

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD JULY 21, 2015, AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE
SARATOGA TOWN HALL

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

Members present were Councilman Will Faust, Councilwoman Judy Welton, Councilwoman Susan Howe and Councilman Richard Raymer.

APPROVAL OF AGENDA: Councilman Faust made a motion to approve the agenda with the removal of the executive session. Councilwoman Welton seconded and the motion carried unanimously.

APPROVAL OF THE MINUTES: Councilwoman Welton made a motion to approve the minutes of the July 7, 2015 meeting. Councilman Raymer seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: The following bills were read for approval: Accounts Payable: \$96,316.91; Payroll and FICA for 7/13/15 in the amount of \$62,560.60 and manual checks in the amount of \$672.02 for a total of \$159,549.53.

Councilman Raymer made a motion to pay the Prairie Dog Electric bill in the amount of \$188.96. Councilwoman Welton seconded and the motion carried. Councilwoman Howe stated a conflict and abstained.

Councilwoman Welton made a motion to pay the Shively Hardware bill in the amount of \$2,610.32. Councilman Faust seconded and the motion carried. Mayor Glode abstained

Councilwoman Welton made a motion to pay the remainder of the bills in the amount of \$156,450.25. Councilman Raymer seconded and the motion carried.

CORRESPONDENCE: Mayor Glode read a Certificate presented to the Department of Public Works crews from the Platte Valley Chamber of Commerce for "Doing it Right". The DPW crews were thanked for completing many ongoing projects, mowing and cutting weeds, and working to make improvements at Veteran's Island.

ITEMS FROM THE PUBLIC: Sally Patton expressed her appreciation to Chief Knickerbocker for providing TIPS training which she believes is the single most effective strategy for reducing drinking at events. Ms. Patton added that she understands that Chief Knickerbocker will be providing TIPS training for events in the near future and thanked him for scheduling that training.

Ms. Patton addressed the council with concerns about Google addressing and the use of GPS apps to locate the Saratoga Hot Pool. It seems that when putting in the hot pool address location the "red dot" is in the middle of the Patton's driveway. A discussion followed on ways that might help in getting rural addressing more accurate.

REPORTS FROM DEPARTMENTS

Town Hall: Mayor Glode read a letter of resignation submitted by Don Sherrod asking to be released from all positions that he currently holds.

The council regretfully accepted the resignation submitted by Mr. Sherrod.

Fire Department: No report.

Police Department: Chief Knickerbocker requested permission to hire Cody Keller as a part time police officer. Chief Knickerbocker stated that the part time officer is not guaranteed 20 hours a week and Mr. Keller will be used only as needed.

Cody Keller of Laramie was formerly employed in law enforcement but will need to be recertified. Chief Knickerbocker reviewed options that could be used to recertify Mr. Keller and the cost that will be associated with the type of training that they use. Mr. Keller will have one (1) year to complete his recertification.

Councilman Faust made a motion to allow Chief Knickerbocker to hire Cody Keller as a part time police officer for the Town of Saratoga. Councilwoman Welton seconded and the motion carried unanimously.

Mayor Glode reviewed an MOU presented to the council between the Town of Saratoga and the City of Rawlins to assist with the adoption of dogs that cannot be returned to their proper owners. Discussion followed and the MOU was tabled until further clarification could be made.

(One additional item was added to the Police Department report)

Mayor Glode introduced Pastor Scott Stinson and read Resolution 2015-03, a resolution authorizing the designation of a Chaplain for the Saratoga Police Department to give guidance, support and council to those in need.

Pastor Stinson graciously accepted the position of Police Chaplain and had recently completed training through the Wyoming Law Enforcement Academy to become a certified Chaplain for the Town of Saratoga Police Department.

Councilman Faust made a motion to support Resolution 2015-03 and thanked Pastor Stinson for accepting the position. Councilwoman Welton seconded and the motion carried unanimously.

Mayor Glode reported that he had attended the County Commissioners meeting earlier in the day and participated in the discussions to add the buffer zone to the Saratoga Master Plan, and a discussion on the E911 system as it affects the County Sheriff's Office, the Saratoga Police Department and the Encampment Police Department. The participating agencies addressed the T1 and 911 lines connecting all three agencies. The County Sheriff's office will pay for the line from Rawlins to Saratoga and Encampment and beginning July 1, 2015 the Town of Saratoga will be assuming some cost for 911 lines to Saratoga.

Recreation Department: No report

Department of Public Works: Mayor Glode introduced John Lasco, Chuck McVey and Bill Schroer, members of the Department of Public Works and thanked each employee for the work that they are doing for the Town of Saratoga.

- **Street Department:** John Lasco, Street Foreman, and Councilman Raymer reported the Streets Department employees have been helping with water leaks, weed eating and mowing at the airport, watering flowers, cleaning and watering trees at the lake and will begin working on the surfacing of the walk path at Veteran's Island.

Surveying of Tyler Picket Park and the property at the ambulance barn will be done as soon as possible.

Councilman Raymer made a motion to hire Lyle (Butch) Cook for the Department of Public Works. Councilwoman Welton seconded and the motion carried unanimously.

- **Water & Sewer:** Chuck McVey, Water and Sewer Foreman, and Councilman Raymer reported the water and sewer crew installed a water and sewer tap on the south hill, completed the sewer line on the west hill, repaired one water line and is helping the street crew as necessary.

Discussion on the procedures followed during power outages that affect the well fields was conducted with no action taken.

- **Weed and Pest:** The council discussed the need to have an additional aerial spraying done around August 1st. The town will consider applying an additional application of Larvacide. The council has hired two additional employees to help with fogging and they will continue to fog five nights per week.

