

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD AUGUST 20, 2019 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, Councilman Jon Nelson, Councilman Wilcoxson, and Councilwoman Judy Welton and Councilman Bob Keel.

APPROVAL OF AGENDA: Councilwoman Welton made a motion to approve the Agenda as presented, Councilman Wilcoxson seconded, the motion carried.

APPROVAL OF THE MINUTES: Councilwoman Welton made a motion to approve the minutes of the August 6, 2019 meeting as presented, Councilman Wilcoxson seconded, the motion carried.

APPROVAL OF THE BILLS: Treasurer Samuel Flohr read the following bills for approval: Accounts Payable: \$61,160.37; Payroll and FICA for 8/20/2019 in the amount of \$56,837.09; and manual checks in the amount of \$37,387.10, for a total of \$156,384.56.

Councilwoman Welton made a motion to pay the bills in the amount of \$156,384.56 seconded by Councilman Wilcoxson, the motion carried.

CORRESPONDENCE: Noting to report

COUNCIL COMMENTS: Councilman Wilcoxson asked that Clerk Cox contact the Mayors of Encampment and Riverside to set a date for a meeting with the Saratoga Mayor and Council to discuss valley healthcare. Clerk Cox will contact those individuals to get a couple of days for the council to choose from.

A discussion was conducted concerning preparation of the financial statements for the new fiscal year. When the information was converted for the new budget not all numbers were pulled in correctly. Treasurer Flohr is working with Caselle to make sure the conversion issues are corrected and that all numbers get pulled in correctly. A memo will be sent to the Mayor and Council when the process is completed. Caselle will be asked if it is possible to have someone come to a future meeting to review the Caselle accounting system.

Additional items discussed were the Two Rivers and Lucky Star Wind Energy Project, Councilman Nelson questioned why the MOU was signed by the Mayor and submitted prior to council approval. Clerk Cox noted that the MOU had been attached to the Letter of Participation and was required to be submitted by August 19th to be accepted. The Letter of Participation had been approved for signature, but the MOU was not addressed. The letter of participation was not a standalone document; therefore, it was a decision made by the Mayor to sign the MOU so it could be submitted in support of the letter of participation;

Councilwoman Welton noted, in support of the assistance from outside financial review, that Treasurer Flohr has been working with Greg Johnson in reviewing any concerns of the Caselle program. Mr. Johnson worked with ACM as well is familiar with the Caselle program and is comfortable with the way it works and how it is being applied.

ITEMS FROM THE PUBLIC: Emily Kaluzny, Carbon County Public Health/Emergency Response Coordinator, addressed the council on behalf of the Wyoming Comprehensive Cancer Control Consortium and requested permission to place BrightGuard Sunscreen Dispensers strategically at the Saratoga Lake. The goal is to increase access to Sunscreen in an effort to decrease skin cancer rates.

Councilman Wilcoxson made a motion to allow the dispensers to be mounted near the boat ramp, seconded by Councilwoman Welton. Discussion, and the motion was amended to allow the dispensers to be moved or additional dispensers could be added. The question was called, and the motion passed.

Glee Johnson addressed the council by asking a question of Jon Nelson, she asked if the questions that he asked the MHCC administrator at the last meeting were from the current clinic lease. Councilman Nelson stated yes, followed by the question to Councilman Wilcoxson; Is the current management currently paying rent? Councilman Wilcoxson answered stating no and had not been paid by other doctors in the past. Ms. Johnson asked if they are not paying the lease amount, why? Question to Mr. Thompson, if they have not met the terms of the lease, why has the lease not been made null and void? Answered, that it is a decision of the council, it would be their choice to make a motion or consider termination, and the council has not done that. There was an admission made by the lessee at the meeting at the community center that they are not in compliance with the terms and conditions of the lease, that statement ended up in a newspaper article, it has been admitted to and accepted by the council. Is there a part of the lease that addresses termination if they are not in compliance? Answered, there is.

