

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL
HELD JANUARY 20, 2014, AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE
SARATOGA TOWN HALL

Mayor Ed Glode called the meeting to order.

The Pledge of Allegiance was recited. Members present were Councilman Will Faust, Councilwoman Judy Welton, Councilwoman Susan Howe and Councilman Richard Raymer.

APPROVAL OF AGENDA: Mayor Glode amended the Agenda to include, under the town hall report, the appointment of the DPW Supervisor and item #5 an announcement of the mayor's office hours.

Councilwoman Welton made a motion to approve the agenda as amended. Councilman Raymer seconded and the motion carried unanimously.

APPROVAL OF THE MINUTES: Councilwoman Howe made a motion to approve the minutes of the January 6, 2015 meeting as presented. Councilman Faust seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Councilwoman Welton read the following bills for approval: Accounts Payable: \$56,528.25; Payroll and FICA for 1/12/15 in the amount of \$76,048.44; and manual checks in the amount of \$672.02, for a total of \$133,248.71.

Councilman Faust made a motion to pay the bills excluding the Prairie Dog Electric bill in the amount of \$133,010.21. Councilwoman Welton seconded and the motion passed unanimously.

Councilwoman Welton made a motion to pay the Prairie Dog Electric bill in the amount of \$238.50. Councilman Faust seconded and the motion carried. Councilwoman Howe declared a conflict and abstained.

CORRESPONDENCE: Mayor Glode asked the council if they needed more time to review the Chamber of Commerce membership and Saratoga Museum annual dues invoice included in the packets. The council agreeing, the Chamber of Commerce membership and Saratoga Museum annual dues invoice will be brought back before the council at the next meeting.

ITEMS FROM THE PUBLIC: Glee Johnson asked Mayor Glode to explain the Steering Committee. Mayor Glode noted that he will be chairing the steering committee and Councilman Faust will be included on the committee. Currently the committee is reviewing the Lander Master Plan to become familiar with the information needed to begin working on the master plan for Saratoga.

A question was raised as to why the minutes of the council meetings could not be accessible to the public the day after the council meetings. It was noted that the minutes are not published until after they have been approved and accepted by the council at the following meeting. A draft copy is generally posted on the website by the end of the week prior to the following council meeting.

REPORTS FROM DEPARTMENTS:

Town Hall: Mayor Glode presented his appointments as follows:

Mayor Pro Tem: Judy Welton

Town Hall: Judy Welton

Police Department: Ed Glode

Recreation Department: Will Faust

Department of Public Works: Richard Raymer

Fire Department: Sue Howe

Airport Board : Richard Raymer

Medical Board: Judy Welton

Community Center: Judy Welton

Water and Sewer Impact Joint Powers Board: Richard Raymer

Planning Commission: Will Faust

Recreation Commission: Will Faust

Landfill Board: Sue Howe

Emergency Management Coordinator: John Zeiger
Chamber of Commerce: Ed Glode
Carbon County Council of Governments: Sue Howe
SCWEMS: Mike Farver
Steering Committee: Will Faust / Ed Glode Chair
Department of Public Works: Chuck Bartlett
Town Clerk: Suzie Cox
Town Treasurer: Samuel Flohr
Chief of Police: Tom Knickerbocker
Town Attorney: Yet to be determined
Municipal Judge: Dan Massey

Water and Sewer Joint Powers Board:
Don Sherrod
Dave Christman

Clerk Suzie Cox requested permission to upgrade the Caselle software to Clarity from the current Caselle Classic software. The upgrade has been anticipated for the past few years but was put off because of the issues that the town was having with the Sensus meter billing. At this time the billing has improved and the upgrade will be beneficial.

Councilwoman Welton made a motion to move forward with the upgrade of the Caselle software from Classic to Clarity. Councilman Faust seconded and the motion carried unanimously.

Mayor Glode read Resolution 2015-01 for financial assistance from the Wyoming Department of Transportation to help with the cost of cleaning and maintaining the storm sewers, sweeping and washing all streets and highways and for snow removal from streets and highways within corporate limits.

Councilman Faust made a motion to approve Resolution 2015-01, a Resolution 01 for financial assistance from the Wyoming Department of Transportation. Seconded by Councilman Raymer the motion carried unanimously.

