

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD FEBRUARY 18, 2020 AT 6:00 P.M IN THE COUNCIL CHAMBERS OF
THE SARATOGA TOWN HALL

Unedited audio recording of the February 18, 2020 meeting
is on our website at www.saratoga.govoffice2.com

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

Members present were Mayor John Zeiger, Councilman Jon Nelson, Councilman Steve Wilcoxson, Councilwoman Judy Welton, and Councilman Bob Keel.

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

APPROVAL OF THE MINUTES:

Councilwoman Welton made a motion to approve the minutes of the February 4, 2020 meeting as presented, Councilman Wilcoxson seconded, and the motion carried unanimously.

APPROVAL OF THE BILLS: Treasurer Samuel Flohr read the following bills for approval: Accounts Payable: \$47,212.84; Net payroll for 2/18/2020 in the amount of \$32,114.15; and payroll transmittals for 2/18/2020 in the amount of \$52,431.95 for a total of \$131,758.94.

Councilman Keel made a motion to pay the accounts payable bills in the amount of \$47,212.84 Councilman Wilcoxson seconded, and the motion carried unanimously.

Councilman Wilcoxson made a motion to pay the 2/18/2020 net payroll in the amount of \$32,114.15, Councilwoman Welton seconded, and the motion carried unanimously.

Councilwoman Welton made a motion to pay the payroll transmittals for 2/18/2020 in the amount of \$52,431.95, Councilman Keel seconded, and the motion carried unanimously.

CORRESPONDENCE: Mayor Zeiger read a letter from the Department of Revenue stating that the department of revenue finds the town compliant for the tax year 2020.

COUNCIL COMMENTS: Councilman Wilcoxson stated that he has completed his personal commitments and will be available to fulfill his council obligations.

Councilman Nelson stated, for the record, his objection to the executive session called at the end of the February 4, 2020 council meeting, stating W.S. § 16-4-408 to substantiate his objection.

ITEMS FROM THE PUBLIC: Connie Patterson, Sherry McKay, Josh Wood and Kimberly Givens on behalf of the Saratoga Museum addressed the council in support of the formation of a special museum tax district. Ms. Connie Patterson presented an overview of the process needed to form a special district. Presently they area gathering landowners' petitions to complete the first phase of this process and then they will be making presentations on the proposed district and will be asking for landowners' signatures.

Councilman Wilcoxson made a motion to endorse the formation of a Special Museum Tax District, Councilman Keel seconded, and the motion carried unanimously.

James Childress of Childress Accounting and Consulting addressed the council reviewing the work that they have been doing on preparing a final draft of the financial statements for the auditors. Mr. Childress congratulated the town for successfully preparing its own financial statements adding that it is a very good step in the right direction that a lot of entities nowadays are forced to take because of the way the accounting and auditing standards have changed. The financials were reviewed and discussed with Mr. Childress adding the remaining items to address and the most favorable direction to take to get the council concerns addressed.

Councilman Nelson made a motion that the following list of priorities would be addressed by Childress Accounting and Consulting

- Integrating adjustment entries
- Address the outstanding landfill fund balance issue
- Address airport fund balance issues
- Address the water/sewer cash allocations investment in reference to investment accounts
- Reconcile approved bill amounts from 1/2019 to 10/2019
- Prepare bank reconciliation statements monthly
- This work to be done for an amount not to exceed \$8,000 per month

The motion was seconded by Councilman Keel

The council was polled with Councilman Nelson voting yes, Councilman Wilcoxson voting yes, Councilwoman Welton voting yes, Councilman Keel voting yes and Mayor Zeiger voting yes, the motion carried unanimously.

Tom Thompson added that it would be helpful to have a written status report to the council every 30/45 days covering what has been accomplished and what was left to be addressed.

Councilman Keel made a motion to have Mr. Childress to submit a monthly status report, and to nominate Councilwoman Welton, as the town hall representative, to be the council representative to work with James Childress and the town hall staff on the upcoming changes to the financial system and to report back to the council on the steps taken and those items still to be addressed, Councilman Wilcoxson seconded, and the motion carried unanimously.

