

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD AUGUST 18, 2020 AT 7:00 P.M IN THE COUNCIL CHAMBERS OF
THE SARATOGA TOWN HALL

~~(Mayor John Zeiger)~~ Mayor Pro Tem Robert Keel called the meeting to order at 7:00 p.m.

Members present were Mayor Pro Tem Bob Keel, Councilman Jon Nelson, Councilwoman D’Ron Campbell, and Councilwoman Judy Welton.

APPROVAL OF THE AGENDA: Councilman Nelson made a motion to approve the Agenda with the following additions:

- Mayor Pro Tem Keel’s department appointments #4 under town hall reports
- Gateway South Impact workshop under town hall reports #5
- Add an executive session following the police department report

Councilwoman Welton seconded, and the motion carried.

APPROVAL OF THE MINUTES: Councilwoman Welton made a motion to approve the minutes of the August 18, 2020 meeting as presented, Councilman Nelson seconded, and the motion carried.

APPROVAL OF THE BILLS: Mayor Pro Tem Keel read the Accounts Payable and payroll and transmittal bills

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|----------------------------------|--------------|
| Accounts Payable for - 8/18/2020 | \$ 77,675.34 |
| Net Payroll - 8/18/2020 | \$30,702.33 |
| Payroll Transmittals 8/18/2020 | \$54,477.81 |

Councilman Nelson made a motion to pay accounts payable in the amount of \$ 77,675.34, Councilwoman Welton seconded, and the motion.

Councilwoman Welton made a motion to pay the net payroll for 8/18/2020 in the amount of \$30,702.33, Councilman Nelson seconded, and the motion carried

Councilwoman Welton made a motion to pay the payroll transmittals for 8/18/2020 in the amount of \$54,477.81, Councilman Nelson seconded, and the motion carried.

ITEMS FROM THE PUBLIC: Geri Doherty and Susan Marich presented an event application questionnaire for a “Pesto Festo” fundraiser at the Community Garden on September 5th from 7:00 pm until 9:00 pm and included a waiver of open container to allow the consumption of wine to be provided at the fundraiser.

Councilwoman Welton made a motion to approve the event at the Community Garden and the open container waiver, with permission for the Mayor Pro Tem to sign, Councilwoman Campbell seconded.

Councilman Nelson objected to the application noting it did not allow for the 30-day period. Town Counsel Tom Thompson reviewed the ordinance that does allow the council the discretion to allow the permit.

Mayor Pro Tem Keel called for a poll of the council; Councilman Nelson voted nay, Councilwoman Campbell voted yes, Councilwoman Welton voted yes, Mayor Pro Tem Keel voted yes, and the motion carried.

Ben Spaulding addressed the council with an update for the baseball fields:

- They began dragging at the ball fields
- Spraying weeds and large brush
- Come in and talk to Jon Winter about spraying and gopher control

Councilman Nelson made a motion for Ben Spaulding to come in and discuss Spraying weeds and gopher control and public notification with Jon Winter, Councilwoman Welton seconded, and the motion carried.

Ben Spaulding then addressed vehicle speed issues at the Overlook Subdivision.

Councilman Nelson made a motion to have the town crew install two Slow, Children at Play at the Overlook Subdivision, seconded by Councilwoman Campbell, and the motion carried.

Travis Moody representing the Saratoga Lyons Club addressed the council with an overview of the events, organizational support, community support and their determination to serve the community. A written report was provided.

CORRESPONDENCE:

Mayor Pro Tem Keel read a Thank you from the Saratoga Museum Director thanking the council for supporting their fundraiser Concert at Veteran’s Island.

Mayor Pro Tem reviewed an invoice and statement received from the Carbon County Economic Development Corporation in the amount of \$5,200.00, Platinum Level Contribution, paid in the past by the Town of Saratoga.
The CCEDC will be invited to come in and address the council.

COUNCIL COMMENTS:

Mayor Pro Tem Keel stated that he has been tracking the sales and use tax and the 5th penny tax and they continue to come in higher than expected.

Mayor Pro Tem Keel addressed two pictures that were provide for the council that depicts two pictures projected to the Shively building on Bridge Street. The pictures were discussed with hopes that this type of behavior does not continue.

Councilman Nelson asked for an update on the job descriptions. Mayor Pro Teem Keel responded that a draft may be ready around August 25th, along with the update to the policies which will be given to the council for review.

Town Hall: Mayor Pro Tem Keel gave the Oath of Office to D’Ron Campbell who was welcomed by the council.

Mayor Pro Tem Keel reviewed his notes from the August 13th Workshop for discussion and following are the items for motion and approval:

- Councilman Nelson made a motion to create a WyoStar account for the Specific Purpose Tax monies, seconded by Councilwoman Welton, and the motion carried.

