

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD OCTOBER 1, 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 Sue 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 September 17, 2013 meeting, seconded by Councilwoman Howe the motion carried unanimously.

APPROVAL OF THE BILLS: Councilwoman Welton read the following bills for approval: Accounts Payable: \$30,193.44; Payroll and FICA for 9/23/13 in the amount of \$57,833.30; and manual checks in the amount of \$46,279.69 for a total of \$134,306.43.

Councilman Wilcoxson made a motion to pay the bills as presented in the amount of \$134,306.43, seconded by Councilwoman Howe the motion passed unanimously.

EXECUTIVE SESSION: Councilwoman Welton made a motion to go into executive session at 6:05 p.m. to discuss personnel and matters of litigation in accordance with W.S. 16-4-405(a) (ii) and (iii) seconded by Councilwoman Howe the motion carried unanimously.

Acting Police Chief Thomas Knickerbocker attended a portion of the executive session.

Councilwoman Welton made a motion to come out of executive session at 6:22 p.m. seconded by Councilman McWain and the motion carried unanimously. Councilwoman Welton made a motion to seal the minutes from the executive session seconded by Councilman McWain and the motion carried unanimously.

Mayor Zeiger reported there was no action taken.

REPORTS FROM DEPARTMENTS:

Town Hall: Kimberly Hytrek, Saratoga Representative to the Carbon County Visitors Council, addressed the council and provided the annual report on the Lodging Tax and gave a short overview of the history of the lodging tax beginning in 2007 through 2013.

Ms. Hytrek reviewed the events and organizations supported by the CCVC and the CCVC's mission statement. The lodging tax is up for renewal in 2014 and without the tax Carbon County would not be able to compete for tourists and travelers with better known areas of the state through national print and internet advertising. The lodging tax is a tax that Carbon County residents, in general do not pay, however all of Carbon County benefits from the tax. CCVC is seeking support from the Town of Saratoga in applying for a Business Ready Community Planning Grant from the Wyoming Business Council in the amount of \$25,000.00. CCVC is asking the council to support by resolution the grant application to perform a study on the Guard's Quarters building on the grounds of the historic Wyoming Frontier Prison to determine the suitability of the building to house a visitor center in Rawlins and will evaluate the possible costs, design/floor plan, any potential community partners to share office space in the building, and any potential public meeting spaces in the building.

Councilwoman Welton made a motion to support by resolution the grant application Business Ready Community Planning Grant from the Wyoming Business Council in the amount of \$25,000.00, seconded by Councilman Wilcoxson the motion carried unanimously.

The Resolution will be provided at the next council meeting for council review and action.

Clerk Suzie Cox reported that the council had been provided with copies of the Wyoming Department of Agriculture's amendment to the Specialty Crop grant agreement with the Town of Saratoga's project Encouraging Children's Use of Specialty Fruits and Vegetables. The amendment will allow the grant to be in effect through October 31, 2014. The amendment will require council approval with permission for the Mayor to sign. Jan Heinle added that the extension was approved to allow the Community Garden Board the additional time to complete the greenhouse.

Mayor Zeiger read the cover letter received from the Department of Agriculture attached to the amendment. Councilwoman Howe made a motion to approve the amendment to the Specialty Crop grant with permission for the Mayor to sign. Seconded by Councilman McWain, the motion carried unanimously.

Clerk Cox reported that all Liquor License renewal applications had been delivered and were due in the office by October 11, 2013 to meet publication requirements. A public hearing will be held on November 19, 2013 prior to the regular council meeting.

Fire Department: No report.

Police Department: Chief Knickerbocker reported that he had received a Homeland Security Grant for September 1, 2013 through May 31, 2015 in the amount of \$4,995.68 which will require council approval with permission for the Mayor to sign.

Councilwoman Welton made a motion to approve the Homeland Security Grant for September 1, 2013 through May 31, 2015 in the amount of \$4,995.68 which will require council approval with permission for the Mayor to sign. Seconded by Councilman McWain, the motion carried unanimously.