REPORTS FROM DEPARTMENTS:

Town Hall: It was noted that a budget schedule was placed in the council boxes to allow the council to begin setting workshop dates and times.

Police Department: Sgt. Tyler Christen addressed the council and requested permission to submit an MRG (a Federal Mineral Royalty) Grant application for the purchase of two police vehicles. The grant application requires a 50% match and the total cost of the vehicles is estimated at \$62,006 per unit, fully loaded, for a grant total of \$124,012, leaving the towns share to be \$62,006 that can be covered by impact funds.

Councilman Keel made a motion to allow the submission of the MRG grant application with permission for the Mayor to sign, Councilman Nelson seconded, and the motion carried unanimously.

Questions were asked about the recent accident on Hwy 130/230 from the airport hill dropping into town. The winter weather and icy roads contributed to the mishap which included a pickup truck and horse trailer. Discussion followed and ended with Mayor Zeiger asking Chief Lehr and Jon Winter discussing sanding procedures.

Fire Department: Aaron Anderson provided a brief update for the fire department; 2 motor vehicle accidents, 1 fire call, and 1 search and rescue call; one new members was voted in; Cody Fire School is in May; and they donated fire wood to a home owner in Encampment with assistance from the Silver Spur Ranch and Brian Drake.

Mayor Zeiger read Resolution 2020-03, a resolution authorizing submission of a Federal Mineral Royalty Grant to the State Land and Investment Board in the amount of \$35,120 for the purchase of Turnout Gear on behalf of the fire department. The matching funds will be covered by budget amendments.

Councilwoman Welton made a motion to support Resolution 2020-03 authorizing the submission of an MRG grant to SLIB in the amount of \$35,120 with permission for the Mayor to sign, Councilman Nelson seconded, and the motion carried unanimously.

Councilman Nelson made a motion to approve the purchase of radios for the fire department utilizing grant funds already budgeted in the amount of \$13,296, Councilman Wilcoxson seconded, and the motion carried unanimously.

The council discussed MRG-109049 CB Grant Agreement between the State Loan and Investment Board and the Town of Saratoga on behalf of the fire department in the amount of \$13,115 for the purchase of extrication equipment. The matching funds will be covered by budget amendments.

Councilman Wilcoxson made a motion to approve the SLIB grant agreement in the amount of \$13,115 for the purchase of extrication equipment, with permission for the Mayor to sign, Councilwoman Welton seconded, and the motion carried unanimously.

Recreation Department/Commission Report: Recreation Director Lisa Burton requested council review of the information and approval of the contract for Donkey Basketball, tentatively scheduled for May 1,2020, with permission for the Mayor to sign,

Councilman Keel made a motion to enter into the contract for Donkey Basketball, with permission for the Mayor to sign, Councilman Wilcoxson seconded, and the motion carried unanimously.

The next meeting will be rescheduled from March 9th to March 2nd at 6:30 p.m.

Councilman Keel reported that the Rec Commission, and the Rec Director will be using the next meeting to establish an annual calendar of events for the upcoming year. Councilman Keel invited anyone interested in recreation events to come to the meeting.

The next meeting will be March 2, 2020 at 5 p.m.

Department of Public Works:

DPW Director Jon Winter provided the council with a written report for the department of public works.

Streets:

- Plowed and sanded streets and sidewalks as necessary
- Requested permission to order additional ice slicer at a cost of approximately \$4300

Councilman Wilcoxson made a motion allow ordering additional ice melt, Councilwoman Welton seconded, the motion carried.

- One standby generator project bid was received and was twice the available grant fund amount

Following a discussion Councilman Nelson made a motion to send out a bid rejection letter and return the bid bond, if submitted with the bid, Councilman Wilcoxson seconded, and the motion carried unanimously

Hot Pool:

- The men's changing room floor was painted and the crew will be painting the women's changing room between February 18th and February 21st

Community Center Joint Powers Board: Councilwoman Welton reviewed projects and plans. Adding that they will be using funds from the fundraiser for the redesign of the kitchen and new appliances, landscaping, and discussed additional events planned for the next few months.

