

**MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD SEPTEMBER 17, 2013 AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF
THE SARATOGA TOWN HALL**

Mayor John Zeiger called the meeting to order.

The Pledge of Allegiance was recited. Members present were: Councilman Mike McWain, Councilwoman Sue Howe and Councilwoman Judy Welton. Councilman Steve Wilcoxson was absent from the meeting.

APPROVAL OF AGENDA: Councilwoman Welton made a motion to approve the agenda with one correction: Remove permission to sell a truck from the Fire Department report. Councilwoman Howe seconded and the motion carried unanimously.

APPROVAL OF THE MINUTES: Councilwoman Howe made a motion to approve the minutes of the September 3, 2013 meeting. Councilwoman Welton seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Councilwoman Welton read the following bills for approval: Accounts Payable: \$78,712.70; Payroll and FICA for 9/9/13 in the amount of \$76,017.93; and manual checks in the amount of \$231.23 for a total of \$154,961.86.

EXECUTIVE SESSION: Councilwoman Welton made a motion to go into executive session to discuss personnel and matters of litigation in accordance with W.S. 16-4-405(a) (ii) and (iii) and Councilwoman Howe seconded; the motion carried unanimously. Acting Police Chief Thomas Knickerbocker attended a portion of the executive session. Councilwoman Welton made a motion to come out of executive session and Councilwoman Howe seconded; the motion carried unanimously. Councilwoman Welton made a motion to seal the minutes from the executive session and Councilwoman Howe seconded; motion carried unanimously.

Mayor Zeiger reported there was no action taken during the executive session.

REPORTS FROM DEPARTMENTS:

Town Hall:

- Pat Robbins of the Wyoming Business Council addressed the council on a upcoming grant that might be of interest to the Town of Saratoga. On August 23, 2012 the Carbon County Economic Development Council had held two round table discussions, one in Rawlins and one in Saratoga, to discuss affordable housing and it was determined that the need for affordable housing was very different in Saratoga than it is in Rawlins. The grant would help do a feasibility study to look at existing housing in Saratoga and the valley to see what the needs are. Ms. Robbins brought information which was given to the Clerk to distribute to the council for their review. The grant application would need to be submitted by January 15, 2014 and it is Community Development Block money through HUD which would allow the town to do a housing assessment. The maximum amount that the town could receive would be \$20,000.00 and there is a cash match required that is 25% of the total project. The grant application would need to be sent to Pat Robbins prior to submitting on January 15, 2014.

Cindy Wallace Director of the Carbon County Economic Development Council indicated that she would be willing to write the grant for the Town of Saratoga if the council should decided to apply for the grant.

KayCee Alameda, Executive Director of Voices of the Valley addressed the council and reviewed the upcoming projects that will have an impact on the housing in the valley. The biggest issue that we will be dealing with concerning all of the energy development is that there is a housing crunch not only here but from Rock Springs to Laramie and Bairoil to Craig, Colorado if the influx of people comes in the phases that they are suggesting.

Ms. Alameda stated that the VOV housing working group had met recently to address the housing issues, inventory, existing, demand, affordability, zoning, basic services and public concerns and issues. Tourism in the valley will be impacted because the workers will be taking up motels or camping spaces that would normally be utilized by tourists.

Jim States, Vice President of Voices of the Valley added that they have found most people do not believe that the impact of the energy development will be as great as it is being projected. However, if the number of projects were to come through simultaneously, potentially we could see twice the population not only here but elsewhere. Change is coming and we need to prepare for that change and this study could give a valuable baseline to determine the kinds of impact that will be seen in our communities. If we wait until the workers start coming in it is too late and it will be determined by the developers and anyone willing to sell property to the developers and local authorities will not have a voice.

Voices of the Valley would encourage the council to consider moving forward with the grant application to help our communities prepare for what we will be seeing in the near future.

The council will review the information provided and consider the study and grant application again at the October 1, 2013 meeting which would give plenty of time to prepare the application and have a public meeting in December. Ideally it would be beneficial if other communities in the valley would work together to combine this study to prevent a haphazard type of impact that may be instituted without any control by the local municipalities.

Stacy Crimmins, Director of the Platte Valley Chamber of Commerce invited the council to attend a Strong Towns Curbside Chat meeting on October 8, 2013 at the community center to address new strategies for the economic realities facing America's towns. The meetings will be held at 12:00 p.m. and again at 6:30 p.m. with a special session at 3:00 p.m. Ms. Crimmins noted that there is always a strong presence from individuals in the community but not always a presence from the community leaders or council members and she would encourage anyone who can attend to attend one of the sessions.

