

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD JANUARY 19, 2016, 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: Mayor Glode asked that the Council amend the agenda to include a letter from the Town of Medicine Bow under correspondence and Volunteer Award under the Police Department.

Councilwoman Welton made a motion to approve the agenda with those additions. Councilman Faust seconded and the motion carried unanimously.

APPROVAL OF THE MINUTES: Councilwoman Howe made a motion to approve the minutes of the January 5th meeting as presented. Councilman Raymer seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Treasurer Sammy Flohr read the following bills for approval: Accounts Payable: \$104,915.52; Payroll and FICA for 1/11/16 in the amount of \$62,378.43; and manual checks in the amount of \$403.39 for a total of \$167,697.34.

Councilman Raymer made a motion to pay the bills in the amount of \$167,697.34. Councilwoman Howe seconded and the motion carried. Mayor Glode declared a conflict and abstained.

CORRESPONDENCE: Mayor Glode read a letter received from the Town of Medicine Bow inviting members of the council to a meeting on Monday, January 25th to discuss the South Central Wyoming Emergency Services amendment to the Agreement.

COUNCIL COMMENTS: Mayor Glode requested the council give some thought to what they would like to see planned throughout the July 1st – 4th including the July 4th and TOGI Days celebration. If anyone has some suggestions for the festivities please contact Mayor Glode or Danyl Chitwood.

Mayor Glode introduced the formation of a new Cleanup Committee which will consist of Senior Police Officers, Zoning Officer, DPW Director, Chairman of the Landfill Board, Council Representative to the Planning Commission and Mayor Glode. The formation of the cleanup committee is one of the first steps to begin cleaning up the town. Town cleanup and flood mitigation were the two top priorities listed in the Master Plan surveys. Mayor Glode noted that he and Chief Knickerbocker had met and discussed the town cleanup and other enforcement issues and the Mayor believes that positive changes will follow that meeting.

ITEMS FROM THE PUBLIC: Gary Widemshek addressed the council concerning the trucks that continue crossing the Bridge Street Bridge when there is a designated truck route. He was asking that the council direct the police department to actively enforce the truck route violations.

Steve Heinitz addressed the council to discuss his possible use of a portion of the Community Center's parking lot to park a 16' step down van to sell sundries and retail fishing items. It will be a seasonal business from April thru October. Mr. Heinitz explained that he has gone to the Planning Commission and the Community Center Joint Powers Board to discuss his proposal. No decision has been made at this time but discussions will need to be held to discuss the public/private property issues before anything can be decided.

REPORTS FROM DEPARTMENTS:

Town Hall: Mayor Glode reported that he, Jon Winter, Clerk Suzie Cox and Councilman Raymer will be attending the WAM Winter Conference February 17th thru February 19th in Cheyenne, Wyoming and asked the council for a motion to designate the Voting Delegate to the WAM Winter Conference.

Councilman Raymer made a motion to designate Mayor Glode as the voting delegate for the WAM Winter Conference from the Town of Saratoga. Councilwoman Welton seconded and the motion passed unanimously.

Clerk Suzie Cox presented a proposed expansion layout for the expansion project at the Saratoga Cemetery to the council for their review and approval. Clerk Cox explained that presently the cemetery has 123 available grave sites and the Cemetery Board has been talking about expanding the cemetery to make more grave sites available. The expansion layout, developed by WLC shows a Phase 1 and Phase 2 for the project. At this time the board would like to begin Phase 1 which will provide 576 additional grave sites. The expansion will be on the upper south/southeast area between the fence and the current developed portion of the cemetery and will include developing and expanding the parking area, adding an additional road and contouring the proposed blocks, lots and grave sites.

Councilman Raymer made a motion to approve Phase 1 of the proposed cemetery expansion project. Councilwoman Howe seconded and the motion passed unanimously.

Councilman Faust presented ORDINANCE #833, an ordinance amending Sections of the Saratoga Municipal Code to be consistent with Section 18.06.190, as amended regulating home occupations within the Town of Saratoga on first reading.

Councilman Faust explained that the ordinance has been approved by the Planning Commission, reviewed by the town attorney and passed on to the Council with their recommendation to approve as presented.

Councilman Raymer made a motion to approve ORDINANCE #833, an ordinance amending Sections 18.06.430, 18.15.030, 18.15.040, 18.18.030, 18.18.040, 18.21.030, 18.21.040, 18.24.030, 18.24.040, 18.27.030, 18.27.040, 18.28.030, 18.28.040, and 18.63.030 (d) of the Saratoga Municipal Code to be consistent with Section 18.06.190, as amended regulating home occupations within the Town of Saratoga on first reading. Councilwoman Welton seconded and the motion carried unanimously.

Fire Department: No report.

Police Department: Chief Knickerbocker presented a Outstanding Volunteer Service Award plaque to Marilee Harper for her dedication and hard work at the dog kennels. Ms. Harper has been a very reliable volunteer who is called upon to take care of the dogs that are picked up and brought to the kennel until owners can be located to pick up their dogs or until we can locate someone willing to give them a home.

Recreation Department: No report

Department of Public Works: Mayor Glode presented a written report submitted by Director of Public Works, Jon Winter as follows:

Street Department:

- Continues to perform snow plowing as needed.
- Continue to clean up shop area inside and out.
- Continued routine maintenance of hot pool and sidewalks on Bridge Street.
- Cleaned up and plowed snow in preparation for the Fishing Derby at the lake.
- Removed trees behind shop to allow line-of-sight to camera monitor at the hot pool area
- Routine maintenance and repair of town equipment.
- Assisted with preparation of one grave site at the cemetery.

