

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL  
HELD JUNE 23, 2020 AT 6:00 P.M IN THE COUNCIL CHAMBERS OF  
THE SARATOGA TOWN HALL

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

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

**APPROVAL OF THE AGENDA:** Councilwoman Welton made a motion to approve the Agenda with the addition of an Executive Session following Old Business and the addition of a discussion to repeal the COVID Resolution 2020-07 under Old Business, and the motion carried.

**APPROVAL OF THE MINUTES:** Councilwoman Welton made a motion to approve the minutes of the June 2, 2020 meeting as presented, Councilman Keel seconded, and the motion carried

Councilwoman Welton made a motion to approve the June 11, 2020 Special Meeting Minutes as presented, Councilman Keel seconded, Councilman Nelson corrected a his vote from a nay to a yes on page 2 on Ordinance 857, that being noted Mayor Zeiger called for a poll of the council; Councilman Nelson voted yes, Councilwoman Welton voted yes, Councilman Keel voted yes, Mayor Zeiger voted yes, and the motion carried.

Councilwoman Welton made a motion to approve the June 17, 2020 Special Meeting Minutes as presented, Councilman Keel seconded, Councilman Nelson voted yes, Councilwoman Welton voted yes, Councilman Keel voted yes, Mayor Zeiger voted yes, and the motion carried.

**APPROVAL OF THE BILLS:** Treasurer Sammy Flohr read the bills for approval, as follows:

<b>Accounts Payable for 6/23/2020</b>	<b>\$ 51,959.26</b>
<b>Accounts Payable bill from 6/2/2020 Childress</b>	<b>\$ 8,400.82</b>
<b>Net Payroll - 6/ 9/2020</b>	<b>\$ 33,659.65</b>
<b>Payroll Transmittals 6/ 9/2020</b>	<b>\$ 19,921.33</b>
<b>Net Payroll -6/23/ 2020</b>	<b>\$ 33,484.04</b>
<b>Payroll Transmittals 6/23/2020</b>	<b>\$ 52,974.28</b>

Councilwoman Welton made a motion to pay accounts payable in the amount of \$51,959.26, Councilman Keel seconded the motion, and the motion carried.

Councilwoman Welton made a motion to pay the Childress Accounting bill from June 2<sup>nd</sup> in the amount of \$8,400.00, Councilman Keel seconded the motion stating that he supports the charges from James Childress although it is higher than anticipated, understanding the increase was due to the additional work being done.

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

Councilwoman Welton made a motion to pay the 6/9/2020 net payroll in the amount of \$33,659.65. Councilman Keel seconded the motion.

Mayor called for a poll of the council; Councilman Nelson voted yes, Councilwoman Welton voted yes, Councilman Keel voted yes, Mayor Zeiger voted yes, and the motion carried

Councilman Keel made a motion to pay the payroll transmittals for 6/9/2020 in the corrected amount of \$19,921.33, Councilwoman Welton seconded, and the motion carried.

Councilwoman Welton made a motion to pay the 6/23/2020 net payroll in the amount of \$33,484.04. Councilman Keel seconded the motion, the motion carried.

Councilwoman Welton made a motion to pay the payroll transmittals for 6/23/2020 in the amount of \$52,974.28, Councilman Keel seconded, and the motion carried.

**Executive Session:** Councilwoman Welton made a motion to move into executive session at 6:05 p.m. to consider information considered confidential by law, in accordance with W. S. 16-4-405(a) (ii) and (iii). Councilman Keel seconded, and the motion carried.

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

Councilwoman Welton made a motion to move out of executive session at 6:23 p.m. Councilman Keel 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). Councilman Keel seconded, and the motion carried.

Mayor Zeiger reported that no action was taken.

**CORRESPONDENCE:** Councilman Keel read a letter from the County Commissioners sent to the Saratoga Carbon County Impact Joint Powers Board addressing the concerns of restricted funds being used for general fund operations. No action was taken

**COUNCIL COMMENTS:** Councilman Keel addressed the council with a motion, by Proclamation, to rename the council chambers the Steven Wilcoxson Council Chambers in memory of Councilman Wilcoxson, seconded by Councilman Nelson, the motion carried.

Councilwoman Welton gave a special Thank You to Bridge Street Bargains for the donation of \$600 for the town's flowers, adding her appreciation for the town crews that put the flowers up last Friday.

**REPORTS FROM DEPARTMENTS:**

**Town Hall:** Mayor Zeiger read an application letter to be sent to the Carbon County Commissioners for a General Tax Levy for Fiscal Year 2020/2021.

Councilwoman Welton made a motion to allow the Mayor to sign the application letter for the General Tax Levy for Fiscal Year 2020/2021, seconded by councilman Keel, the motion carried.

