to purchase the Nexlog 740 base station, in the amount of \$17,560, seconded by Councilwoman Welton. Discussion followed with the council reviewing the price quote provided by ComTech. The question was called and the motion carried unanimously.

Chief Knickerbocker reported that he will be conducting additional interviews starting Wednesday.

Recreation Department: Recreation Director Burton asked the council to approve a contract from the Platte Valley Arts Council to rent the piano at the Platte Valley Community Center for the Missoula Children's Theatre in the amount of \$400 with permission for the mayor to sign it.

Councilman McWain made a motion to approve the contract from the Platte Valley Arts Council to rent the piano at the Platte Valley Community Center for the Missoula Children's Theatre in the amount of \$400 with permission for the mayor to sign it, seconded by Councilman Wilcoxson. The motion passed unanimously.

Recreation Director Lisa Burton reported that the Missoula Children's Theater presentation will begin next week with auditions to be held on Monday, November 4, 2013 followed by rehearsals throughout the week and theater presentations on Friday November 8, 2013 at 7 :00 p.m. and Saturday November 9, 2013 at 4:00 p.m.

Recreation Director, Lisa Burton, requested permission to book the Missoula Children's Theater for next year at the same rate as this year.

Councilwoman Welton made a motion to allow Ms. Burton to book the Missoula Children's Theater for next year at the same price as this year, seconded by Councilman McWain. Motion passed unanimously.

Director Burton provided the council with a calendar of events for November 2013.

Ms. Burton reviewed additional upcoming events:

- The Recreation Department will co-sponsor Glow in the Dark Volley Ball November 15th from 6:00 – 8:00 p.m. for grades 6th through 12th
- Ladies Night Out has been moved to December 5th
- Dance Around the World – Hanna Grubber will be having dance classes for children ages 3 through 18 yrs beginning on November 22, 2013 on Fridays from 1:00 – 2:00

Department of Public Works:

- Street Department: Chuck Bartlett reported that a Special Event Application had been received from the Chamber of Commerce for the Lighted Christmas Parade to be held on December 7, 2013 from 5:30 to 6:00 p.m.

Councilman Wilcoxson made a motion to approve the special event application from the Chamber for the Christmas Parade on December 7, 2013, seconded by Councilman McWain. The motion passed unanimously.

Chuck Bartlett reported that a Street Closure Permit had been received from the Chamber of Commerce for the Lighted Christmas Parade to be held on December 7, 2013 from 5:30 to 6:00 p.m.

Councilwoman Welton made a motion to approve the street closure permit from the Chamber for the Christmas Parade on December 7, 2013, seconded by Councilman Wilcoxson. The motion passed unanimously.

Chuck Bartlett reported that a Special Event Application had been received from the Chamber of Commerce for the Annual Fishing Derby to be held on January 18 and 19, 2014 from 7:00 to 5:00 p.m.

Councilman Wilcoxson made a motion to approve the special event application from the Chamber for the Annual Fishing Derby to be held on January 18 and 19, 2014, seconded by Councilman McWain. The motion passed unanimously.

Mr. Bartlett noted that the Street crew has been working on the pumps for The downtown heated sidewalks and helping the water and sewer crew install new services.

- Water & Sewer: Marilyn Schroeder addressed the council concerning her water bill which she believes is too high for this time of year. Chuck Bartlett reviewed the last two months Sensus reports which indicate that the water has gone through the meter and shows the times of high usage and those times when there is no usage showing on the reports. The reports indicate that there is no leak in the meter or meter pit, however in September the reports indicated that the antenna was not sending to the tower and the antenna was changed out. Therefore, during the time the antenna was not sending usage the meter was still working correctly and when the antenna was changed it pulled the total usage for September and October into the October billing. Ms. Schroeder continued to question the accuracy of the meter and asked what other measures the town could take to be sure that her bills were correct. Mr. Bartlett indicated that the meter and MXU could be replaced but he would prefer to wait until the utility bills are printed out this month and if it is still high then he would move forward with replacing the meter. Councilman McWain would like to be careful with changing out the meter because a customer does not believe that the usage is correct. We will everyone that does not like the results of the meter reading wanting their meters changed out.

The council agreed to wait until the new bills are processed to see what the meter readings compare to past usage.

Mr. Bartlett reported that the water/sewer crew has been working on a new service installation on 6th street.

Chuck Bartlett reported that Glenn Elliot had tendered his resignation effective November 8, 2013 to return to Kentucky. Mr. Bartlett advised that he would be advertising to fill this position.

Mr. Bartlett reported that he will be working with StanTech to set a date for a public hearing on the river study.

- Weed and Pest: No report
- Hot Pool: no report

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Jack Sintek, Lee Tromble and Steven Dyer discussed the proposed airport hanger leases and issues that each one believed should be addressed prior to final approval.

Councilwoman Howe made a motion to postpone any decision on the airport leases until the November 19, 2013 meeting, seconded by Councilman Wilcoxson. The motion carried unanimously.

The next Airport Board meeting will be held November 13, 2013 at 1:00 p.m.

Community Center Joint Powers Board: The next meeting will be held November 18, 2013 at 4:00 p.m.

Water and Sewer Joint Powers Board: The next meeting will be held November 13, 2013 at 6:00 p.m.

Landfill Board: The next meeting will be held November 6, 2013 at 7:00 p.m.

Medical Board: Councilwoman Welton reported that the next meeting will be November 13, 2013.

Planning Commission: Mayor Zeiger noted that a letter of interest to serve on the Planning Commission had been received from Karl Smith. No action was taken.

The next Planning Commission meeting will be November 12, 2013 at 5:30 p.m.

Recreation Commission: The next meeting will be held on November 18, 2013 at 5:00 p.m.

Community Garden Board: The next meeting will be November 11, 2013 at 6:00 p.m.

South Central Emergency Services Board:

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 first reading.

Councilwoman Welton made a motion to approve Ordinance 820 on first reading, seconded by Councilwoman Howe. 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 first reading.

Councilman Wilcoxson made a motion to approve Ordinance 821 on first reading, seconded by Councilwoman Howe. The motion passed unanimously.

Clerk Cox reminded the council that there would be a public hearing on the liquor license renewals at 5:30 p.m. prior to the next council meeting on November 19, 2012.

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

Richard Hodges reviewed an article he had read in the Daily Times concerning the renewal of the 5th penny tax and actions that can be taken by the communities.

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

The next regular meeting of the Saratoga Town Council will be held November 19, 2013 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Mayor John Zeiger

ATTEST:

Suzie Cox, Clerk