The next meeting will be on March 9th at 4:30 p.m.

Water and Sewer Joint Powers Board: Councilman Nelson read the water user MOU between the Town of Saratoga and the Forest Service.

Councilman Nelson made a motion to approve the MOU with permission for the Mayor to sign, Councilman Wilcoxson seconded, and the motion carried unanimously.

JPB Chairman Richard Raymer and Craig Kopasz addressed the council with Resolution 2020-04, a Resolution to support the Saratoga Carbon County Impact Joint Powers Board authorization of the submission of a Wyoming Business Council grant application for the Town of Saratoga "Southern Water and Sewer Extension". Councilman Nelson read Resolution 2020-04. The Joint Powers Board approved the resolution at their February 12th meeting noting that any expense over the grant amount will be covered by private funding and the Town of Saratoga would be supporting the grant application with no expense to be incurred by the town. The Resolution was read in its entirety.

Councilman Wilcoxson made a motion to approve Resolution 2020-04, amended to support the grant application with permission for the Mayor to sign, seconded by Councilwoman Wellton, and the motion carried unanimously.

The next JPB meeting will be on March 11, 2020 at 6:00 p.m.

Landfill Board: The next Landfill Board meeting is March 4th in Saratoga at 7:00 p.m.

Planning Commission: Councilman Keel noted for housekeeping clarification on Randy Stevens property. After listening to the audio recording of the January 21st council meeting a discussion between Councilman Wilcoxson and Councilman Keel discussed the appropriateness of the planning commission granting permission for Randy Stevens to have livestock on his property. Councilman Keel stated at that time that it is the council's prerogative to make a motion about that, there was no motion made, and therefore, the previous motion to enforce it as a nuisance is still in effect because no further action was taken.

Therefore, Councilman Keel made a motion that the council take into consideration that that the Planning Commission opinion was that Mr. Steven's use of his property has not changed and that the council will no longer pursue the change in usages of his property. Councilman Wilcoxson seconded, and discussion followed, and the motion was withdrawn.

Councilman Keel made a motion to postpone the issue of the nuisance claim until the Planning Commission and the Town Council can reevaluate whether or not Mr. Stevens is in violation of nonconformance, Councilman Wilcoxson seconded, and the motion carried unanimously.

Councilman Keel noted that he had received, in his council box, a letter from Councilman Wilcoxson addressing a number of issues that have been addressed by the planning commission. Councilman Wilcoxson noted his objections to the decisions that the planning commission has made in reference to those issues. Councilman Keel invited Councilman Wilcoxson to the next planning commission meeting at 5:30 p.m. on Tuesday, March 10, 2020.

Saratoga Airport: The airport Advisory Board scheduled a special meeting for February 25th at 3:30 p.m. to discuss the upcoming apron expansion project and long-range project needs.

FBO Bob Maddox has indicated that he would like to wave the yearly FBO fee and have those funds placed in the airport fund to be used for other airport needs.

Councilman Nelson requested permission to contact Pine Cove and the Wyoming Department of Transportation to see if together they can troubleshoot the issues with the airport camera. The camera at the airport goes through the WYDOT web server and is intended to put the pictures on their web cams. Those shots have not updated on the web cams or on the town website since 10/9/2019. Councilman Nelson will work with them to see if they can identify the problem.

Councilman Wilcoxson made a motion to allow Councilman Nelson to contact Pine Cove and WYDOT to troubleshoot the issues with the airport camera, keeping the charges under \$1,000 if possible, Councilwoman Welton seconded, and the motion carried unanimously.

South Central Wyoming Emergency Services Board: No report

Adjournment: There being no additional business to come before the meeting, Councilwoman Welton made a motion to adjourn at 8:22 p.m., Councilman Wilcoxson seconded, and the motion carried unanimously.

The next regular meeting of the Saratoga Town Council will be held on March 3, 2020 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

John Zeiger, Mayor

Suzie Cox