- Councilman Nelson made a motion to reverse the retroactive overhead allocations that were described in James Childress’ report that was presented to the council on June23rd, seconded by Councilwoman Campbell, and the motion carried.

- Councilman Nelson made a motion to declare the enterprise funds restricted, seconded by Councilwoman Welton, and the motion carried.

Mayor Pro Tem Keel read the email explaining the Wyoming Community Gas Project Designation form and the council discussed the past years designations.

Councilman Nelson made a motion to designate the baseball fields as the designated project for the Wyoming Community Gas funds in the amount of \$5,236.55, seconded by councilwoman Welton, and the motion carried.

Mayor Pro tem Keel read of the appointments to be made by the Mayor Po Tem as listed:

BOARDS and COMMISSIONS

| | |
|---|--------------------------------|
| Mayor Pro Tem | <i>Councilman Keel</i> |
| Town Hall | Councilwoman Welton |
| Police Department | <i>Mayor Pro Tem Keel</i> |
| Recreation Department | <i>Councilwoman Campbell</i> |
| DPW | <i>Mayor Pro Tem Keel</i> |
| Fire Department | Councilman Nelson |
| Zoning Department | <i>Councilwoman Campbell</i> |
| Airport Board | Councilman Nelson |
| Community Center | Councilwoman Welton County Rep |
| Healthcare | Councilwoman Welton |
| Planning Commission | <i>Councilwoman Campbell</i> |
| Recreation Commission | <i>Councilwoman Campbell</i> |
| Water/ Sewer JPB | Councilman Nelson |
| Landfill Board | <i>Mayor Pro Tem Keel</i> |
| Emergency Management Coordinator: | Sgt. Tyler Christen |
| Carbon County Community Juvenile Services Board | Chief Ken Lehr |
| Cog Voting Member: | <i>Mayor Pro Tem Keel</i> |
| SCWEMS (Saratoga Representative): | Marie Christen |

Mayor Pro Tem Keel brought up the Gateway South Impact project and the upcoming meeting that will include the fire department, the water and sewer and water JPB members and the Town of Saratoga. Discussion followed and it was noted that the letter of participation had been signed by Mayor Zeiger and the information submitted as requested by August 17th.

A discussion followed.

The meeting will be held on August 24th, for the fire department, water/sewer JPB and council. The next meeting for impact funds will be on August 25th at the community center.

REPORTS FROM DEPARTMENTS:

DPW:

Director Jon Winter reviewed the report submitted to the council.

- Director Winter requested permission to purchase four 150 lb. C12 bottles for lagoon treatment at a cost of approximately \$2128.00

Councilwoman Welton made a motion to allow Jon Winter to purchase four 150 lb. C12 bottles for lagoon treatment at a cost of approximately \$2128.00, Jon Nelson seconded, and the motion carried.

- Evaluating Neptune meter system as discussed with the JPB meeting on August 12th
- Stripping curbs and school zones and patching street
- Put up three "Slow School Zones" signs
- Generator project moving forward
- Dept. of Health put up blue green algae signs as an advisory for Saratoga Lake

Police Dept.

Chief Ken Lehr reported the following:

- The weekends have been extremely busy
- Request to approve the Motorola Service Agreement renewal

Councilman Nelson made a motion to approve the Motorola Service Agreement, seconded by Councilwoman Welton, the motion carried.

- Requested permission to purchase replacement ammunition in the amount of \$1094.00.

Councilman Nelson made a motion to purchase replacement ammunition in the amount of \$1094.00, seconded by Councilwoman Welton, and the motion carried.

Executive Session:

Councilwoman Welton made a motion to move into executive session at 8:25 p.m. to consider information considered confidential by law, in accordance with W. S. 16-4-405(a) (ii) and (iii). Councilwoman Campbell seconded, and the motion carried.

Tom Thompson was asked to join the council in executive session.

Councilman Nelson made a motion to move out of executive session at 8:58 p.m. Councilwoman Campbell seconded, and the motion carried.

Councilwoman Welton made a motion to approve the minutes from the executive session and to put the minutes of the executive session in a sealed envelope in accordance with State Statute 16-4-405(b).

Councilwoman Campbell seconded, and the motion carried.

Mayor Pro Tem Keel reported that no action was taken.

Recreation Dept:

Discussion was held addressing a W-9 form needing to be provided for a user of space at the recreation facility. Following that discussion Clerk Cox requested that the individual be contacted and asked to provide her contact information to the town hall and a W-9 will be provided as requested.

Councilman Nelson made a motion to contact the individual and have her submit a request to the town clerk, seconded by Councilwoman Welton, the motion carried.

Councilwoman Campbell made a motion to advertise for two letters of interest to fill the vacancies on the Recreation Commission. One must be a resident of the town of Saratoga and one can be a nonresident of the Town of Saratoga, Councilwoman Welton seconded, and the motion carried.

