

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL  
HELD APRIL 16, 2019 AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE  
SARATOGA TOWN HALL

Mayor Zeiger called the meeting to order at 6:00 p.m.

Members present were Mayor Zeiger, Councilman Jon Nelson, Councilwoman Judy Welton, and Councilman Bob Keel. Councilman Steve Wilcoxson was absent from the meeting.

APPROVAL OF AGENDA: Mayor Zeiger noted that Resolution 2019-07 would be added to the agenda in support of Ordinance #852, amending the Minimum Standards for the airport.

Councilman Keel made a motion to approve the Agenda as presented, Councilman Nelson seconded and the motion carried.

APPROVAL OF THE MINUTES: Councilwoman Welton made a motion to approve the minutes of the April 2, 2019 meeting as presented, Councilman Keel seconded and the motion carried.

APPROVAL OF THE BILLS: Treasurer Samuel Flohr read the following bills for approval: Accounts Payable: \$41,974.67; Payroll and FICA for 4/16/2019 in the amount of \$53,609.27; and manual checks including March liabilities and quarterly payments in the amount of \$401.82, for a total of \$95,985.76.

Councilwoman Welton made a motion to pay the bills in the amount of \$95,985.76, Councilman Nelson asked for clarification on two bills, noting clarification, Councilman Keel seconded and the motion carried.

CORRESPONDENCE: Mayor Zeiger read a letter from Councilman Wilcoxson. In his absence Councilman Wilcoxson expressed his support for Ordinances #850, #851, and #852, asking that his support be noted for the record.

Mayor Zeiger read a letter from the Saratoga Tec-Kids/Skills USA Cancer Walk 2019 Students asking businesses and organizations to participate in the Cancer Walk/Color Run 2019 scheduled for June 8<sup>th</sup>. The letter stated their goal this summer is to raise at least \$25,000. The average sponsor amount \$250 but any amount is greatly accepted.

Councilwoman Welton made a motion to donate \$250 for the cancer walk this year, Councilman Keel seconded and the motion carried unanimously.

ITEMS FROM THE PUBLIC: Karon Wilson addressed the council and read a letter noting her concerns and questioning the town's lack of response to her issues concerning past acting chief Rob Bifano's treatment of her and her concerns. No action was taken.

Ben Spaulding (Little League program) addressed the council with questions and concerns in preparing practice areas for T-ball and soft ball. Mr. Spaulding noted that they will be playing games in Encampment but need practice fields in Saratoga. Discussion on possible locations and appropriate available sites followed and the town will have Black Hills Energy move their equipment from the old Westside baseball field above the library and clean and grade the field to see if it would work as a practice field if the Woods Field is unavailable.

Councilman Nelson made a motion to allow the Little League program to utilize the Westside baseball field above the library once the town crew has had an opportunity to have Black Hills Energy move their equipment and clear and level the area, Councilman Keel seconded and the motion carried.

COUNCIL COMMENTS: Councilman Nelson reported that he and Mayor Zeiger will be testifying at the TranWest Impact Hearing on Friday May 19<sup>th</sup> to testify on Saratoga's behalf.

REPORTS FROM DEPARTMENTS:

Town Hall: Mayor Zeiger read Ordinance #850 in its entirety; an Ordinance of the governing body of the Town of Saratoga Repealing in its Entirety Chapter 14.08 of the Saratoga Municipal Code, on third and final reading.

Councilman Keel made a motion to approve Ordinance #850 on third and final reading, Councilman Nelson seconded and the motion carried.

Mayor Zeiger read Ordinance #851 in its entirety; an Ordinance of the governing body of the Town of Saratoga, creating the Saratoga Airport Advisory Board for the Town of Saratoga, on third and final reading.

Councilman Nelson made a motion to approve Ordinance #851 on third and final reading, Councilman Keel seconded and discussion followed.

Ms. Ellie Dana approached the council to clarify a comment made by Steve Wilcoxson, as a member of the public and not as a councilman, when he made note to her living outside the town limits. Discussion followed with no action taken.

