

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL  
HELD JANUARY 21, 2020 AT 6:00 P.M IN THE COUNCIL CHAMBERS OF  
THE SARATOGA TOWN HALL

Unedited audio recording of the January 21, 2020 meeting  
is on our website at [www.saratoga.govoffice2.com](http://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 with the removal of the two-minute public comment limit, seconded by Councilman Wilcoxson and the motion carried unanimously.

**APPROVAL OF THE MINUTES:**

Councilman Wilcoxson made a motion to approve the minutes of the January 7, 2020 meeting as presented, Councilman Keel seconded, and the motion carried unanimously.

**APPROVAL OF THE BILLS:** Treasurer Samuel Flohr read the following bills for approval: Accounts Payable: \$157,395.81; Net Payroll for 1/21/2020 in the amount of \$33,856.37; and Payroll Liabilities for 1/21/2020 in the amount of \$55,425.81 for a total of \$246,677.99.

Councilman Keel made a motion to pay the Accounts Payable bills in the amount of \$157,395.81 Councilman Wilcoxson seconded, and the motion carried unanimously.

Councilman Wilcoxson made a motion to pay the 1/21/2020 Net Payroll in the amount of \$33,856.37, Councilwoman Welton seconded, and the motion carried.

Councilwoman Welton made a motion to pay the Payroll Liabilities for 1/7/2020 in the amount of \$55,425.81 (as corrected), Councilman Wilcoxson seconded, and the motion carried unanimously.

**CORRESPONDENCE:** None to report

**COUNCIL COMMENTS:** Councilman Wilcoxson requested that Chief Lehr thank Officer Murphy for his hard work and professionalism.

Mayor Zeiger addressed the potential cost for continuing with additional assistance from Childress Consulting if there is a decision to accept engagement letters for their continued review of the town's fund balances and accounting practices. Discussion followed under Town Hall Reports #2.

**ITEMS FROM THE PUBLIC:**

Michelle Christopher addressed the council and thanked Chuck McVey and Jon Winter for their assistance in helping her develop the Saratoga Source Water Protection Plan. Ms. Christopher thanked the council for having Resolution 2020-02 prepared and for supporting the Implementation of the Source Water Protection Plan.

Mayor Zeiger read Resolution 2020-02, for the Implementation of Saratoga's Source Water Protection Plan.

Councilman Wilcoxson made a motion to approve Resolution 2020-02, Councilwoman Welton seconded, and the motion carried unanimously.

**REPORTS FROM DEPARTMENTS:**

**Town Hall:** Mayor Zeiger read an email from Barbara Bonds email with an Amendment to the Original 2009 Specific Purpose Tax Agreement requesting that the Council approve amending the 2009 Specific Purpose Tax Joint Powers Agreement to change reference of Wyoming Stat. §§ 6-1-101 through 16-1-110 to §§16-1-102 through 16-1-110 with permission for the Mayor to sign.

Councilwoman Welton made a motion to approve amending the 2009 Specific Purpose Tax Joint Powers Board Agreement as noted, Councilman Nelson seconded, and the motion carried unanimously.

The Childress Consulting draft letters of engagement discussion continued with the council directing Tom Thompson to draft a response to the letters of engagement from James Childress. The response should address what has been accomplished to date, what is remaining to be reviewed, and what updates the council expects in the future.

**Police Department:** Chief Lehr requested permission to hire Megan Greenwood as a part time dispatcher at the rate of \$12.00 per hour.

Councilwoman Welton made a motion to allow Chief Lehr to hire Megan Greenwood as a part time dispatcher at the rate of \$12.00 per hour, Councilman Wilcoxson seconded, and the motion carried.

Sgt. Tyler Christen addressed the council and requested permission to spend grant money from the SHSP (Homeland Security Grant) that was awarded in October 2019 in the amount of \$11,219.22 to purchase 2 portable radios and allowable accessories. The grant is reimbursable, and therefore the radios will be purchased by the town and then the funding will be reimbursed through the grant.

The police department Motorola Support specialists, Communication Technology, provided a quote with an additional 29.3% discount for the purchase of two Motorola portable radios for the cost awarded through the SHSP grant. (\$11,219.22)

Councilman Wilcoxson made a motion to allow the purchase of two portable radio's in the amount of \$11,219.22, Councilwoman Welton seconded and the motion carried unanimously.

Sgt. Christen reviewed a quote on proposed cameras to be placed at the hot pool, the west side downtown parking lot, the east side of the town hall parking lot and one for the council room/court room. The reasoning for the placement of the cameras was explained by Chief Lehr and Sgt. Tyler Christen. The cost of installing the cameras and connecting the system to the police department was \$ \$16,560.20.

A discussion followed: Is it necessary to have cameras springing up all over town; Encourage public comments for feedback on placement of the cameras; Funding; Could Impact Funds be used;

Councilman Keel made a motion to allow Clerk Cox to review the availability of Impact Funds that could be used to purchase the cameras as discussed, Councilman Wilcoxson seconded, the motion carried unanimously.

Fire Department: Aaron Anderson, Secretary for the fire department reported that the fire department donated to twenty-five families for the food drive; held the annual department elections; responded to one search and rescue; two fire call assists; they are only \$41,000 short for their bunker gear; and formed a bunker gear committee to begin working on plans to move forward on the acquiring the bunker gear. Met with Black Hills Safety Coordinator and local response technicians. It was determined that the responsibility of the local fire department volunteers will be to manage the public and to keep the public safe while members of the Black Hills team responds.