Yvonne Johnson addressed the council and noted that she had been working with Chuck Bartlett and Suzie Cox for the past few months discussing the hot pool and its new park. She would like get council permission for an interpretive sign that she would like to pay for and have placed at the hot pool and Good Times Park. Ms. Johnson added that she will be leaving Saratoga and because of the support that the community has given her and her family following the accident that left her son Brandon paralyzed she would like to give something back to the community. She has been talking to Chuck, Suzie and Mayor Zeiger to gather information to set the project in motion. Yvonne stated that she had also been working with Rod Laird on preliminary sketches for the sign and she would like to present the Town of Saratoga with a check to cover the cost of the sign.

Rod Laird addressed the council in support of the project to enhance the hot pool and adjacent park. The sign will be an asset with basic information about the hot pool and will be enjoyed by the multitude of people from all over the world. Mr. Laird requested the council delegate someone to work with them to help with the information to be included on the sign. Mayor Zeiger asked Chuck Bartlett to work with Ms. Johnson and Rod Laird on the sign and placement of the sign.

Yvonne Johnson indicated that she will be coming back in April 2014 to assist with a fund raiser for the Saratoga Museum, understanding that the park might not be completed by that time she would like come back in June and purchase three trees to be planted at the park dedicated to her three children Brandon, Dominic and Marianna Arellano.

The Council thanked Yvonne Johnson for her generous contribution.

Fire Department: No report.

Police Department: Mayor Zeiger stated that he had been out of town for the September 3rd meeting and he had asked that the council name Tom Knickerbocker as acting chief and tonight he was now making the recommendation that the council appoint Tom Knickerbocker to the position of Police Chief.

Councilman McWain made a motion to approve the Mayor's recommendation that Tom Knickerbocker be appointed as Police Chief. Councilwoman Welton seconded and the motion carried unanimously. Mayor Zeiger then gave the oath of office to Chief Tom Knickerbocker.

Police Chief Tom Knickerbocker reported that the Saratoga Police Department had been awarded the U.S. Department of Homeland Security (DHS) State Homeland Security Grant Program (SHGP), Law Enforcement Terrorism Prevention Activities (LETPA) grant for FFY2012. The notice included the Grant Award Agreement for the period 9/1/2012 thru 5/31/2014 in the amount of \$4,921.50 which requires council approval with permission for the Mayor to sign.

Councilwoman Welton made a motion to approve the Grant Award Agreement for the period 9/1/2012 thru 5/31/2014 in the amount of \$4,921.50 with permission for the Mayor to sign. Councilman McWain seconded and the motion carried unanimously.

Chief Knickerbocker reported that he had received an estimate on the installation of the cameras at the hot pool from Outside Loop in the amount of \$1,600.00. Chief Knickerbocker added that the town crew would be installing the conduit and that the estimate is for the installation and setup of the cameras only.

Chief Knickerbocker reported that he had received a number of applications for the officer positions and he will be setting up interviews.

Councilwoman Welton made a motion to allow Outside Loop to install and setup the cameras at the hot pool for the estimated cost of \$1,600.00. Councilwoman Howe seconded and the motion carried unanimously.

Recreation Department: No report

Department of Public Works:

- Street Department: Mayor Zeiger read a Thank You from the Chamber of Commerce to Chuck Bartlett, John Lasco, Mike Day, David Gonzales, Randy Sikes, Dylan Snodgrass, Brian Manley and Ray Talmadge for their hard work in helping to get Kathy Glode Park ready for Steinley Cup.
- DPW Supervisor Chuck Bartlett reported that the crew has been installing the conduit at the hot pool and installing storm drains at the hot pool at the same time and should be completed by next week.

Mr. Bartlett requested permission to purchase three sets of tires for three pickups at a cost of approximately \$2,500.00.

Councilman McWain made a motion to allow Mr. Bartlett to purchase three sets of tires for three vehicles at a cost of \$2,500.00. Councilwoman Welton seconded and the motion carried unanimously.

- Water & Sewer: DPW Supervisor Chuck Bartlett reported that the crew has pulled the curtains out of the lagoons for cleaning.

Mr. Bartlett requested permission to buy a set of tires for one of the sewer trucks at a cost of approximately \$800.00.

Councilwoman Welton made a motion to allow Mr. Bartlett to purchase buy a set of tires for one of the sewer trucks at a cost of approximately \$800.00. Councilwoman Howe seconded and the motion carried unanimously.

Mayor Zeiger addressed Ken Schwerdt asking if Reiman was in town working on some of the meter project issues. Mr. Schwerdt indicated that they were in town working on some of the punch list issues.

- Weed and Pest: No report
- Hot Pool: No report

REPORTS FROM BOARDS AND COMMISSIONS:5

Airport Board: Clerk Suzie Cox reported that the council packets include reimbursement requests for the Master Plan in the amount of \$10,716.00 for federal fund reimbursement; \$714.00 for state fund reimbursement, noting that the town portion of the invoice submitted by Sage Engineering in the amount of \$11,906.00 is \$476.00.

Councilwoman Welton made a motion to approve the request for reimbursement for federal funds in the amount of \$10,716.00 with permission for the Mayor to sign. Councilwoman Howe seconded and the motion carried unanimously.