Chief Knickerbocker requested permission to promote Kathy Wachsmuth to Communication Supervisor (dispatcher supervisor) with an additional \$1.00 per hour for the additional responsibilities.

Councilman McWain made a motion to approve the \$1.00 per hour increase and promotion to to Communication Supervisor (dispatcher supervisor), seconded by Councilman Wilcoxson, the motion carried unanimously.

Chief Knickerbocker added that he will continue to advertise and interview for vacancy in the police department.

Recreation Department: Recreation Director Lisa Burton requested approval of the Missoula Children's Theater project contract with permission for the Mayor to sign. The Missoula Children's Theater presentation will be November 4 - 9, 2013.

Director Burton reviewed upcoming recreation events: Dodge ball for middle school and older Sunday nights from 5-8 p.m. beginning October 13, 2013; Beading Class with Jan Cary at 7 p.m on October 29, 2013; Glow in the dark volleyball party for teens in November being co-sponsored by the Hub; Ladies Night Out on December 7, 2013; Jingle Bell fun run on December 7, 2013 and Friday activities movie for SES students on December 20, 2013.

Ms Burton provided the council with the October calendar of events and fitness schedule.

Department of Public Works:

- Street Department DPW Supervisor Chuck Bartlett reported that the crew has winterized the municipal pool, cleaned the bridge street sidewalk pumps in preparation for colder weather and are installing conduit and storm drains at the hot pool.
- Water & Sewer: DPW Supervisor Chuck Bartlett reported that the crew has cleaned and repaired the hurco unit, are cleaning up at the lagoon and continue to work on water meter issues.
- Weed and Pest: No report
- Hot Pool: Chuck Bartlett reported that they are hoping to install the cameras at the hot pool next week.

REPORTS FROM BOARDS AND COMMISSIONS:5

Airport Board: Clerk Suzie Cox reported that the airport board will be holding a workshop on October 7, 2013 to discuss the airport hanger leases. A discussion followed with the council stating that they would like to review the leases prior to the airport board approving the leases that will be sent to those individuals holding private or commercial leases.

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

Community Center Joint Powers Board: Councilwoman Welton reported that the Community Center annual fundraiser held on Saturday, September 21, 2013 was a huge success with over 200 in attendance.

The next meeting will be held October 21, 2013 at 4:30 p.m.

Water and Sewer Joint Powers Board:

The next meeting will be held October 9, 2013 at 6:00 p.m.

Landfill Board:

The next meeting will be held October 2, 2013 at 7:00 p.m.

Medical Board: No report

Planning Commission: Councilman Wilcoxson discussed changes that can be made to address concerns in the zoning ordinances. There is a conflict in the zoning ordinance that can be amended which will make changes simpler, less expensive and which will correct many of the concerns in the zoning ordinances.

The next Planning Commission meeting will be October 8, 2013 at 5:30 p.m.

Recreation Commission: The next meeting will be October 14, 2013 at 5:00 p.m.

Community Garden Board: Jan Heinle had brought in produce that was grown in the garden plots including squash, tomatoes, onions, strawberries and carrots. Additionally Ms. Heinle noted that the children had produced 50 lbs of tomatoes from 4 plants and discussed other specialty crops that were experimental this year. Ms. Heinle reported that the NRCS will provide more plum trees and juniper trees and Forest Management will be providing lumber for building tables for the greenhouse.

The next meeting will be October 14, 2013 at 6:00 p.m.

South Central Emergency Services Board:

Business: There was no new business brought before the council.

Items from the Public: Richard Hodges addressed the council and voiced his frustration on being given courtesy warnings that his property needs to be cleaned up or he will receive a citation. Mr. Hodges believes that his property is in compliance with the ordinances. He will be renting property to store his recycling on that is zoned properly for the type of business he has established.

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

The next regular meeting of the Saratoga Town Council will be held October 15, 2013 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Mayor John Zeiger

ATTEST:

Suzie Cox, Clerk