Councilwoman Campbell stated the Commission will be to reviewing Municipal Code Chapter 2-24 *Recreation Commission*, to give the commission more control over the Recreation Department. Their recommendations will be brought back to the council.

Recreation Director Lisa Burton reviewed her written report.

- Gym and weight room schedules
- Monitoring and maintain the pool
- Water aerobics at the pool will run to September 4th
- Outdoor Yoga classes are held at Kathy Glode Park, but is not a town program
- Met with CCSD#2 regarding the schedule for middle school sports practice, requirements were discussed. All games will be held at the high school and parents will not be allowed at practices at the middle school
- Ordered footballs for flag football

Fire Department:

Creed James updated the council on the bunker gear grant, and the departments responded to 9 wildland fires, motor vehicle accident during the month of August.

The fire department would like to apply for a float pump and four radios through the Gateway South impact funding.

BOARDS AND COMMISSIONS:

Joint Powers Boards:

- **Community Center Joint Powers Board:** Councilwoman Welton reported that the Community Picnic for the Community Center fundraiser is scheduled for September 12th from 1 pm to 4 pm in the parking lot of the community center. They will sell meal tickets for the picnic and those funds will go to the fundraiser for this year.

The next meeting is September 14th

- **Water and Sewer Joint Powers Board:** Councilman Nelson reported that the board discussed the water meter system options, reviewing the issues we are having with the Sensus meters and the options the board will in moving toward the Neptune meter system.

The joint powers board discussed the Royal Crown water and roads and discussed the JPB needs through the Gateway South impact funds.

The next meeting is September 9th @ 6:00 p.m. at the Community Center

Planning Commission:

Craig Kopasz, Engineering Associates, updated information on the Octagon Estate Subdivision #1 Preliminary Plat and asked the council for concerns or questions now that the project had been approved.

The next meeting of the Planning Commission will be on September 8th @ 5:30p.m.

Saratoga Airport Advisory Board:

Councilman Nelson reported the following:

- Received clearance for blading around the fence
- Mowing has been completed
- WYDOT & FAA: WACIP conference it was noted that the Master Plan moved to 2022
- Apron Design grant: adjustment the dollar amount
- Airport section fencing repair

Councilman Nelson requested permission to prepare an email that will require Mayor Pro Tem Keel signature to be sent to the FAA approving the adjustment in grant funding, seconded by Councilwoman Campbell, and the motion carried.

Councilman Nelson requested permission to hire a fencing contractor to repair sections of the airport fence as necessary not to exceed \$5,600, seconded by Councilwoman Welton, and the motion carried.

Councilman Nelson made a motion to credit \$37,548.00 from of the sale of the millings into the airport fund. Discussion followed and the motion was withdrawn.

Councilman Nelson questioned the landing fees for June and July 2020 in the amount of ~~\$12,068.00~~ \$12,658.50 It was noted that the check was received this week and had been credited to the airport fund, landing fee line item.

South Central Wyoming Emergency Services Board: No report

Specific Purpose Tax 2019 JPB report:

Councilman Nelson gave a short report on the SPT progress.

New Business:

Mayor Pro Tem Keel read a letter of resignation from Mayor John Zeiger submitted to the council dated August 17, 2020.

Councilwoman Welton made a motion to accept the letter of resignation, seconded by Councilman Nelson, and the motion carried

Mayor Pro Tem Keel read State Statute §15-1-107 and §15-1-108 referencing how vacancies are determined, declared and filled for both councils and mayor positions, and explained the powers and duties of the mayor, including the appointment of a mayor pro-tem.

Councilman Nelson made a motion to declare a vacancy in the Mayor's position as per Ordinance 2.08.120, seconded by Councilwoman Welton, and the motion carried.

A lengthy discussion followed referring to §15-1-107, Vacancies in offices, grounds; how filled. Noting that a vacancy in the office of mayor shall be filled only from the governing body. Following that discussion Councilwoman Welton started to make a motion and was interrupted by Councilman Nelson who interjected that "I make a motion to adjourn", immediately seconded by Councilwoman Campbell. And the discussion continued.

The question being called, Mayor Pro Tem Keel called for a poll of the council; Councilman Nelson voted yes; Councilwoman Campbell voted yes; Councilwoman Welton voted nay; Mayor Pro Tem Keel voted nay, and the motion failed in a 2 to 2 vote.

The discussion continued and following no consensus from the council, Councilwoman Welton made a motion to table the appointment to fill the mayor's position, Councilman Nelson seconded, and the motion carried.

Old Business: nothing discussed

Adjournment:

There being no additional business to come before the meeting, Councilman Nelson made a motion to adjourn at 10:03 p.m., Councilwoman Welton seconded, and the motion carried.

The next regular meeting of the Saratoga Town Council will be held on September 1, 2020 at 7:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Mayor Pro Tem Robert Keel

Suzie Cox, Clerk