

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD NOVEMBER 7, 2017 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, Councilman Steven Wilcoxson, Councilwoman Jennie Lou Garland and Councilman Richard Raymer.

APPROVAL OF AGENDA:

Councilman Wilcoxson made a motion to approve the Agenda as presented. Councilman Faust seconded and the motion carried.

APPROVAL OF THE MINUTES: Councilman Raymer made a motion to approve the minutes of the October 17, 2017 meeting as presented. Councilman Faust seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Treasurer Sammy Flohr read the following bills for approval: Accounts Payable: \$90,996.71; Payroll and FICA for pay period 10/31/2017 in the amount of \$50,364.40; and manual checks in the amount of \$57,054.90 for a total of \$198,416.01.

Councilman Faust made a motion to pay the Shively Hardware bills in the amount of \$658.04. Councilman Wilcoxson seconded and the motion carried. Mayor Glode declared a conflict and abstained.

Councilman Faust made a motion to pay the remaining bills in the amount of \$197,757.97. Councilman Wilcoxson seconded and the motion carried unanimously.

CORRESPONDENCE: Nothing to report

COUNCIL COMMENTS: Will Faust reported that they have identified owners of the property being stored on town property and a ten day letter will be sent asking that the property be removed as private property is not to be stored on town lots. Discussion followed reviewing town lots and town right-of-ways and unlicensed or noncurrent registrations of vehicles.

Mayor Glode noted that he had attended the WAM meetings held at the Community Center and the Saratoga Resort and Spa. The discussions the Mayor attended covered WYDOT's WyoLink, WAM Region VI discussion on state/municipal finances and state funding decreases, and WAM's discussions about the states commercial air services.

REPORTS FROM DEPARTMENTS:

Town Hall: Clerk Suzie Cox reminded the council of the public hearing for the liquor license renewals to be held on November 21st at 5:30 prior to the council meeting.

Mayor Glode read the special event application for the Christmas Parade and the Street Closure permit submitted by Stacy Crimmins on behalf of the Chamber of Commerce for December 2, 2017.

Will Faust made a motion to approve the special event application for the Christmas Parade and the Street Closure permit for December 2, 2017.

Councilman Wilcoxson voiced his appreciation for the application being submitted in a timely manner giving the council enough time to review the application. Councilwoman Garland seconded and the motion carried unanimously.

Mayor Glode reviewed the Memorandum of Land Lease Agreement between Verizon and the Town of Saratoga for approximately 2,500 square feet of land located at 401 S. 7th for the installation of a wireless tower.

Councilman Raymer made a motion to approve the agreement with permission for the Mayor to sign. Councilman Faust seconded and the motion carried unanimously.

Fire Department: No report

Police Department: Chief Robert Bifano reported from the police department as follows:

- The National Child Safety Council visited and helped put together packets for the elementary school, middle high school children that contained a number of safety and self help books.
- The 911 system seems to be working now that the addressing seems to be corrected for landlines, now they will be working on the local cell phone issues.
- Three interviews were held for the part time dispatch position and Chief Bifano requested permission to hire Natalie Adams to fill that part time position. Ms. Adams will need to go through the academy within two years from her date of hire.

Councilman Faust made a motion to approve the hiring of Natalie Adams to fill the part time dispatch position. Councilman Wilcoxson seconded and the motion carried unanimously.

Councilman Raymer discussed the issues that are being created by unlicensed vehicles parked in town right of ways in the Chatterton and Sharp areas that impact snow plowing. He would like to see enforcement being done in all areas where unlicensed vehicles are being parked in off street parking.

Additionally, he asked for more attention to the speed of the haul trucks as they come around Chatterton and State Streets and also on West Bridge.

The street department crew will be asked to coordinate with the police department to address the snow plow routes.

Recreation Department: Recreation Director Burton reported that the Missoula Children's Theater will begin the week with auditions on Monday, continuing with rehearsals and ending with presentations of Gulliver's Travels at 7 pm on Friday, November 17th and 2 pm on Saturday, November 18th at the Community Center theater.