Additional concerns were noted as follows:

- Language noted as defective in nature - wherein the lease addresses “hanger lessee, when actually the lease is for the ground on which the hanger is located – ground lessee or hanger owner lessee would be more appropriate  
Councilman Nelson and Attorney Tom Thompson reviewed the ordinance and noted that paragraph 2. A. is the single reference to “Hanger Lessee”.
- The reference to “Saratoga Town Council” or “Town Council” either way should be consistent throughout. Eight references were noted “town council” they were in 2. A; 2.B.; and 5. A., B., C., D., E., and F.
- 5. H. change “city” to “town”  
Councilman Nelson recommended changing to “Ground Lessee” for the purpose of clarification, and to make eight changes to “Saratoga Town Council”, and change “city” to “town” for clarification,  
The question was called and the motion carried.

Mayor Zeiger read Resolution 2019-07 in its entirety: a Resolution of the governing body of the Town of Saratoga to adopt the attached Minimum Airport Standards for Shively Field for the Town of Saratoga.

Councilman Nelson made a motion to adopt Resolution 2019-07, Councilwoman Welton seconded and the motion carried.

Councilman Nelson read Ordinance #852 in its entirety: An Ordinance of the governing body of the Town of Saratoga amending Section 14.04.010 of the Saratoga Municipal Code Pertaining to Minimum Airport Standards for Shively Field for the Town of Saratoga, on third and final reading.

Councilman Keel made a motion to approve Ordinance #852 on third and final reading, Councilwoman Welton seconded and the motion carried.

Mayor Zeiger read a Proclamation proclaiming the week of April 14<sup>th</sup> through April 20<sup>th</sup> to be Emergency Services Week, honoring all emergency services police officers, firefighters, emergency medical services and public safety and Telecommunicators.

Councilwoman Welton made a motion to proclaiming the week of April 14<sup>th</sup> through April 20<sup>th</sup> to be Emergency Services Week, Councilman Nelson seconded and the motion carried.

Mayor Zeiger read a Governor’s Resolution proclaiming the week of May 5<sup>th</sup> through May 11<sup>th</sup> to be Municipal Clerks Week in honor of the office of the Municipal Clerk.

Councilman Keel made a motion to support the Governor’s Resolution setting the week of May 5<sup>th</sup> through May 11<sup>th</sup> to be Municipal Clerks Week, Councilwoman Welton seconded and the motion carried.

#### Fire Department:

Creed James addressed the council and noted that the Fire Department was requesting permission to submit a grant application for 6 radios. The grant application would be submitted by the town on behalf of the fire department in the amount of \$13,296 through the Homeland Security Grant Program.

Additional items discussed:

- Received the new bottles for the air packs
- Training exercise at the school is being re scheduled
- Cody and Lander fire schools are coming up
- SCWEMS has asked for an extrication training with the ambulance services
- Thanked the town for their support in obtaining a number of important pieces of equipment and indicated that they are reviewing possible grants applications to help with the purchase of a new fire truck
- Discussed the need to replace the Jaws on the extrication equipment and the importance of maintaining workable equipment for effective fire and emergency services. They were asked to check on cost and availability

Police Department: Councilman Nelson reported that he had attended a Planning Commission meeting to discuss unlicensed vehicle parked in the town right-of-ways.

Councilman Nelson added that he had driven around town and had counted over 100 vehicles parked in the public right-of-ways. Approximately twelve of those parked on public right-of-ways, not on private property, have either expired registration or are unlicensed.

Councilman Nelson went on to ask the council for their support in requesting enforcement of the town ordinances that addresses expired and unlicensed vehicles in public right-of-ways. Councilman Nelson and Mayor Zeiger will address the issues with Chief Lehr.

Recreation Department/Commission Report: Recreation Director Burton reported that the Recreation Commission had met on April 8<sup>th</sup> and although she was unable to attend the board addressed the following:

- Ben Spaulding addressed the baseball issues
  - The Kiwanis were in attendance to ask about developing an ice skating rink
  - Declaring a vacancy when a member has never attended a meeting since her appointment.
- The Recreation Commission was asked to submit a letter to the council declaring a vacancy and requesting permission to advertise for letters of interest.

Recreation Director Lisa Burton requested permission to advertise for summer pool help.

Councilman Nelson made a motion to allow Director Burton to advertise for pool summer help, Councilwoman Welton seconded and the motion carried.

The pool cover replacement was discussed and Ms. Burton was asked to check on patching material for the cover prior to making a decision on purchasing a new pool cover.