Discussion continued with each council member voicing their support or concerns about acting on the clinic lease agreement, following their discussion no action was taken.

REPORTS FROM DEPARTMENTS:

Town Hall: Clerk Suzie Cox reported that one bid was received for audit services for the Town, it was submitted by Carver, Florek & James, CPA's from Layton, UT with an office in Sheridan, WY. The bid was in the amount of \$26,750 for entry-wide audit services for one year.

Councilman Wilcoxson made a motion to approve the bid submitted from Carver, Florek & James for the 18/19 audit, seconded by Councilman Nelson, the motion carried.

Also, in the council packets was an email for ACM declining the invitation to bid on the 18/19 audit due to a full schedule for this year's audit.

Clerk Cox requested permission to allow the exchange of information between Carver, Florek and James and AMC should either company make that request.

Councilwoman Welton made a motion to allow the exchange of information for audit purposes, seconded by Councilman Wilcoxson, the motion carried.

Police Department: Tom Thompson reported that he had been working with Jason Cline from Motorola Support and Jason has made the changes that were requested. Jason noted that he had been working with Officer Christen. Mr. Cline added that the equipment at the police department and at the water tower is older equipment that will need to be looked at, and at some time in the future updates will need to be made.

Officer Christen reported on the service agreement for the radio service that would include preventative maintenance on the portables, the mobiles in the vehicles and the system that is in the police department and at the water towers. They will be going through all existing equipment and then will do the preventative maintenance and upgrades as they go forward. It will also get the repeater site back to operation status with full battery backup to prevent outages.

Jason added that it will also include the Onsite Infrastructure Response that puts Motorola on contract for a prescribed timeframe for an emergency should that equipment go down. It will also pay for onsite maintenance.

They have identified the older equipment that is at their end of life. They will work proactively with the department to bring the equipment up to a more current standard and they believe that they will be able to cover approximately 60% of the current equipment.

Councilman Nelson made a motion to enter into the agreement with Motorola Solutions in the amount of \$13,667.50 with permission for the Mayor to sign, seconded by Councilman Keel, the motion carried.

Sergeant Christen reported that the air conditioner went out last week and an estimate for repair by replacing the compressor only is approximately \$2063 and the estimated cost for a new unit is approximately \$4292. The units are old, and some parts are not available should we continue to have problems with the unit.

Councilman Keel made a motion to replace the unit at a cost of approximately \$4300, seconded by Councilman Wilcoxson, the motion carried.

Officer Christen reported that he had attended the August 13th Two Rivers and Lucky Star Wind Project joint meeting to review the participants requests. The group was receptive to the requests being presented. There will be a prehearing on September 27th at 1:30 in Laramie.

Discussion followed on needs for police protection including additional officers, vehicles and equipment.

Fire Department: No report

Recreation Department/Commission Report: Mayor Zeiger read a letter of resignation submitted by Sarah Lincoln.

Councilman Keel made a motion to accept the letter of resignation, seconded by Councilman Nelson, the motion carried.

Director Burton requested permission to advertise for letters of interest for the commission vacant seat.

Councilwoman Welton made a motion to allow Ms. Burton to advertise for letters of interest, seconded by Councilman Keel, the motion carried.

Director Burton reviewed the upcoming activities and events that are being scheduled and asked for permission to sponsor the Missoula Children's Theater in the spring of 2020. The CCSD#2 Recreation Board grant no longer sponsors this event, however, because of past interest from parents and children many would like to see it brought back. The cost will be approximately \$7,000 with a \$500 deposit that will need to be paid now to hold a spot for next spring.

Councilwoman Welton made a motion to sponsor the Missoula Children's Theater at a cost up to \$7,000, Councilman Keel seconded, the motion carried.

Ms. Burton noted that the Swimming pool will be closing after Labor Day as pool staff is returning to school,

Saratoga Airport:

Councilman Nelson reported that the board was recommending that Thad York be appointed to the Airport Advisory Board.