**DPW:** DPW Director reviewed his written report noting the following:

- Street cleaning for the upcoming 4<sup>th</sup> of July
- Prepared the street from stripping
- The flower baskets were put up and arrangements were made for watering
- Water/Sewer
- Drained the welded tank for inspection and cleaning – tank was refilled
- Installed a new 2" water meter at the Hyland complex for irrigation
- Jon Winter, Chuck McVey and Suzie Cox met with Joey Davidson from Neptune Core & Main to discuss water metering options and costs
- Weed/Pest
- Aerial spraying will be done tonight, weather permitting
- Began fogging on June 3<sup>rd</sup>
- EIMG agreement submitted on June 15<sup>th</sup> for \$10,000
- Received Adulticide for aerial applications for town and Old Baldy Club
- Parks and Lake
- Cleaned the not-so-hot hot pool and main hot pool - both were reopened, changing rooms and rest rooms are not opened due to COVID protocol
- Cleaned and open restrooms at Kathy Glode Park and the downtown restrooms
- Removed the final items from the baseball fields on June 10<sup>th</sup>
- Opened restrooms at the lake campground
- Repaired handrails on the primary boat dock

**Police Dept.** Sgt. Tyler Christen reported that a grant application that they submitted to Homeland Security in the amount of \$61,610 will be awarded in September.

Sgt. Christen addressed the council and requested authorization to enter into an agreement with Axon Enterprise for the purchase of Officer Safety Gear- Taser/Body Camera equipment and maintenance. The agreement with a total cost of \$53,328.90, will be spread over a period of five years with replacement equipment in the second year and at the end of the five-year period.

Councilman Nelson made a motion to authorize the agreement with Axon Enterprise for the purchase of Officer Safety Gear- Taser/Body Camera equipment and maintenance with permission for the Mayor to sign, seconded by Councilwoman Welton, the motion carried.

Chief Lehr reported that the air conditioner unit has been installed and is a welcome relief to the dispatchers.

**Recreation Dept:** Councilman Keel read a written report submitted by Recreation Director Lisa Burton:

- Gym and Weight Room are open for walkers under COVID protocol
- Added low impact fitness classes and cycling adhering to sanitizing and social distancing
- Added water aerobics
- Working with instructors to schedule outdoor yoga classes
- Working to schedule parade camp and scheduling an Arco camp for July
- Submitted 66 vouchers to be refunding fees to the Platte Valley Youth Basketball participants

**Fire Dept:** Clerk Suzie Cox requested permission to submit a Grant Draft Request for reimbursement for the Extrication Equipment in the amount of \$13,115 with permission for the Mayor to sign.

Councilman Nelson made a motion submit the Grant Draft Request for reimbursement for the Extrication Equipment in the amount of \$13,115 with permission for the Mayor to sign, seconded by Councilwoman Welton, the motion carried.

#### **BOARDS AND COMMISSIONS MEETING UPDATES:**

##### **Joint Powers Boards:**

- **Community Center Joint Powers Board:** The next meeting is July 13<sup>th</sup> @ 4:30
- **Water and Sewer Joint Powers Board:** Mayor Zeiger read a letter

Submitted by Roger Cox requesting reappointment to the joint powers board as a town representative. Currently Mr. Cox is a county representative to the JPB, and Richard Raymer is a town representative. Mr. Cox is requesting he be appointed as a town representative while Mr. Raymer, who now resides out of the town limits, has requested the county reappoint him as a county representative.

Councilman Keel made a motion to appoint Roger Cox as town representative to the JPB effective August 1, 2020, seconded by Councilwoman Welton, the motion carried.

The next meeting of the JPB will be on July 8<sup>th</sup> @ 6:00

##### **Planning Commission:**

Kent Smith, interim Planning and Zoning Officer, reported on the PUD for Triple D Construction has been approved by the Planning Commission and the board is recommending that the Council approve the PUD application. The PUD is being constructed in an existing subdivision area that has all the necessary permits, utilities.

Councilman Keel made a motion to approve the PUD submitted by Triple D Construction, seconded by Councilman Nelson, the motion carried.

Kent Smith stated that the Planning Commission recommended the Council approval a Zone Change for Jon Nelson.

Councilman Nelson declared a conflict and left the room during the discussion.

It was noted that a portion of the property is zoned Highway Business while a small portion of the property is zoned Residential, the zone change would correct that nonconformance that has existed for the laundromat. Discussion followed and resident Karon Wilson voiced her concern to the zone change. It was noted that Mr. Nelson is not the owner of the property and Ms. Wilson questioned the legality of his changing the zoning on a property that he does not own. Ms. Wilson questioned the effect that this zone change may have on her property. It was noted that two property owners were in opposition to the zone change and Ms. Wilson stated that 50 % approval does not make it a majority of the property owners consenting to the zone change.