Water & Sewer:

- Continue to evaluate and inspect sections of sewer lines with camera system.
- Two town operators attended a waste water training session.
Reviewed waste water treatment system with Mark Court from Wyoming Rural Water and Rick Allen with Bio Lyncia and the potential impacts of septic, port-a-potty and RV wastes.
- Meeting and demonstration of the new SENSUS software that the town uses for billing and to track water usage.
- Met with Dale Treadway (WG Dale) and Bill Walters to discuss installation of line load reactors and schedule replacement of the # 5 VFD in February.
- The EPA sanitary survey report was received and a revised report will be forthcoming at which time we will be required to address their issues.

Outfall Project: After WDEQ meets to discuss the various options of the outfall project they may come to Saratoga to discuss those options.

Weed and Pest: No report given.

Hot Pool: The crew drained and cleaned hot pools on January 14th.

Good Times Park: No report

River Project: There was a meeting with FEMA on January 6th and discussed at that meeting was the National Flood Insurance Plan [NFIP], permitting and development in the floodplain, the LOMR process and how Saratoga will be included in the Carbon County Risk Map project.

Master Plan: Mayor Glode reported that there will be a steering committee meeting on Wednesday, January 20th at the Community Center at 5:15 p.m. and an Open House on Thursday, January 21st from 6:00 to 8:00 p.m.

Mayor Glode reported that there was a meeting with FEMA in which dredging the river was discussed. A map was reviewed indicating the tentative plans for dredging the river and they thought that it would be a fairly easy permitting process.

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Councilman Raymer reported that the board is waiting to hear back from the town attorney on the proposed changes to the lease agreement. The board discussed the fence, the new Shively Field sign, the hanger inspections and the numbers for the hangers that will be applied as soon as the weather permits.

The next Airport Board meeting will be held on February 11, 2016 at 5:00 p.m.

Community Center Joint Powers Board: Councilwoman Welton reported that they had a short meeting with bills being approved for payment by a phone conference. The board is waiting to get more information from the Planning Commission on Steve Heinitz request to use the center's parking lot for promotion of his business. The Museum is hosting a Wine Tasting on March 11th and Chancy Williams and the Younger Brothers will be performing on July 8th at the Community Center.

The next meeting of the Community Center Joint Powers Board will be held Monday, February 8, 2016 at 4:30 p.m.

Water and Sewer Joint Powers Board: Councilman Raymer reported that Rick Allen and Mark Court had provided the board with helpful suggestions following their tour of the lagoons. They will work with the board and staff to provide documentation and solutions that will determine how they move forward with monitoring the dump station. Solutions may include moving the dump station away from its current location to an area that will increase dilution before the waste goes into the lagoon system.

Current haulers will be allowed to continue to dump but loads must be reported and may be tested and monitored prior to dumping. Currently the board will not allow additional septic dumping from new haulers until further data is made available.

The Board reviewed the outfall project and as noted earlier the deadline has been extended by DEQ until they can evaluate and answer responses to the FONSI report.

The next meeting of the Water and Sewer Joint Powers Board will be held Wednesday, February 10, 2016 at 6:00 p.m.

Landfill Board: Councilwoman Howe reported that the next meeting will be Wednesday, February 3, 2016 at 7:00 p.m. in Saratoga.

Medical Board: Councilwoman Welton reported that the board met on Wednesday, January 13th and discussed the Affordable Health Care Act with Dr. Dean and Tanya Bartholomew. Board Member Tabatha Farver will be going off the board and Melissa Faust is taking her position as Secretary.

Planning Commission: Councilman Faust reported that the commission is continuing to review the retail business district ordinance.

The next Planning Commission meeting will be on February 9, 2016 at 5:30 p.m.

Recreation Commission: The next meeting of the Recreation Commission will be Wednesday, January 20, 2016 at 5:00 p.m.

Community Garden Board: Glee Johnson reported that the garden board discussed planting, seeds and plants and developing plans for the outreach gardens [pollinator gardens]. There will be four pollinator gardens, two which have been confirmed with one being at the Good Times Park and one at the Senior Center. The other two will be at the Community Center and the Library if permission is granted. The pollinator gardens are each approximately 100 square feet.

The next meeting of the Community Garden Board will be Monday, February 8, 2016 at 5:30 p.m. at the Saratoga Town Hall.

South Central Emergency Medical Services: Mayor Glode read a letter from the Carbon County Attorney's office indicating that the Carbon Board of County Commissioners was requesting the council review and approve the attached letter to the Town of Medicine Bow in reference to the South Central Wyoming Emergency Services Agreement.

The attached letter was from Morgan Irene, Mayor for the Town of Elk Mountain on behalf of the participating agencies and had signature pages for all participating entities urging the Medicine Bow Town Council to sign the previously presented and approved SCWEMS Agreement. The letter addressed the importance of the emergency medical services and the need for each community to participate for the good of our citizens that depend on the services SCWEMS provides.

Councilman Raymer made a motion to approve the SCWEMS amendment to the agreement with permission for the Mayor to sign, seconded by Councilman Faust.

Mayor Glode noted for clarification that the council had already approved and signed the amendment to the agreement but this letter is asking that we approve and sign the letter reaffirming the decision to support the amendment to the agreement and urging Medicine Bow to do the same.

Councilman Raymer amended his motion to give Mayor Glode permission to sign the letter urging Medicine Bow to sign the amendment to the SCWEMS agreement. Councilman Faust seconded and the motion carried unanimously.

Adjournment: Being no further business to come before the meeting, Councilwoman Welton made a motion to adjourn at 6:54 p.m. Councilwoman Howe seconded and the meeting was adjourned.

The next regular meeting of the Saratoga Town Council will be held on February 2, 2016 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Ed J. Glode, Mayor

ATTEST:

Suzie Cox