

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD DECEMBER 15, 2015, 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 consider amending the agenda to allow for action on approving the minutes, paying bills and addressing the Planning Commission appointment which will allow for him to leave early for the Elementary School concert.

Councilwoman Welton made a motion to approve the agenda with the following addition: Planning Commission appointments following Correspondence. Councilman Raymer seconded and the motion carried unanimously.

APPROVAL OF THE MINUTES: Councilman Faust made a motion to approve the minutes as presented. Councilwoman Welton seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Treasurer Sammy Flohr read the following bills for approval: Accounts Payable: \$66,926.32; Payroll and FICA for 12/14/15 in the amount of \$60,573.79; and manual checks in the amount of \$60,953.08, which included November Liabilities, for a total of \$188,453.19. It was noted that the bills included a Shively Hardware bill in the amount of \$2,102.96

Councilman Faust made a motion to pay the bills in the amount of \$188,453.19. Councilman Raymer seconded and the motion carried. Mayor Glode declared a conflict and abstained.

CORRESPONDENCE: Mayor Glode read a letter received from the WAM office indicating that the town is eligible for a Holiday Premium through WAM-JPIC for the month of January 2016. WAM-JPIC will be covering the premium for health insurance of participating member entities for the month of January.

PLANNING COMMISSION- Board Appointments: Mayor Glode read letters of interest for appointment on the Planning Commission from James W. Beckmann, Chris Shannon, Chris Duke and Greg Cooksey.

Councilwoman Welton made a motion appoint Jim Beckmann to the Planning Commission for a five year term beginning January 1, 2016. Councilman Faust seconded and the motion carried unanimously.

Councilman Faust made a motion to appoint Chris Duke to the Planning Commission for a five year term beginning January 1, 2016. Councilwoman Welton seconded and the motion carried three to one.

With no further action to be taken, Mayor Glode excused himself and turned the meeting over to Mayor Pro Tem Welton.

REPORTS FROM DEPARTMENTS

Town Hall: No report

Fire Department: No report.

Police Department: Chief Tom Knickerbocker requested permission to purchase three sets of snow tires for three police vehicles.

Councilwoman Howe made a motion to give Chief Knickerbocker permission to purchase three sets of snow tires for three police vehicles. Councilman Raymer seconded and the motion carried unanimously.

Recreation Department: Recreation Director Burton reported that Ladies Night Out was very successful as was the 5-K Jingle Bell Run. The proceeds from the Jingle Bell Run in the amount of \$370.00 went to the Giving Tree.

Department of Public Works:

- Street Department: Director of Public Works, Jon Winter reported that the street crew has been cleaning up town property around the area of the shop and the inside of the shop.

Mr. Winter reported that Brian Manley returned to work on December 7th; the ice melt that was ordered has been delivered; the crew will begin cleaning up the area around the old police department through the cooperation between the police department and the street department.

- Water & Sewer: Director of Public Works Jon Winter provided the council with a Wyoming Water and Waste Water Mutual Aid and Assistance Agreement (WYWARN) and requested the council read and consider approving the agreement to participate in the program. The agreement allows participating entities to prepare for emergencies and disasters knowing that they are part of a network of communities that are willing and able to help with any community's emergency. The agreement will be sent to the town's attorney for review and approval.

Director Winter reported that the water crew installed three meter pits on Range View, West Main & Greenwood and removed an old curb stop on North Second; are working with EA (PMPC) on design modifications to the out fall pipeline to facilitate future operation and maintenance; additionally, Dawson Infrastructure Solutions provided sewer camera training and three sections of sewer line were videoed and the crew is very satisfied with the equipment; and Chuck McVey attended a Wyoming Association of Rural Water Board meeting earlier this month.

Mr. Winter addressed the Outfall Project and reported that there had been a conference call to discuss the outfall project easements and minor design changes that will assist with maintenance and operation after the project is completed. Mr. Winter added that the FONSI comment period would be up on December 17th and one objection letter had been received by DEQ.

- Weed and Pest: Director Winter reported that he is working on the Emergency Insect Management Program final report which is due December 31, 2015.
- Hot Pool and Good Times Park: Jon Winter reported that the east end of Good Times Park has been seeded and the crew continues with hot pool operation and maintenance. Additionally, the town crew received a verbal "Job Well Done" from a regular hot pool enthusiast.
- River Project: Mayor Glode and Director Winter will be having a conference call on December 17th with FEMA representatives to discuss the Federal Flood Insurance Program.
- Master Plan: Director Winter reported that there will be a public meeting on January 20th to review the second survey results and preview the first Master Plan Draft prepared by CBI.