It was noted that the zone change requires a public hearing by the council before the zone change can be approved.

Councilman Keel made a motion to advertise for a public hearing prior to the council meeting on July 7<sup>th</sup>. Discussion followed; it was noted that it must be published 15 days prior to the meeting. Councilman Keel amended his motion to hold the public hearing on July 21<sup>st</sup> prior to the regular council meeting, seconded by Councilwoman Welton, the motion carried.

The Zone Change was then tabled until a public hearing could be held prior to the council meeting on July 21, 2020.

The next meeting of the Planning Commission will be on July 8<sup>th</sup> @ 5:30

##### **Saratoga Airport Advisory Board:**

Councilman Nelson requested the council formally waive the landing fees for the plane used for mosquito abatement program.

Councilman Nelson made a motion to waive the landing fees for the mosquito abatement, seconded by Councilman Keel, the motion carried.

Councilman Nelson reported on the following discussion:

- Discussed the alternatives for the apron expansion project and the water line realignment
- WYDOT Aeronautics Division has come back and are going to request the board hire a historian to certify the age of the terminal building that was removed from the airport property
- Gate lock were discussed. The need for common access for the town, airport and fire department, and maintenance of the fence to prohibit wildlife from accessing the airport.

The next meeting of the Airport Advisory Board will be on July 8<sup>th</sup> at 3:30 pm at the Town Hall

##### **South Central Wyoming Emergency Services Board:**

Marie Christen, SCWEMS board representative, and Chuck Bartlett from WLC, addressed the council and reviewed the plans for the ambulance barn improvement project. There will be a 40x40 addition on the building that will be composed of a large classroom, two offices, a kitchen area, and an additional restroom. Additional changes will be made as alternates to enhance the existing building.

Councilman Nelson reported on the status of the Specific Purpose Tax. The bonds have not been sold at this time. He will have more information after the SPT board has their next meeting.

**NEW BUSINESS:**

Childress Accounting and Consultation:

Mayor Zeiger asked for no interruptions, he stated that he will leave it up to Mr. Childress to answer any questions at the end of his report, asking that the attendees be considerate and courteous.

James Childress addressed the council stating that as the council requested, they have performed certain financial calculations to resolve questions raised about how the Town calculated fund balances in its financial statements. With the guidance and assistance of the town's staff, they have completed the requested calculations and their findings and associated documentations are in their report. That report, having been approved by the council, is attached.

Following the Childress report, Councilman Keel made a motion to accept the report, seconded by Councilwoman Welton.

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

**OLD BUSINESS:**

Mayor Zeiger read **Ordinance 856**, an Ordinance amending the 2019/2020 Budget on Third and Final <sup>Reading</sup> due to unanticipated revenues and expenditures.

Councilman Nelson objected to the Ordinance due to incorrect budget numbers and lack of funds transfers.

Councilman Keel made a motion to approve Ordinance 857 on third reading, seconded by Councilwoman Welton, Councilman Nelson voiced his dissent that transfer numbers were not included.

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

Mayor Zeiger read **Ordinance No. 857**, an Ordinance to Provide Income Necessary to Finance the 2020-2021 Fiscal Budget of the Town of Saratoga on Third and final reading.

Councilman Keel made a motion to approve Ordinance 857 on third reading, seconded by Councilwoman Welton, Councilman Nelson voiced his dissent that transfer numbers were not included.

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

**Resolution 2020-07** – Pertaining to COVID-19

Councilman Nelson made a motion to repeal Resolution 2020-07 Councilman Keel seconded the motion.

Mayor Zeiger called for a poll of the council; Councilman Nelson voted yes, Councilwoman Welton voted nay, Councilman Keel voted yes, Mayor Zeiger voted nay, and the motion failed.

**Executive Session:** Councilwoman Welton made a motion to move into executive session at 10:02 p.m. to consider information considered confidential by law, in accordance with W. S. 16-4-405(a) (ii) and (iii). Councilman Keel seconded, and the motion carried.

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

Councilwoman Welton made a motion to move out of executive session at 10:19 p.m. Councilman Keel 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). Councilman Keel seconded, and the motion carried.

Mayor Zeiger reported that no action was taken.

**Adjournment:** There being no additional business to come before the meeting, Councilwoman Welton made a motion to adjourn at 10:20 p.m., Councilman Keel seconded, the motion carried.

The next regular meeting of the Saratoga Town Council will be held on July 7, 2020 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

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Mayor John Zeiger

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Suzie Cox, Clerk