Councilwoman Welton made a motion to approve the request for reimbursement for state funds in the amount of \$714.00 with permission for the Mayor to sign. Councilwoman Howe seconded and the motion carried unanimously.

Clerk Cox added that the packets also included the AWOS Maintenance Agreement which requires council approval and permission for the Mayor to sign. The AWOS agreement provides for a three month extension as per WYDOT through December 2013. The agreement with Vaisala is to provide preventative maintenance and service and equipment restoration in accordance with the original agreement.

Councilwoman Welton made a motion to approve the AWOS Maintenance Agreement with permission to sign. Councilman McWain seconded and the motion carried unanimously.

David Worthington congratulated Chief Knickerbocker on his appointment and addressed the council asking if they had given direction to the Town Attorney to address the airport authority as stated in Saratoga Municipal Code 14.08. Clerk Cox noted that Mr. Thompson had asked for additional clarification from the council.

Mr. Worthington then provided the council and audience with a video tape of one of the airport board meetings wherein he felt that the board was not fair in addressing airport leases. Additionally Mr. Worthington provided a short video clip addressing the airport signage – storage issues – weeds and other items that he would like to see addressed by the council. David Worthington then addressed what he feels are unfair practices by the airport board in addressing the charges for private hangers as opposed to the fees paid by the FBO. Mr. Worthington ended his presentation by asking the council to address these issues.

The next Airport Board meeting will be held August 14, 2013 at 1:00 p.m.

Community Center Joint Powers Board: Councilwoman Welton reminded the council that the Community Center annual fundraiser will be held on Saturday, September 21, 2013.

The next meeting will be held August 19, 2013 at 4:30 p.m.

Water and Sewer Joint Powers Board: Ken Schwerdt addressed the council and reported that the reimbursement requisition #2012-42 is for warranty work being done by PMPC.

Councilwoman Welton made a motion to approve Water Meter Replacement Project reimbursement in Requisition # 2012-42 in the amount of \$125.00 with permission for the Mayor to sign. Councilwoman Howe seconded and the motion carried unanimously.

Mayor Zeiger voiced his frustration with Reiman Contractors and the poor workmanship in installing the meters and pits during the meter project.

Chuck Bartlett addressed the council and reported that Water and Sewer JPB is putting in a grant to the State Land and Investment Board for a grant and loan for the lagoon outfall project. The total project will be just over One Million Dollars. The lagoon outfall project is because in order for us to meet the new ammonia requirements we need to extend the piping all the way from the lagoons to the river. We will know in January if we get the grant and loan or not.

The next meeting will be held August 14, 2013 at 6:00 p.m.

Landfill Board: Sue Jones addressed the council and reported that a couple of month ago the new construction pit was opened. Ms. Jones added that the landfill board is in the process of coming together with a plan to be transferring trash by 2015 and that means that this landfill will become a transfer station only. Funding is currently being addressed by the minerals and economic development legislature. The cost to close the existing landfill and build the appropriate building will be very expensive. Serious recycling and ways to make it easier and more convenient as a way to encourage people to recycle is being addressed.

Richard Hodges thanked everyone for recycling and the third trailer has been fill this year that means that 45 tons of trash has been diverted from the landfill. Mr. Hodges encouraged everyone to continue to recycle.

The next meeting will be held October 2, 2013 at 7:00 p.m.

Medical Board: No report

Planning Commission: The next Planning Commission meeting will be October 8, 2013 at 5:30 p.m.

Recreation Commission: The next meeting will be October 14, 2013 at 5:00 p.m.

Community Garden Board: The next meeting will be October 14, 2013 at 6:00 p.m.

South Central Emergency Services Board: The council had received an email which was in their packets asking for council action on the appointment of Roy Barber as the at large member of the South Central Wyoming Emergency Services Joint Powers Board. The email indicated that Mr. Barber is currently an EMT with both Memorial Hospital of Carbon County EMS and SCWEMS out of the Saratoga station.

Councilwoman Welton made a motion to approve the appointment of Roy Barber as the at large member of SCWEMSJPB. The motion was seconded by Councilman McWain and the motion carried unanimously.

Business: There was no new business brought before the council.

Items from the Public: KayCee Alameda addressed the council as a cooperating agency with the Power Company of Wyoming Chokecherry Sierra Madre project and suggested that since they were holding their first site specific development open house here Monday night September 23rd from 4:00 to 7:00 and there is a cooperators meeting at 2:00 p.m. at the community center and she would encourage a town representative to attend those meetings. Councilman McWain volunteered to go to that meeting.

Adjournment: Being no further business to come before the meeting, Councilwoman Welton made a motion to adjourn, seconded by Councilman McWain; motion carried and the meeting was adjourned.

The next regular meeting of the Saratoga Town Council will be held October 1, 2013 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Mayor John Zeiger

ATTEST:

Suzie Cox, Clerk