Mayor Glode announced his office hours as being the first, second and third Tuesdays of each month from 4:00 to 5:30 at the Town Hall, otherwise by appointment if necessary.

Fire Department: No report

Police Department: Chief Tom Knickerbocker provided a proposed schedule for the dispatchers and officers and explained that the new schedule will be eight hour shifts that will prevent the overtime issues that the current twelve hour shifts have created. In addition to the new shift hours Chief Knickerbocker explained that he would like to hire one part time dispatcher and one part time officer to cover overtime hours and vacation time, training time or sick leave taken by fulltime employees. Chief Knickerbocker provided the council with a new call out policy that will be used along with the shift change.

Mayor Glode explained that overtime issues in the past were caused by the dispatchers being treated as law enforcement personnel who are paid on an 80 hour two week pay period. Dispatchers must be treated like all regular employees and paid on a forty hour work week. Finding that the dispatchers had been paid incorrectly the payroll for 2013 and 2014 was reviewed and overtime hours for those periods will be reimbursed for the qualifying dispatchers in January and February.

Councilman Faust made a motion to approve the new schedule. Councilman Raymer seconded and the motion carried unanimously.

Chief Knickerbocker requested permission to hire Cindy Talbott as a part time dispatcher to cover two days per week and vacation days and to hire Bobby Chitwood as a part time officer.

Councilwoman Welton made a motion to approve the hiring of Cindy Talbott as a part time dispatcher and to hire Bobby Chitwood as a part time officer contingent upon background checks, physicals and psychological evaluations. Councilwoman Howe seconded and the motion carried unanimously.

Chief Knickerbocker explained the new callout policy and reported that he will be teaching another TIPS training on January 25th at 8:00 a.m. at the community center.

Chief Knickerbocker requested permission to attend a Leadership Conference in Casper on April 27th through 30th and a Chief & Sheriff's Legislative Conference in Cheyenne on February 11th and 12th.

Councilwoman Welton made a motion to allow Chief Knickerbocker to attend the Leadership Conference in Casper on April 27th through 30th. Councilwoman Howe seconded and the motion carried unanimously.

Councilman Faust made a motion to allow Chief Knickerbocker to attend the Chief & Sheriff's Legislative Conference in Cheyenne on February 11th and 12th. Councilman Raymer seconded and the motion carried unanimously.

Recreation Department: No report

Department of Public Works:

- Street Department: Department of Public Works Supervisor Chuck Bartlett provided the council with a written report as he was attending a conference in Casper. Mayor Glode presented the report stating the following:

The street crew is painting and repairing the Saratoga Lake picnic tables, working on equipment and general vehicle maintenance.

- Water & Sewer: The crew continues to work on the Hot Pool Bridge and are doing routine maintenance.
- Weed and Pest: Chuck Bartlett and Chuck McVey are attending the WWMA/WABA Conference in Casper January 20th through 22nd
- Hot Pool: No Report

River Project: Mayor Glode reported that he anticipates more activity beginning in February on planning and preparation for the river project.

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Councilman Raymer, the newly appointed representative to the Airport Board, reported that no quorum was in attendance at the meeting and no action was taken.

The next Airport Board meeting will be on February 11, 2015 at 1:00 p.m.

Community Center Joint Powers Board: Joe Elder, CEO of the Community Center addressed the council reporting on the upcoming meeting with Union Wireless which will cover the general status of expanded internet. The discussions will continue over the next few months.

Mr. Elder presented a report from the Chamber highlighting the January 8th annual meeting and the recipients of the Chamber's awards for the year including the Saratoga Resort and Spa as Business of the year, Sweet Marie's Bakeshop the New Business of the Year, SERCD the Organization of the Year and Jimmy Hinkle the Volunteer of the Year.

Mr. Elder reported that the annual fishing derby had eight hundred sixty-nine registered fishermen and women taking part in the two day event. The event saw an increase in camping at Saratoga Lake and the town crew and officials were thanked for their assistance with the derby.

The next meeting of the Community Center Joint Powers Board will be held Monday, February 9, 2015 at 4:00 p.m.

Water and Sewer Joint Powers Board: Mayor Glode requested council consideration of Ordinance 829; An Ordinance Amending In Part, Section 13.40.030, Subsection A. of The Town of Saratoga Municipal Code Defining "Single-Family Residential Unit" on second Reading.