- **Parks:** The town crews will begin building the retaining wall at Good Times Park and then they will be able to get started on landscaping efforts at the park.

- **Lake:** No report

- **Hot Pool:** No report.

- **River Project:** No Report

Master Plan Steering Committee: Stacy Crimmins, Steering Committee Chairperson, reported that five RFQ's had been received and the committee members met and proposed accepting the contract with CBI.

Ms. Crimmins reported that meetings will be scheduled for August 3rd and 4th to review the project and a public hearing will be held on August 5th in the Great Hall at the Community Center at 4:00 p.m. Ms. Crimmins will contact the steering committee and council with more information about the scheduling of the meetings.

Mayor Glode added that members of the steering committee had met with representatives from CDBG (Wyoming Business Council) and WYDOT. During that discussion they reviewed use of matching funds and how that would affect the scope of work on the project. The council asked that Ms. Crimmins gather additional clarification on the use of the matching funds.

Councilwoman Welton made a motion to approve the contract with CBI pending clarification on the questions that were raised concerning the use of matching funds, with permission for the Mayor to sign. Councilman Faust seconded and the motion carried unanimously.

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Councilman Raymer reported on the Airport Board meeting and reviewed the problems that STC had been having trying to get the FAA to approve the aggregate that he would be using for the project. Chris Olson, of STC, explained that the additional testing would make the cost of the project much higher than the original contract. Following the contract being approved the local supplier from Rawlins closed his business and the appropriate aggregate would not be available unless trucked in from other locations.

Mayor Glode read a letter and proposed the council approve the letter to be sent to STC releasing Mr. Olsen from the current contract and putting the project out for re-bid. The re-bid will allow other contractors to participate and will allow for a more realistic cost projection from the participants. Included in the re-bid will be the understanding that a time extension will be allowed if necessary because of the anticipated late start for the project.

Councilman Faust made a motion to send the letter releasing STC from the contract and allowing for a re-bid of the project. Councilwoman Howe seconded and the motion carried unanimously.

Councilman Raymer made a motion to approve advertising for a re-bid with a bid opening date of August 12th prior to the Airport Board's next meeting. Councilwoman Welton seconded and the motion carried unanimously.

The Airport Lease Agreements were discussed and Councilman Raymer made a motion to pass and adopt the Lease Agreements as presented with a 3% increase at the board's discretion. Councilwoman Welton seconded and the motion carried unanimously.

Councilman Raymer suggested that when the lease agreements are sent to the hanger owners the notice include notification that the board will be placing Lot Numbers for identification on each hanger. The Lot numbers will be the same as those indicated on the Master Plan.

Councilman Raymer added that the seal coat project will begin July 28th.

The next Airport Board meeting will be on August 12, 2015 at 1:00 p.m.

Community Center Joint Powers Board: Councilwoman Welton reported that KayCee Alameda submitted her letter of resignation from the PVCC Joint Powers Board, effective immediately.

The next meeting of the Community Center Joint Powers Board will be held Monday, August 10, 2015 at 4:30 p.m. The annual fundraising is scheduled for September.

Water and Sewer Joint Powers Board: Mayor Glode reported that the council packets include the following

- DEQ Permit Application /Outfall Line & Pump Station Project which will need approval with permission for Mayor to sign; and
- PMPC Invoice \$6,125.20 with Application for payment of #CWSRF-149 in the amount of \$4,103.88 which will need approval with permission for the Mayor to sign; and
- Grant Draft Request #2 for MRG-13350 in the amount of \$2,021.32 which will also need approval with permission for the Mayor to sign.

Councilwoman Welton made a motion to approve the DEQ Permit Application for the Outfall Line & Pump Station Project; the PMPC Invoice for \$6,125.20 with the Application for payment of #CWSRF-149 in the amount of \$4,103.88 and Grant Draft Request #2 for MRG-13350 in the amount of \$2,021.32, with permission for the Mayor to sign.

Councilwoman Howe seconded and the motion carried unanimously.

Mayor Glode read a letter of interest submitted by Craig Kopaz to fill the vacancy created by the resignation of Don Sherrod.

Councilman Faust made a motion to appoint Craig Kopaz to fill the vacancy on the water and sewer JPB. Councilwoman Welton seconded and the motion carried unanimously.

The next meeting of the Water and Sewer Joint Powers Board will be Wednesday, August 12, 2015 at 6:00 p.m.

Landfill Board: The next meeting will be Wednesday, August 5, 2015 at 7:00 p.m. in Saratoga.

Medical Board: No report.

Planning Commission Board: Councilman Faust reported that the planning commission members are working on the zoning officer job description and will begin addressing the downtown business district zoning.

The next Planning Commission meeting will be August 11, 2015 at 5:30 p.m.

Recreation Commission: No report

Community Garden Board: Steve Deorio addressed the Council and thanked John Lasco and the street crew for mowing and weed-eating around the garden property.

Mr. Deorio introduced the new officers of the Garden Board as follows: Steve Deorio as Chairman; Brenda Bush as Co-Chair; Cindy Bloomquist as Secretary and Glee Johnson as Treasurer.

The next meeting of the Garden Board will be Monday, August 17th 2015 at 6:30p.m.

South Central Emergency Medical Services: No Report

Adjournment: Being no further business to come before the meeting, Councilman Faust made a motion to adjourn at 7.27 p.m. Councilwoman Welton seconded and the meeting was adjourned.

The next regular meeting of the Saratoga Town Council will be held on August 5, 2015 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Ed J. Glode, Mayor

ATTEST:

Suzie Cox, Clerk