Councilman Wilcoxson made a motion to approve the appointment of Thad York to the airport advisory board, seconded by Councilman Keel, the motion carried.

The board discussed future projects including the FAA and WYDOT Apron Expansion Project. This project is not budgeted for this fiscal year but will be discussed for budgeting next year.

The next meeting will be on August 14th at 3:30.

Department of Public Works:

DPW Director Jon Winter provided the council with a written project report for the department of public works for their review.

- Patching potholes and road cuts

Discussion followed concerning the patching caused by the boring projects of Union Telephone and Black Hills.

Councilman Nelson asked that those companies need reminders to be more diligent in making repairs to the streets if they expect to continue their installation projects. Mr. Winter was asked to contact both companies and ask that they have a representative at the next council meeting to address the street and alley repair issues.

Jon Winter requested permission to purchase two 4" check valves for the heated water line from the hot pool to Bridge Street at a cost of approximately \$940 each.

Councilman Nelson made a motion to allow the purchase of two 4" check valves to make repairs on the heated water line from the hot pool to Bridge Street, seconded by Councilman Wilcoxson, the motion carried.

- Repaired a hydrant at 1st & maple and 3rd and Spring and repaired a water leak on Spring

Mayor Zeiger asked Mr. Winter what his feeling were about becoming a certified operator of the water system. Mr. Winter replied that we have two certified operators and one more working on his certification. When encouraged, he added that he promised to take the test before the next joint powers board meeting, he will then have to get some training hours in after that.

- The RFP for the Lake campground water and sewer project is completed and has been shared with Councilman Nelson

Councilman Nelson made a motion to place an ad and send out proposals for the engineering and design for the lake water and sewer project, seconded by Councilman Keel, the motion carried.

- Drainage at the pharmacy building was discussed
- The gutter on the pharmacy building will be installed on Saturday, or as soon as the contractor can get his service truck repaired

Community Center Joint Powers Board: Councilwoman Welton noted the concert for the Nitty Gritty Dirt Band is scheduled for August 29th and the annual fund raiser is scheduled for September 6th at 4:30 p.m. The next meeting will be on September 9th at 4:30 p.m.

Water and Sewer Joint Powers Board:

Councilman Nelson reported that the board discussed the following:

- Held a lengthy discussion on the water rate structure
- Expected some residents to come in with concerns about the rate changes, but there was no one from the public in attendance
- Discussed the out of town water users
- Provided a copy of the MOU to the forest service for their review and comments

The next meeting will be on September 11th at 6:00 p.m.

Landfill Board: Councilman Wilcoxson noted that the landfill board did not take any action on the petition that was provided

The next Landfill Board meeting will be held at 7:00 p.m. on September 4th in Encampment

Planning Commission: Councilman Keel read a letter of interest submitted by Deborah Clark asking to be considered for a position on the planning commission and added that it is the commission's recommendation that the council appoint Ms. Clark to the planning commission.

Councilman Keel made a motion to appoint Deborah Clark to fill a position on the planning commission, seconded by Councilman Wilcoxson, the motion carried.

The next Planning Commission meeting will be held at 5:30 p.m. on Tuesday, September 13, 2019 at 5:30 p.m.

SCWEMS Board: Mayor Zeiger reported that there had been 20 ambulance transport so far this month

NEW BUSINESS: nothing

EXECUTIVE SESSION: Councilwoman Welton made a motion to move into executive session at 7:57 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 unanimously.

Councilman Nelson made a motion to move out of executive session at 8:53 p.m. Councilwoman Welton seconded and the motion carried unanimously.

Councilman Nelson 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). Councilwoman Welton seconded and the motion carried unanimously.

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 8:57p.m., Councilman Wilcoxson seconded, and the motion carried.

The next regular meeting of the Saratoga Town Council will be held on September 3, 2019 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

John Zeiger, Mayor

Suzie Cox, Clerk