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Mayor Pro Tem Welton read a letter from Planning and Zoning Officer Kent Smith concerning an inspection of the terminal building at the airport. The letter indicated that the airport board asked Mr. Smith to inspect the building to determine if it would be feasible to repair the building for future use. The inspection report indicated that there were a number of conditions that made the terminal building dangerous under section 302 of the 1997 Uniform Code for the Abatement of Dangerous Buildings. The recommendation to the airport board and Town Council is that the building must either be repaired or demolished and there are a number of reasons that make repairing the building cost prohibitive. Discussion followed with no action taken.

Councilman Raymer reported that the numbers for the hangers have been received and will be placed as soon as the weather permits.

The board is reviewing changes to the leases and the town attorney will be asked to review those changes before sending them to the hangar owners for approval.

Some hanger inspections have not been completed and letters will be sent to the remaining lease holders encouraging them to contact Kent Smith to schedule their hanger inspections.

The next Airport Board meeting will be held on January 14, 2016 at 5:00 p.m.

Community Center Joint Powers Board: Councilwoman Welton the next meeting of the Community Center Joint Powers Board will be held Monday, January 11, 2016 at 4:30 p.m.

Water and Sewer Joint Powers Board: EA/PMPC presented the 2014 Wastewater Outfall Transmission Line & Pump Station reimbursement requests for council approval and permission to submit as follows; Loan Draft Request #4 in the amount of \$7,975.42 with permission for the Mayor to sign; and Grant Draft Request #4 in the amount of \$3,928.19 with permission for the Mayor to sign.

Councilman Raymer made a motion to approve Loan Draft Request #4 in the amount of \$7,975.42 with permission for the Mayor to sign. Councilman Faust seconded and the motion carried unanimously.

Councilman Raymer made a motion to approve Grant Draft Request #4 in the amount of \$3,928.19 with permission for the Mayor to sign. Councilman Faust seconded and the motion carried unanimously.

Councilman Raymer reported that additional septic haulers are requesting permission to dump at the lagoon station and before the board grants permission for additional septic to be dumped Mark Court of Wyoming Rural Water and Rick Allen from Bio Lynceus Solutions will evaluate the lagoons and make a presentation to the board.

Councilman Raymer reported the next meeting of the Water and Sewer Joint Powers Board will be held Thursday, January 13, 2016 at 6:00 p.m.

Landfill Board: Councilwoman Howe reported that the next meeting will be Wednesday, January 6, 2016 at 7:00 p.m. in Saratoga.

Medical Board: Councilwoman Welton reported that she is preparing to send out the annual letters.

Planning Commission: Mayor Pro Tem Welton read a portion of Ordinance No. 832 Amending Section 18.06.190 of the Saratoga Municipal Code (Home Occupations) on third and final reading.

Councilman Faust made a motion to approve Ordinance No. 832 (Home Occupations) on third and final reading with permission for the mayor to sign. Councilman Raymer seconded and the motion carried unanimously.

Councilman Faust reported that at the last meeting the Commission discussed changes to the Retail Business and Highway Business Districts that are being considered. Additional discussions covered allowable uses and reviewing the language in the retail business areas that would allow residents to enjoy the full uses of their property.

The next Planning Commission meeting will be January 12, 2016 at 5:30 p.m.

Recreation Commission: The next meeting of the Recreation Commission will be Wednesday, December 16, 2015 at 5:00 p.m.

Community Garden Board: David Worthington stated that at the last meeting the board discussed places to place the pollinators; additional uses for the greenhouse and the possibility of having 8'x8' garden beds in random areas around town.

The next meeting of the Community Garden Board will be Monday, January 11, 2016 at 5:30 p.m. at the Saratoga Town Hall.

South Central Emergency Medical Services: Chief Knickerbocker reported to the council that David Starr had passed away and his funeral will be Saturday at 10:00 a.m.

The council extended their deepest sympathy to the family of David Starr.

Adjournment: Being no further business to come before the meeting, Councilman Raymer made a motion to adjourn at 6:53 p.m. Councilman Faust seconded and the meeting was adjourned.

The next regular meeting of the Saratoga Town Council will be held on January 5, 2016 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Ed J. Glode, Mayor

ATTEST:

Suzie Cox