Results of the annual election were:

- Fire Chief - Pat Waliser
- Assistant Chief- Tom Westring
- Treasurer - Creed James
- Trustees - Marcos Zaragoza, John Ellis and Arron Anderson
- Secretary - Aaron Anderson
- Captain & President- Nick Cary
- Lieutenants - Aaron Anderson and Scott Randall
- Vice President - Tate Stenson
- Training Officers - Scott Randall and Pat Vining

Recreation Department/Commission Report: Recreation Director Lisa Burton reported the following

- Co Ed Volleyball – they are in the middle of second round with 6 teams
- Donkey Basketball – temporarily scheduled for May 1<sup>st</sup>
- Art classes
- Kids baking classes
- Restructuring the youth basketball program

Councilman Keel added details about the youth basketball program, discussed funding that could be used to support the youth basketball program

Additionally, the board is down two board members

The next meeting will be February 10<sup>th</sup>, 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:

- Maintenance on snow removal equipment as necessary
- Repair and maintenance on equipment -ride accumulators on loader are being evaluated for repair
- Pat Waliser went through the street equipment radios and repaired some mounting and antenna issues

Water/Sewer

- Submitted DMR report to DEQ
- Installed new meter pit on Condit Court
- Troubleshooting the analyzer at the lagoon

Hot Pool:

- Preparing the changing rooms for cleaning and painting later in February

Lake

- Clearing roads and camping spaces, reopening restrooms in preparation for the fishing derby

Community Center Joint Powers Board: Councilwoman Welton reported on the new business in the incubator, and upcoming events, concerts, and classes and noted that the next meeting will be on February 10<sup>th</sup> at 4:30 p.m.

Water and Sewer Joint Powers Board:

- Will discuss the Randy Stevens permitting at the next JPB meeting
  - Any additional permit applications will need to be reviewed by Richard Rideout for a legal opinion as to whether or not it is consistent with the Consent Decree.
- The next meeting will be on February 12, 2020 at 6:00 p.m.

Landfill Board: The next Landfill Board meeting is February 5<sup>th</sup> in Saratoga at 7:00 p.m.

Planning Commission: Councilman Keel reported

- Reviewed and approved Dan Pont's Copperline Lodge accessory building plans
- Discussed Randy Steven's use of his property at 707 N. 9<sup>th</sup> for grazing cattle. The Board evaluated it and approved the use of the land for grazing because they believed that the use of that property has not changed from its original agricultural use, and therefore has not lost its non-conformance
- Addressed the issues of Mr. Heath, living in his motor home within town limits but not wanting to stay in a motor home park. The Planning Commission decided there are three options for someone wanting to reside in a motor home within the town limits
  - 1) Stay for 96 hours on someone's private property (with permission of the landowner)
  - 2) File for a special use permit to stay for 90 days on land where you are building a residence
  - 3) Stay within a recreational vehicle park and pay the appropriate fees
- Discussed a complaint about property zoned for single family dwellings (zoned RD6000) that is being used for a location of a shed and storage of a vehicles. After reading the town ordinances as it applies, the town contacted the owner of two vehicles, which have since been removed, and contacted the owner of the property to let him know that he is in violation of town code and the shed and remaining vehicle will need to be removed
- Because the town is thought to be in violation of the same ordinance the town needs to address their property at the old ball fields

Councilman Keel made a motion to direct the town to clean up the east baseball field that is in an area zoned RD6000 and currently being used as an impound yard and to come into compliance with town code, seconded by Jon Nelson, discussion on the process to follow under the Abandoned Vehicle Act for the State of Wyoming, for registered owners. The question was called, and the motion carried unanimously.

Councilman Keel introduced a Zone Amendment Application for John and Pam Hornbeck and declared a conflict and recused himself and left the room

John Hornbeck addressed the council and requested council approval of the process for a zone change for the property; Block 37, Lots 8, 9, 10, and 11, Crawford Highlands Addition south of the nursing home. The proposed zone change would change the current zoning of RD7200 to Highway Business.

The requested signatures are only for the process to move forward with the zone change, the Hornbeck's need to gather all property owner's signatures within 350 ft of the land in question. The zone change requires fifty percent approval of those property owners. If they secure fifty percent approval of the signatures, they would then move forward with a hearing in front of the planning commission, a public hearing in front of the council, then formal action by both the commission and the council.

Discussion followed with the Hornbeck's deciding to come back to the next council meeting after they have contacted all property owners.

The next Planning Commission meeting will be held at 5:30 p.m. on Tuesday, February 11, 2020

Saratoga Airport: Councilman Nelson updated the council on a request from Sage Engineering for invoicing of the geotechnical costs for the Apron Expansion project. Sage Engineering had received an invoice for that portion of the design cost in the amount of \$18,000. Sage Engineering had moved forward with the project understanding that the design cost could be covered by Sage Engineering if the funding from the town was not yet available. Sage would still be able to cover that cost until such time as the town could commit to the \$18,000 for the payment to the sub-contractors for the geotechnical design of the project if the funds were not available at this time. Discussion followed with an indication to move forward with the grant application but not covering the cost of the geotechnical design until the funds are available in the current budget.

The next regular meeting of the Airport Board will February 12, 2020 at 3:30 p.m.

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 8:10 p.m., Councilman Wilcoxson seconded, and the motion carried.

The next regular meeting of the Saratoga Town Council will be held on February 4, 2020 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