Councilman Nelson discussed revisiting full-time/part-time Rec. Director. The Rec. Commission members did not feel comfortable drafting a job description and so one had been drafted that he was asking the council to review and bring their comments back to the May 7<sup>th</sup> meeting.

#### Saratoga Airport:

Councilman Nelson made a motion to advertise the board vacancies and ask for letters of interest from individuals that would like to serve on the airport advisory board, seconded by Councilman Keel the motion carried.

#### Department of Public Works: DPW Director Jon Winter reported the following:

##### Streets:

- Replaced a 6" water valve on at the Saratoga Inn
- Equipment maintenance and repairs on dump truck as necessary

##### Water/Sewer:

- Request permission to submit a Homeland Security Program Grant application for a backup generator system for the well fields in the amount of \$125,000

Councilman Keel made a motion to allow the submission of a SHSP grant application for a backup generator system for the well fields in the amount of \$125,000, seconded by Councilwoman Welton and the motion carried

- Comments from Randy Raymer were addressed about the need for emergency generators at the well field – discussion – no action taken
- Randy Raymer questioned Mr. Winter about a street sweeper schedule for the streets, curbs and gutters – discussion – Mr. Winter will have a schedule to the council by the next meeting
- Installed a new water service in the Saratoga Overlook Subdivision
- Troubleshooting DO sensor in Cell #2 – working with Councilman Nelson on repair
- Chuck McVey and Brandan Mistelske are attending the week long Wyoming Rural Water spring conference in Casper

##### Weed/Pest

- Received approval of the 2019 emergency insect management grant application

##### Parks:

- Put up two new lights at Good Times Park – the lights were donated by Bridge Street Bargains
- Advertised the Park Contract in both the Rawlins Times and Saratoga Sun

#### **REPORTS FROM BOARDS AND COMMISSIONS:**

Community Center Joint Powers Board: Councilwoman Welton reviewed a list of events scheduled for the Community Center in April.

The next meeting will be held on Monday, May 13, 2019 at 4:30 p.m.

Water and Sewer Joint Powers Board: Councilman Nelson reported that a workshop was held prior to the last meeting and was attended by a number of Old Baldy residents who were there for the discussion on the proposed rate structure. The JPB should have something to bring back to the council following the meeting on May 8<sup>th</sup>; and the consultant from Forsgren Associates presented a draft Saratoga Master Plan Level 1 Study Project update.

The next meeting will be on May 8, 2019 at 6:00 p.m.

Landfill Board: The next Landfill Board meeting will be held at 7:00 p.m. on May 1<sup>st</sup> in Saratoga.

#### Medical:

Mark Pesognelli reported that some significant announcements will be made on April 17<sup>th</sup> at the Sustainability Group meeting at the community center and he encouraged everyone to attend. They have received nearly 440 responses to the survey which he believes is a significant response rate.

Mayor Zeiger asked the following questions:

- Where is the clinic on the sustainability report
  - Mr. Pesognelli stated that it was moving forward completing Phase I and moving into Phase II, that is what will be reported on at the meeting tomorrow
  - The American Legion will be taking some survey forms and go door to door to get as many surveys out as possible
- Where is the clinic in providing after hour on-call coverage
  - Mr. Pesognelli noted they are not providing 24 hour coverage at this time

- Where is the clinic in providing a doctor  
Mr. Pesognelli stated that they are in negotiations with a Doctor of Osteopathy

Planning Commission: Councilman Keel noted that the Planning Commission is working on a couple of things:

- The County MOU is still being reviewed by the county
  - The amendment to the grading and excavating ordinance is being reviewed
  - A part-time zoning officer has been discussed; and
- Councilman Keel made a motion to advertise for a part-time zoning officer, seconded by Councilman Nelson and the motion carried.  
Discussion about the job description followed and it will be reviewed by the Planning Commission at their next meeting.

The next Planning Commission meeting will be on Tuesday, May 14<sup>th</sup> at 5:30 p.m.

SCWEMS Board: Nothing to report

New Business: None to discuss

Adjournment: Being no further business to come before the meeting, Councilwoman Welton made a motion to adjourn, Councilman Keel seconded and the meeting was adjourned at 7:43 p.m.

The next regular meeting of the Saratoga Town Council will be held on May 7, 2019 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

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John Zeiger, Mayor

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Suzie Cox, Clerk