Department of Public Works: Director Jon Winter reported on the street, water and sewer, hot pool, lake and park departments as follows:

Street Department:

- Requested permission to purchase a new shop overhead door to be installed by town employees. Three estimates had been received; one from Shively Hardware, one from Menards, and one from Do it Best Lumber which was the lowest price of the three.

Councilman Raymer made a motion to purchase a new shop door from Do It Best Lumber. Councilman Faust seconded and the motion carried. Mayor Glode declared a conflict and abstained.

- Worked on the pump and motor in the vault on the West Bridge heated sidewalks. The motors were sent in for repair
- Repaired the Cat skid steer door
- Replaced sign posts damaged by heavy winds

Water & Sewer:

- Repaired a water main break on North Veterans Street
- Modified still well and lagoon wet well improving level sensor probe
- Attended the WWDC meeting / Level I Master Plan funding project was presented
- Received DEQ permit to Construct for the lagoon project – will publish Bid Notice
- Will repair a section of sewer main on South Veterans

Weed and Pest: Nothing to report

Hot Pool / Parks / Lake:

Hot Pool: no report

Parks and Lake: completed inspection of playground equipment and completed winterizing of parks and Lake Campground

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Mayor Glode read the following letters of notification:

- Notice of approval of the 2018 NAVAID Maintenance Grant which reimburses the town for maintenance performed at the airport and requires permission for the Mayor to sign; and
- Notice of approval of the NAVAIDS Repair (NDB and AWOS) Grant which amends the proposed grant requests approved at the last meeting and increases the amount of funding available to replace the AWOS and repair the NDB. This will also require permission for the Mayor to sign

Councilman Raymer made a motion to approve the NAVAID Maintenance Grant and the NAVAIDS Repair Grant with permission to sign. Councilman Wilcoxson seconded and the motion carried unanimously. Mayor Glode noted that the state share will be 80% and the town share will be 20%.

Councilman Raymer reported that a meeting was held on November 3rd with members of WYDOT Aeronautics and board members Raymer and Grubb, Airport Manager Maddox and Clerk Cox to review available funding for airport maintenance equipment and other projects that WYDOT Aeronautics can assist with.

The next Airport Board meeting will be Wednesday, November 8, 2017 at 1:00 p.m.

Community Center Joint Powers Board: The next meeting of the Community Center Joint Powers Board will be November 13, 2017 at 4:30 p.m.

Water and Sewer Joint Powers Board: Councilman Raymer requested permission to advertise for bids for the Lagoon Upgrade Project.

Councilman Faust made a motion to allow the JPB to advertise for bids for the lagoon upgrade project. Councilman Wilcoxson seconded and the motion carried unanimously.

The next Water and Sewer Joint Powers Board meeting will be November 8, 2017 at 6:00 p.m.

Landfill Board: The next meeting will be December 6, 2017 in Saratoga at 7:00 p.m.

Medical Board: Councilman Faust reported the meet and greet for Dr. and Mrs. Bryan Kaiser was very well attended.

Planning and Zoning: Councilman Faust reported that the board is discussing a fee schedule for fees and permits.

The next meeting will be November 14, 2017 at 5:30 p.m.

Recreation Commission: Councilwoman Garland reported the next meeting will be November 15, 2017 at 5:00 p.m. and the board will be discussing plans for the Ladies Nite Out.

South Central Wyoming Emergency Services: Mayor Glode indicated that the service is gradually working toward their goals.

Adjournment: Being no further business to come before the council, Councilman Raymer made a motion to adjourn at 6:37 p.m. Councilwoman Garland seconded and the meeting was adjourned.

The next regular meeting of the Saratoga Town Council will be held on Tuesday, November 21, 2017 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Ed J Glode, Mayor

ATTEST:

Suzie Cox