Nancy Jansa addressed the council with her concerns about passing Ordinance No. 829 and stating that she was speaking on behalf of herself and Dave Christman and as apartment owners the ordinance would have traumatic impact on them and their tenants. Ms. Jansa attempted to identify the differences in apartment dwellers as opposed to residential home dwellers with the increase in cost being a greater impact on apartment dwellers.

A discussion followed with Mayor Glode explaining the lengthy history of the pending project. Mayor Glode commented that the engineering firm has changed, the council has changed and the water and sewer joint powers board will be changing and perhaps it would be judicious to hold the second reading so the third reading will come after the new joint powers board has a chance to review the project.

With consideration of the council, the second reading of Ordinance No. 829 will be postponed until February 3, 2015.

The next meeting of the Water and Sewer Joint Powers Board will be Wednesday, February 11, 2015 at 6:00 p.m.

Landfill Board: The next meeting will be Wednesday, February 3, 2015 at 7:00 p.m. in Saratoga.

Medical Board: Councilwoman Welton reported that the Corbett Medical Foundation (Medical Board) had held a meeting and annual fundraising letters had been sent out.

Councilwoman Welton reviewed the improvements that have been instituted at the medical clinic, i.e. a radiology technician had been employed which makes it possible for patients to have some X-rays taken locally. The Care Coordinator has been very helpful in keeping patients updated for follow-up procedures and reviews. Dr. Dean Bartholomew is currently President of the Wyoming Medical Association and Tonya Bartholomew is on the Rural Health Care Board and will be testifying in Washington D.C. on rural health care issues.

Planning Commission: Mayor Glode reported that Chuck Bartlett had included in his report to the council that the Planning Commission had reviewed a preliminary variance application for Robert Fluty for an increase in assessor building height from 18 to 24 feet, and letters had been sent to all property owners within 300 feet of that property to notify them of the upcoming meeting. The board continued to review and discuss the fence ordinance.

Included in the packet was a picture of the cake that was sent to the Water Department thanking the crew for helping repair a water leak at the Museum Pavilion. The "Water Dogs" were very appreciative of the cake and the thank you in the Saratoga Sun as they had never been the recipient of either before.

Mayor Glode discussed with the council the proposed By-Laws of the Planning Commission. The revised by-laws presented by the planning commission propose that the council representative be a non-voting member of the commission. Following the discussion Councilman Raymer made a motion to allow the council representative to remain a voting member of the commission. Councilman Faust seconded and the motion carried unanimously.

The next Planning Commission meeting will be February 10, 2015 at 5:30 p.m.

Recreation Commission: The next meeting of the Recreation Commission will be Monday, February 9, 2015 at 5:00 p.m.

Community Garden Board: The next meeting will be Monday, February 9, 2015 at 6:00 p.m.

South Central Emergency Medical Services: Bill Dahlke, outgoing representative for Saratoga, addressed the council thanking the members for the opportunity to act as the Saratoga Representative to the SCWEMS board. Mr. Dahlke gave a short overview of the service to the new council members. The service serves basically all of Carbon County and each participating municipality has a representative to the SCWEMS board.

Mr. Dahlke reported that the service recently put in a grant application for three new ambulances and received two through the grant. In addition the service was able to purchase a newer ambulance that requires some mechanical work done but will be the third new ambulance for the service.

Mr. Dahlke reported on the AED grant that the town had supported and the Life Packs that were placed throughout the community with the funds that were provided by the grant and the Helmsely Foundation.

Mr. Dahlke stated that Michael Farver, who was appointed as Saratoga's representative, will be an asset to the town as Saratoga's representative and although he will not be on the board he will continue working for the service as an EMT. He also explained to the council that Heidi Sifford continues as Acting Coordinator for the south end service.

Business: Nothing to report

Adjournment: Being no further business to come before the meeting, Councilman Faust made a motion to adjourn at 7:43 pm. Councilwoman Welton seconded and the motion carried unanimously.

The next regular meeting of the Saratoga Town Council will be held on February 3, 2015 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Ed J. Glode Mayor

ATTEST:

Suzie Cox, Clerk